



CLUB HIRE AGREEMENT 2026

**NO GLITTER OR CONFETTI
ALLOWED ON PREMISES
BIODEGRADABLE MATERIALS ONLY**

Venue:	
Date of Function:	
Name of firm / individual (hirer):	
Nature of function:	
Contact person:	
Tel: cell	
Tel: work	
Number of people:	
Invoice to be emailed to:	
Deposit:	R1500.00 deposit payable within 5 days of booking to: <u>Milnerton Canoe Club</u> <u>Bank:</u> Nedbank <u>Account No:</u> 1093008326 <u>Branch Code:</u> 198765 <u>Reference:</u> "Name & Date of booking" <u>Type of Acc:</u> Current Deposit is non-refundable if booking cancelled
Deposit Return:	If no breakages/losses incurred at function, the R1500 deposit to be returned, in full, after premises inspection on day following function by way of an EFT. NB - DEPOSIT to be refunded to: Name: Bank: Acc. Number: Sign:

Breakages/Losses:	Fee: R15 per glass broken. Other items to be charged at replacement value and deducted from deposit
Electricity:	The club takes no responsibility for “power failures” or “load shedding”
Hire Fee:	<u>R3,000.00 (INCLUDES CLEANING)</u> payable 10 days before date of function to: <u>Milnerton Canoe Club</u> <u>Bank:</u> Nedbank <u>Account No:</u> 1093008326 <u>Branch Code:</u> 198765 <u>Type of Acc:</u> Current Reference – “Date of booking” <u>Forward a copy of proof of payment to email:</u> <u>milnerton.canoe.club@gmail.com</u> (‘Name & function date’ as Subject)
Bar:	Milnerton Canoe Club is licenced to sell alcohol. Corkage of R1,500.00 is payable in the event of the bar not being utilised and the hirer elects to bring own alcohol. A minimum bar spend of R2,000.00 applies. If the total bar spend is less than this amount, the difference will be deducted from the refundable deposit. Barman overtime: R200 per hour after 6-hour shift completed Should it be noted that alcohol is utilised on the premises, notwithstanding the use of the bar facilities, the hirer will forfeit the deposit. Under no circumstance is alcohol to be supplied to persons on the premises who are under 18 years of age.
Hire Options:	<u>Music / PA Sound System:</u> Dual direction 2 x 1500 watt sound towers with sub woofer. Bluetooth, USB and aux input options with Karaoke mode. (Only available if using club bar facility). R500 per event. Add party lighting: R200 (6 party lighting features). Only available if using club bar facility. <u>Loadshedding Generator:</u> 2500 watt petrol generator to keep the party going (lights and music, not for other appliances) R250 per event. Additional R35/hour fuel charge. <u>Table Glassware:</u> Champagne fluted 250ml glasses: R2.50 each Water/juice 330ml tall glasses: R2.50 each Glass breakage: R15 / glass <u>Kitchen Helper:</u> Kitchen/Function assistant to help with preparation and cleaning R300 / 6 hour. Please check availability beforehand. <u>Security Guard:</u> Professional security company guard for access control and parking security: R950 / 6hr..
Return of Keys:	09h00 the following day
Date Deposit R1 500 paid:	(office use for MCC)
Date Hire fee R3 000 paid:	(office use for MCC)
Spit Braais:	Only gas spit braais are allowed. Wood/charcoal to be used in our indoor braai and not in the outside drums on the stoep. HIRER to supply own fuel.
Furniture:	Removal of furniture etc. from the hall is not allowed unless items are replaced at the end of function. No items to be left outside overnight.
Security:	The HIRER hires the Club at his/her own risk.
Terms accepted:	Venue limited to 80 individuals only. Signature: _____ Date: _____

CLUB HIRE AGREEMENT

Inclusions & Exclusions

Please note the following are included as part of your club hire agreement:

- 80 white plastic chairs (excludes chair covers)
- 20 white square plastic tables (excludes tablecloths)
- 80 plates, side plates, forks and knives
- Large kettle urn
- Microwave
- Fridge (DO NOT use bar's ICE in the freezer)
- Electrical Oven with gas plates
- 4 trestle narrow tables
- Inside braai facility – supply your own braai equipment and wood
- Inside fireplace – supply your own wood

The following are NOT included as part of your club hire agreement:

- WiFi
- Catering
- Venue décor
- Drinking glasses (hire option available – see booking form)