

MORNINGSIDE SPORTS CLUB									
APPLICATION TO HIRE THE FACILITIES									
Full Name									
Telephone	Cell		Home / Work						
E-mail address							Hall can only accomodate 80 persons		
Address							Number of guests		
ARE YOU A MEMBER OF MORNINGSIDE SPORTS CLUB?	Yes	No	Date of function				Type of function		
Time		From		Until					
Food - Not supplied by MSC	Hot	Cold	Caterer						
Bar Service	Open Bar	Yes	No	Cash Bar	Yes	No	If open Bar a deposit of R3000 is required		
Will you have a DJ at your function?	Yes	No	If Yes please advise the DJ to consider the Neighbours						
Alternate Bar arrangement - You can advise your requirements, we will stock a fridge for you, you pay upfront and we will give you the key to the fridge.					Yes	No			
CHARGES	Morning 8am to 12pm	Afternoon 1pm to 5pm	Evening 5pm to 9.30pm	Evening 5pm to 11.30pm			Cost		
Hire of Hall - Member	R 1,190	R 1,190	R 1,520	R 2,605	Yes	No			
Hire of Hall - Non Member	R 1,490	R 1,490	R 1,900	R 3,260	Yes	No			
Helper / Lock up / Responsible to clean the hall, not remove the decorations.	R 300	R 300	R 450	R 550	Yes				
Helper / Lock up / Responsible to clean the hall, not remove the decorations.	R 600	R 600	R 600	R 600	Yes				
SUNDAYS									
If Jumping castle and/or Water slide required, then MSC's controller is required.	R 300	R 300	R 450	R 550	Yes				
If Jumping castle and/or Water slide required, then MSC's controller is required.	R 600	R 600	R 600	R 600	Yes				
Hire of crockery, cutlery, Glasses@ R110 Each (FOR USE IN HALL ONLY)	R 330				Yes	No			
Refundable Damage / Cleaning Deposit (Hall / Fields / Braai Area)	R 1,500				Yes		1,500.00		
CHARGES	Morning 8am to 12pm	Afternoon 12pm to 5pm	Evening 5pm to 9.30pm	Evening 5pm to 11.30pm					
Hire of Braai Area - Member	428	428	560	670	Yes	No			
Hire of Braai Area - Non Member	535	535	700	840	Yes	No			
Cost of stock requested for lock up fridge	To attach Schedule of Bar requirements				Yes	No			
If Open Bar, Deposit on liquor to be consumed	R 3,000				Yes	No			
If Bar required, Barman's Wage	R 480				Yes	No			
	Member		Non Member						
Hire of Top Field, (Subject to not being required by the gym)	R 785		R 980		Yes	No			
NB as the Gym Equipment is not owned by MSC, it may not be used. Any damage to the equipment will be deducted from the Damage deposit paid.									
	Member		Non Member						
	Morning 8am to 12pm	Afternoon 12pm to 5pm	Morning 8am to 12pm	Afternoon 12pm to 5pm					
Hire of Bottom Field, (Subject to not being required by the cricket coach)	R 785		R 980		Yes	No			

	Member		Non Member				
	Evening 5pm to 9.30pm		Evening 5pm to 9.30pm				
Hire of Bottom Field (Evening) Subject to not being required by the cricket coach	R 1,190		R 1,490		Yes	No	
	Member		Non Member				
	Morning 8am to 12pm	Afternoon 12pm to 5pm	Morning 8am to 12pm	Afternoon 12pm to 5pm			
Hire of BMX Track for childrens parties	R 300		R 600		Yes	No	
<i>The Function organiser is responsible for cleaning the fields & BMX Track. If the fields have not been cleaned, the Damage deposit will be used to pay a cleaner to clear up.</i>							
If bringing a Jumping castle, Charge towards electricity R300 - (We do not arrange Jumping Castles for you)	R 300				Yes	No	
If Bringing a Water Slide, Charge towards electricity and Water R400 - (We do not arrange Water Slides for you)	R 400				Yes	No	
Any other plug point for any ride or Coffee / popcorn etc Machine	R 225	Number of extra plug points required			Yes	No	
Car Guards	Number	Day	R200 per Guard	Night	R250 per Guard		
<i>MSC do not pay the car guards. It is the responsibility of the Function Organiser to pay the car guards direct</i>							
TOTAL							
CONFIRMATION DEPOSIT	50% OF TOTAL						
BALANCE DUE	10 DAYS IN ADVANCE OF THE DATE OF THE FUNCTION						
All charges and deposits must be paid by EFT into the following account. <i>Morningside Sports Club</i> <i>FNB Florida Road Branch code: 220526 Account Number: 62013775145 Reference — Your Full Name and date of function</i> <i>TO SECURE THE BOOKING, A DEPOSIT OF 50% OF THE TOTAL AMOUNT DUE MUST BE PAID WITHIN 3 DAYS OF SIGNING THIS VENUE HIRE APPLICATION FORM, AND THE BALANCE AT LEAST 10 DAYS IN ADVANCE OF THE DATE OF THE FUNCTION IN ORDER TO SECURE THE FACILITIES REQUIRED AND TO ALLOW SUFFICIENT TIME FOR THE PREPARATION OF THE VENUE. SHOULD THESE PAYMENT CONDITIONS NOT BE ADHERRED TO, MORNINGSIDE SPORTS CLUB RESERVES THE RIGHT TO REHIRE THE VENUE OUT FOR ANOTHER FUNCTION.</i> <i>SHOULD A CANCELLATION OCCUR LESS THAN FOUR WEEKS AND MORE THAN TWO WEEKS BEFORE THE EVENT, 50% OF THE DEPOSIT PAID WILL BE FORFEITED. IF THE CANCELLATION OCCURS LESS THAN TWO WEEKS BEFORE THE EVENT, 100% OF THE DEPOSIT PAID WILL BE FORFEITED.</i>							
BANK ACCOUNT DETAILS	IN ORDER FOR MSC TO REFUND YOUR DAMAGE DEPOSIT, PLEASE AFTER THE FUNCTION SEND YOUR BANK DETAILS TO robin@honneysett.co.za						
Signed					Date		