



# BHPC Canteen Bookings

Bookings now available!

- Use it as a base for catering functions.
- Use it for small functions.
- Use it for club days and fund raisers.

Canteen Specifications:

- 30 m<sup>2</sup> floor area including Benches and Appliances.
- Gas 4 Burner Grill Plate.
- Gas Oven – domestic size.
- Gas Chip Fryer - 3 baskets.
- Bain Marie – 4 pan commercial.
- Sandwich Press - 4 sandwich.
- Double Glass Fronted Drinks Fridge - [wet or dry hire]
- 12 m<sup>2</sup> Stainless Bench Space - including island bench and sink.
- Servery Window - to show grounds.
- Microwave Oven – domestic size.
- Hot Water Erne.

Rate: \$500.00 per evening or duration of 7 hours.

Terms & Conditions on page 2

Organisation / Function:..... Date of Booking:.....

The Brookfield Horse and Pony Club established our Canteen 25 years ago for use during Club days and for Club fund raising at local events such as the Brookfield show. We now think it is time to share our important asset and help you make your functions easier.

You will have to look after our Canteen and strictly follow the terms and conditions including but not limited to those set out below.

**Definitions:**

BHPC – Brookfield Horse and Pony Club.

Canteen – the canteen for hire accessible from a door on the show grounds veranda and excluding the adjoining club house room connecting the canteen via a screen door.

Hirer – person or organisation that pays for use of the canteen.

Hirer’s representative – the sole person nominated by the organisation or group to be responsible for safety, use of the canteen equipment, cleanliness and adherence to local bylaws and community consultations. This person will be the nominated “Person in Control of a Business or Undertaking” [PCBU] as required under the Work Health and Safety Act 2011 – Queensland Legislation.

**Terms and Conditions of Use:**

- Payment; we require payment in full at time of booking [non-refundable] GST; the BHPC is a “Not for Profit” organisation and is not GST registered and cannot provide GST separable payment amounts.
- Drinks fridges: these can either be stocked with an assortment of typical soft drinks and bottled water [wet] or hired as empty [dry]. If wet, the drinks will be pre purchased for \$1.50 each and the same value of any remaining drinks will be credited back to the Hirers account within 3 days of the booking date.
- Responsibility; the hirer is to nominate one person from your organisation or function organising group as your PCBU and key holder, and they shall be fully responsible for the safety, canteen equipment, security and cleanliness. This person will be given our safety induction by a nominated BHPC Committee member and shown how to use the equipment and it is their responsibility to pass this to all other users.
- Adherence; There are many bylaws that govern food preparation areas and functions within residential areas including noise restrictions and these will be the responsibility of the hirer.
- Users / Operators; All users and operators of the canteen must be over the age of 18 years and be: not under the influence of drugs and or alcohol, be advised on the location and use of the fire extinguishers and blankets, be advised on the fire exit from the canteen and muster point, be knowledgeable in the preparation and serving of food, be competent with use of kitchen utensils and appliances and be clean and hygienic.
- Alcohol; We do not have a liquor license or permit to sell or serve alcohol, so, no alcohol is to be sold or served from the canteen or consumed within the canteen.
- Gas; We provide the use of one (1) full gas bottle within the cost of your hire and if additional bottle/s are part or fully used they must be paid for at an additional cost of \$120.00 ea. per bottle. Please turn the gas bottle off when finished and at the completion of hire.
- Oil; our chip fryer will have usable clean oil provided and suitable for 1 – 2 hours use for cooking chips. Should the oil become unusable by being dirty or contain materials that are burnt or unhygienic, then the oil will be replaced at an additional cost of \$100.00 to the hirer.
- Rubbish; Bins are provided in the canteen and 1 outside the canteen. All rubbish is to be disposed of in the waste skips housed behind the Bar area and within the fenced enclosure.
- Cleaning; The Canteen shall be left in the same level of cleanliness on departure as when starting hire. Any further cleaning will be changed at an additional cost of \$100.00 per hour.
- Damage; The canteen will be inspected within 12 hours of any hire, normally the next morning, and if any damage is found that requires repairs or replacement the hirers representative will be notified and be responsible for payment. It will be at the discretion of the BHPC Committee weather to repair or replace and the costs shall be based on receipt of 2 quotations for the item or works.
- Usage: the canteen includes a door opening into an adjoining room and this cannot be accessed for any reason other than safety. The canteen may also have keys provided to the toilets and these are only to be used if agreed prior to use. A groundsman lives on the premises and he must be kept informed of access and usage.
- Lighting; all lights are to be turned off prior to leaving including any outside lights.

The hirer’s representative agrees they are fully aware of the above terms and conditions and any another terms and conditions agreed to in excess of the above and shall uphold the all terms and conditions upon signing and dating this page.

Hirers Representative:

Full Name;.....

Address;.....

Phone;.....

Email;.....

Signature / date; ...../.....