

A wide-angle photograph of a beach with gentle waves lapping at the shore under a clear blue sky. The text 'Ocean View Function Room' and 'South Narrabeen SLSC' is overlaid in a light blue, sans-serif font with a reflection effect below it.

# Ocean View Function Room

## South Narrabeen SLSC

### Key Features

- Absolute Ocean frontage and direct access to the beach
- Large commercial kitchen with large 90cm oven and 5 burner gas stove top, fridge, microwave and dishwasher
- Covered balcony with stunning views
- Fully licensed Bar (No BYO)
- White fairy lights on the ceiling
- Venue hire includes the use of:
  - 10 trestle tables (180cm x 75cm)
  - 70 function chairs
  - 6 round wooden bar tables (70cm diameter)
  - 16 bar stools
  - 6 square tables (90cm x 90cm)
- Accessible access via an internal lift
- Tablecloths - hire through Havana Blue Event Hire  
[www.havanablueeventhire.com.au](http://www.havanablueeventhire.com.au) or 0403 866 777

### Capacity

- 120 cocktail style (standing)
- 100 seated

## Fees and Charges 2022

- An evening function on a Friday or Saturday night starts at \$600. Please enquire about day rates and hourly rates.
- Hire of AV equipment including projector, wireless microphone, lectern, speakers \$50.
- Cleaning fees and bar staff cost are extra.
- Venue bond (all events) \$500 or \$1000 for 21<sup>st</sup> birthdays. Sorry we do not cater for 18<sup>th</sup> Birthdays.

All our fees include full use of the hall for a 5-hour function. Complimentary time to style and set up venue and pack up is offered to all hirers.

Bar Staff Fee – per bartender, per hour, Mon – Sun: \$30

Bar staff shifts commence 30 mins prior to function start and finish time with a minimum of \$100 fee. The number of bar staff required will be determined by the number of attendees, usually ranging from 2-3 staff.

## How to book

Email [bookings@snspsc.org.au](mailto:bookings@snspsc.org.au) An Application to Hire and Terms & Conditions of Hire will be sent to you for completion and return. Upon receipt of this documentation a venue hire invoice will be issued. Confirmation of your booking is provided when the completed Application to Hire, signed Terms & Condition of Hire Agreement and venue hire fees have been paid. Until then, the venue may be offered to other interested parties.

## Frequently Asked Questions

See below for some frequently requested information. If there is something we have missed please email us at [bookings@snspsc.org.au](mailto:bookings@snspsc.org.au) or read our full terms and conditions.

### Beverages

The Ocean View Room at SNSLSC is a fully licensed venue therefore no BYO is permitted. Hirers may arrange an on-consumption bar tab or drinks can be purchased from the bar. Standard beverages are permanently available however we are able to accommodate special drink requests. Typically, our drinks are priced \$6 a beer and glass of wine, \$7 cider, spirits and premium beer, soft drinks \$2.

### Bar Staff

The number of bar staff required will be determined by the final number of attendees, usually ranging from 2-3 staff. You may reduce the number of bar staff throughout your event, however, a minimum of two bar staff must remain until the end of your booking. Bar staff shifts commence 30 minutes either side of function start and finish times.

## Catering

Self-catering is permitted with use of our commercial sized kitchen which provides an oven, cook top, microwave, urn, fridge, dishwasher and ample stainless-steel bench space for your caterer's use. Cooking must be done in the kitchen, not inside the function room.

## Furniture

Hirers are responsible for the setup and pack down of the furniture to suit their event. Furniture may be placed on the balcony and unused furniture can be stored in the storage room. We currently have 10 trestle tables, 6 square tables and 70 chairs, 16 bar stools for use by hirers.

## Cleaning

Hirers of the Ocean View Room must empty the garbage throughout the function and at the end of hire from the floor and kitchen into the refuse bins outside. You must ensure that at the end of the function all tables and chairs are packed away as found all decorations have been taken down and stored in the foyer.

We have professional cleaners clean our room after the event at an extra cost.

## Entertainment

Entertainment may be organised; however, all hirers must be mindful of the restaurant and residents when choosing your style of entertainment. We have a noise curfew of 11.30pm.

## Smoking and Vaping

South Narrabeen SLSC is a smoke-free venue, and no smoking or vaping is permitted in any area, inside its buildings or balconies. Should cigarette butts must not be thrown over balcony railings – failure to comply may incur extra cleaning cost (taken from bond).

## 21st Birthdays

We do cater for 21<sup>st</sup> Birthdays at South Narrabeen SLSC. However, we do require professional Licenced/RSA Security Guards to be present through the event. There is also an increased bond of \$1000 for 21<sup>st</sup> Birthday functions. We do not cater for 18<sup>th</sup> Birthdays sorry.

## Parking

There is onsite parking for max of 4 hours and street parking on Pittwater Rd (clearway in operation 6am-10am Monday - Friday)

## Disabled/Lift Access

We have wheelchair access via a lift and disabled toilets in the hall.

## Decorations

Decorations may not be stuck to the walls or glass. Strictly no glitter, feathers, rose petals or confetti may be used. Additional cleaning fees will apply if these items are used. Candles may be used, however, must be fully contained in glass protective vessels.

## Delivery/Collection of Items

Deliveries are to arrive on the day of your booking, and it is the hirer's responsibility to receive the delivery and provide access to the venue. All personal items must be removed from the event space at an agreed time.

## Access to the Venue

An access key fob can be collected from the club in the week prior to your booking and will provide access to the building via the main entrance doors. Access key fobs can be left with the bar staff or returned to the club within three days following your booking.