



Large Group Booking T&Cs

These Terms and Conditions apply to group bookings of 15 or more people, as well as bookings made during the corporate season at The Bowl Port Macquarie.

Definitions & Key Terms

- **Booking Confirmation:** The process of securing your reservation by meeting deposit and documentation requirements.
- **Deposit:** An upfront payment to hold the booking, which is either \$200 or 20% of the total amount, whichever is greater.
- **Final Numbers:** The confirmed number of guests attending, to be provided 7 days prior to the booking.
- **Cancellations:** The process of terminating a booking with applicable refund policies.
- **Surcharge:** An additional fee applied on public holidays (15%) and Sundays (10%).
- **Responsible Service of Alcohol (RSA):** Policies and legal obligations for serving alcohol responsibly.
- **Minors:** Individuals under the age of 18 who must be accompanied and supervised by a parent or legal guardian at all times on The Terrace & in our Private Karaoke Room.
- **Damage Liability:** The responsibility of the host for any damage caused during the event.
- **Bar Tab:** A pre-determined spending limit for drinks during an event.

Booking Confirmation

A deposit of \$200 or 20% of the total booking amount (whichever is greater) is required to confirm your reservation. All bookings are considered tentative and will be held for up to 7 days. To secure your booking, please complete and sign the booking form and return it in person or via email. Credit card details are also required to finalize the booking.

Full payment and changes to booking

Final numbers, food, and dietary requirements are to be submitted 7 days prior to your booking date. If you do not confirm these details the following will occur:

- You will be charged based on the original number of guests confirmed at the time of booking.
- Each guest, based on the original number confirmed at the time of booking, will receive 3 pieces of pizza (Margarita, Hawaiian, & Pepperoni only).

All changes must be arranged through our venue manager and are only valid once confirmed in writing at least 7 days prior to the booking date.



Final Payment

Payment in full is required at the conclusion of the event. The function contact/company is liable for all charges associated with the function.

Cancellations

Cancellations made 14 days or more before the booking date will receive a full refund. Cancellations made within 14 days of the booking date will forfeit the deposit and any confirmed food orders. No refunds will be issued for no-shows.

All Weather Venue

The Terrace's main deck, pergola, and bar are undercover. We understand that bad weather can put a dampen on any event so we will do our best to accommodate you during those times with alternative seating.

Decorations

All display materials and/or decorations must be approved by our venue manager prior to the set up. Hooks, screws, sticky/masking tape, and/or any other materials that can damage our property are NOT to be used. Glitter, small tinsel, confetti, and/or small material is NOT permitted on the premises. Yard glasses or large glasses of any kind are not permitted. (See Damages)

Cake

The function host is welcome to provide their own cake. A cakeage fee of \$25 per cake will be payable at time of booking.

Food and Dietary Requirements

No outside food or beverages are permitted. Special catering requests and dietary requirements are required 7 days prior to your booking. We cannot guarantee that any food items are free from allergens or be certified as vegan or vegetarian menu items.

Prices

Prices and selection of beverages and food menus are subject to change. Public holidays incur an additional 15% surcharge.

Sunday Surcharge

A 10% surcharge is applied on Sundays to food and bar purchases. Customers who choose a party package will incur a 10% fee on food and bar portions if the package.

Security

A security guard is required for all functions deemed high risk by the venue manager for the duration of the event. The security fee is a flat rate of \$270. The venue manager will determine if additional security personnel are necessary. For celebrations of guests aged 25 years and under on the Terrace, a security guard will be required for the entire duration of the event.



Damage

The host of the booking will be accountable for all loss and/or damage which is caused to the premises by any guest.

Responsible service of alcohol

The Bowl is committed to the responsible service of alcohol at all times. The Bowl and its License follows strict RSA laws and has a duty of care for all patrons, we reserve the right to refuse entry, refuse service or remove any person that management feels is in any way behaving contrary to what is deemed acceptable by the approved government bodies or house policy.

Bar tabs / beverages on consumption

A spend amount and the alcohol you would like available throughout the duration of your package must be nominated. Credit card details must be provided. Bar tabs can be increased during your event but must be paid prior to close. Wristbands must be worn by guests who have access to the drinks package, so our staff can easily identify those eligible for service.

Minors

Minors are welcome at The Bowl provided they are in the immediate presence of a parent or legal guardian. Management at The Bowl maintains the right to shut down a function, at any time, in which they feel a minor has been illegally supplied alcohol. In this instance, no refund will be provided, and the host will be charged in full. In the event that an unidentified minor is present at the function, the minor will be asked to leave the premises by security. Any guest found supplying alcohol to a minor will be reported to the police.

Music and entertainment

We have regular live entertainment, DJs and in-house Crowd DJ playlists, all subject to volume and time limits. Check our social media for current lineups. During the winter, our venue reduces the number of live music performances, so if you are looking to hire an artist or DJ and cannot see a listing on your particular day/evening, please chat with our venue manager.

Portable pa system

In-house portable PA system suitable for speeches and presentations available to hire (\$30) for your event.

Responsible Behaviour

All attendees must adhere to venue [House Rules](#) and behave responsibly.

18th and 21st parties

These parties must order food from our platter menus with a 3 slices of pizza per person.