

Ceresa River Apartments

www.ceresa.com.au

12 Tanunda Drive, Rivervale WA 6103

Strata 55597

FUNCTION ROOM BOOKING

TERMS & CONDITIONS OF USE OF THE CERESA FUNCTION ROOM

1. Only *current residents* of Ceresa may apply to use the Function Room.
Filling in and submitting the latest version of this form is the only acceptable method to book.
2. When considering whether to book the Function Room please take into account the following restrictions/limitations:
 - a. Functions, meetings, or events open to the general public or with a commercial or business purpose are not permitted.
 - b. The maximum number of people allowed in the Function Room under governing regulations is forty (40).
 - c. Exclusive use of the Function Room under a booking is six (6) hours and the function must conclude by 10 pm.
 - d. Booking the Function Room does not provide exclusive use of other Ceresa Common Areas.
 - e. Bookings can be made up to three months in advance. The Strata Manager may apply discretion if multiple bookings are received for the same dates
3. To ensure that the right to quiet enjoyment of their home by all residents of Ceresa is not infringed, booking of the Function Room carries with it the following obligations which the person making the booking acknowledges and undertakes:
 - a. That all Ceresa by-laws and house rules will be complied with.
 - b. That acceptable behaviour will be maintained at all times and that the person making the booking is responsible for the actions of their guests.
 - c. That at the end of the function guests will leave the Ceresa premises promptly.
 - d. That at the end of the function the Function Room will be left in a clean and undamaged condition. The room must be left clean, ready for the next user, as soon as possible after the end of the function but in any event not later than 10 am on the morning after the function, or earlier if the room has been booked for an earlier time.
4. A \$400 (four hundred dollars) bond is payable by Electronic Funds Transfer to secure the booking; A booking is not confirmed until the bond payment has been received.
5. Any breach of the Terms and Conditions may result in forfeiture of the bond.
6. The Council of Owners or its nominated Contractor(s) is empowered to close down a function if any term or condition of the application is breached.
7. The resident who booked the facility will be responsible for the cost of any cleaning, repair of damaged caused, and replacement of any damaged or broken item over and above the Bond amount.
8. Please submit the completed application form to the Building Manager (BuildingManager@ceresa.com.au). The Building Manager will check whether the room is available; if it is he will inform you and forward your application form to the Strata Manager (StrataManager@ceresa.com.au). The bond must be paid to the Strata Manager, who will provide account details for payment by Electronic Funds Transfer.
9. Submitting an application in accordance with this form and paying the bond signifies that you fully accept the terms and conditions even if the form is not signed.

I have read, understand and agree to abide by the terms and conditions of use.

Function date: (dd/mm/yyyy) _____ Start time (HH:mm) _____

Do you require use of the Fridge? _____ Microwave? _____ Hot water? _____

Name _____ Unit Number _____

Telephone (home / mobile) _____

Email _____

Signed _____ Application Date _____