

PAVILIONS AND LAWNS



1/18 Brixton Rise, Glen Iris VIC 3146 phone 9885 2777 fax 9885 2722 email rbg@blakesfeast.com.au web www.blakesfeast.com.au

Function day and date: _____ Location: _____

Number of People: _____

Start time (incl. set up): _____ Finish time (incl. pack up): _____

Contact name: _____

Company/Organisation (if applicable) _____

Address: _____

Email: _____

Contact details: BH _____ Mobile: _____

Contact on day of function: _____ Mobile: _____

Purpose of this function: _____ How did you hear about us? _____

If you are using a lawn/pavilion for a wedding ceremony please complete the wedding ceremony booking form.

Approved Suppliers' details

Name of supplier: _____ Contact number: _____

Time Drop off: _____ Pick up: _____

Name of supplier: _____ Contact number: _____

Time Drop off: _____ Pick up: _____

Will any other supply vehicles require access? If so, please write their name, contact number and details below:

If you don't know supplier details yet, please leave blank or write TBC .

I have read and agree to the Terms and Conditions (page 2) of hiring blakes feast for the (location): _____

Signed: _____ Date: _____

To confirm your booking, please fill out this form and return it with the non-refundable deposit of \$110.00* to:

blakes feast phone 9885 2777
1/18 brixton rise, Glen Iris VIC 3146 fax 9885 2722

NB - Please note we require all bookings to have a credit card on file. In the event of damage/rubbish left your card will be charged for costs incurred (please see terms & conditions)

Credit Card Details:

Type of card: _____ Number:

Expiry Date: _____ Name on card: _____

Cheques/Money order please make payable to blakes feast. To pay by EFT National Australia Bank
Blakes Feast Pty Ltd bsb 083-347 acc no – 539340148

*Please note all credit card transactions will incur an additional transaction fee of 1.5%.

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BLAKES
FEAST

1/18 Brixton Rise, Glen Iris VIC **3146** phone 9885 2777 fax 9885 2722 email rbg@blakesfeast.com.au web www.blakesfeast.com.au

Bookings will be confirmed on receipt of the \$110.00* deposit & completed Registration Form. Please note that the deposit is non-refundable.

Clients should note that toilets can be a 'reasonable walk' from some locations, that running water is not available at all locations & that power is not provided with the site.

Final payment for site hire must be received in full 7DAYS prior to the function.

Clients & guests are not permitted onto the garden beds, to handle the plants or to climb trees. Clients found to be damaging RBG property will be charged for the costs of repair. If there is damage to the gardens or rubbish left on site, we reserve the right to charge your card for damages/cleanup fee.

Clients are responsible for the removal of all rubbish & bottles unless Blakes Feast is catering the event. Ice is to be poured onto drain grates on pathways and not to be disposed of on lawns or in garden beds.

Rose pavilion max capacity 45 guests, Tecoma Pavilion (including lawn) max capacity 60.

No rubbish, flowers or external suppliers are to be left in the RBG. Cleaning staff charge an hourly rate, deducted from your bond, for cleaning any remaining rubbish / supplies.

Any catering organized with Blakes Feast Catering will require a 50% deposit and full payment is due one week prior to event. Cancellations made within one week of the event will have 50% of the total food cost refunded. Cancellations not made prior to business close on the day before the event (mon-fri) will not be refunded.

It is required that the organiser / client conduct the function in an orderly manner in full compliance with the RBG regulations and all statutory requirements. Please refer to this link www.rbg.vic.gov.au/about_us/Act_and_Regulations

No amplified music is permitted during gardens open hours; music must be acoustic & audible to your lawn/pavilion area only.

The Royal Botanic Gardens is in a residential area. Please ask guests to leave quietly.

NO external caterer or alcohol is to be bought into the Royal Botanic Gardens.

NO ball games permitted within the Royal Botanic Gardens.

Suppliers must be RBGV approved suppliers, please ask a Blakes staff member for contact details.

When making a booking it's the clients' responsibility to research what events may be taking place in or around the Royal Botanic Gardens. Consider the time of day & location of the event & if this will impact your day. Lack of parking, amplified noise & road congestion as well as closures can often be a result of music festivals, fun runs & sporting events around the precinct, Blakes Feast takes no responsibility for noise generated or access issues from events beyond our control.

In the event of unforeseen circumstances, or if maintenance/works are required on your lawn/pavilion site - Blakes Feast reserves the right to move your event to another suitable area within the gardens.

We have a wet weather backup option available. Please ask one of our consultants for more details.

Please note bookings are for a minimum of 2 hours & include set-up & pack-down.

N.B Public Holiday rates apply.

Rates

october - april

Lawn Areas

M-F - \$135 per hour + gst

Weekends - \$170 per hour + gst

Pavilions

M-F - \$170 per hour + gst

Weekends - \$200 + gst

may - september (off peak)

Lawn Areas

M-F - \$70 per hour + gst

Weekends - \$120 per hour + gst

Pavilions

M-F - \$70 per hour + gst

Weekends - \$120 + gst