

the clubhouse

BONDI BEACH - AUSTRALIA

EST. 2013

functions

weddings

corporate

EVENT AUDIO VISUAL (AV) REQUIREMENTS FORM

Audio Visual Equipment

- If a computer is to be used during the event we will need to make sure the appropriate cables are available and that all software is compatible with our systems. Please DO NOT assume this.
- The hirer accepts responsibility for any equipment used during the event and will pay for any loss or damage to that equipment prior to any deposits or bonds being refunded.
- Any equipment required will be left at a pre-determined location on site after speaking with the AV Technician. All items must be returned to that location on completion of the event.
- At least 24 hours' notice is required for booking audio visual equipment.

Booking Details

First Name

Last Name

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Contact Phone Number

Mobile Number

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Email Address

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Date of Booking

Arrival Time of Presenter

Number Attending Event

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Please indicate the room you request to use the AV in:

Rooftop (Ben Buckler/Legends)

Ros Packer Room

Costings

Please note that all AV equipment is setup and managed by our technician. The \$250 AV upgrade fee is recommended if you require extensive AV and the technician will be on standby to assist throughout function. Otherwise the fees outlined below will be charged on an individual basis.

