



On-site Catering and Function Policy

No food may be brought on to the premises.

No food may be removed from the premises.

Final catering numbers must be advised a minimum of four (4) working days prior to the function.

Final catering numbers may be increased by mutual agreement, but may not be decreased. If fewer people attend the function, the agreed final number for catering will be charged.

No beverages may be brought on to the premises.

No beverages may be removed from the premises.

Decorations may be used but must not be affixed to surfaces using pins, staples, Sellotape – Blu Tack is recommended.

Decorations, if used, must be removed immediately after the function. If not removed, a cleaning charge may be applied.

A fee may be incurred for tablecloths.

Functions requiring a Special Licence must be booked a minimum of twenty five (25) working days in advance. A fee may be incurred for the licence.