



- The client is financially responsible for any damage or loss to Main Event Function Centre caused by or contributed by any attendees/contractors of the event. It is the client(s) responsibility to ensure that all attendees behave in an orderly manner during the function.
- Local council regulations do not allow the use of confetti, streamer and glitter pieces outside Main Event Function Centre premises. Failure to adhere will result in a \$100 fine to be taken from your bond monies.
- General & normal cleaning is included in the cost of room hire. The client may incur additional charges where an event has created cleaning requirements over and above what is considered normal cleaning.

**Fire & safety**

Smoke machines, heaters, open flames or pyrotechnic devices cannot be operated without the prior approval of the Main Event Function Centre. All floor plans must adhere to fire safety regulations and not block fire exits or public entrances.

**Deliveries & collections**

All delivered & collections to/from the Main Event Function Centre must be advised to the Functions Co-ordinator or Manager prior to arrival/collection. All deliveries & collections must be clearly marked with the name and date of function. All items not collected after the function will be disposed of after 14 days.

**These terms and conditions cannot be altered or varied without written consent of Main Event Function Centre management. Please read and sign one copy of this document to send along with your deposit to Level 1, 107-109 Main Street, Blacktown, NSW 2148 or fax 02 9831 4465. A second copy should be retained for your records.**

I/we hereby agree to all the above terms and conditions

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name(s): \_\_\_\_\_

Company Name: \_\_\_\_\_