



Thank you for considering using our Clubhouse for your event

POLICY
and Information regarding room hire at Heaton Moor Golf Club

Provided below is information that will hopefully assist you with arrangements for your event (further detail can be found on the booking form):

- Initial enquiries for room bookings can be made by contacting our office on either 0161 432 2134 (option 1) or email : info@heatonmoorgolfclub.co.uk. Bookings will be confirmed when your deposit payment is received.
- All bookings attract a refundable deposit against damages. Please ensure your Bank Account details are on the application form to ensure prompt refund.
- Regrettably the Club does not hold children's parties or 18th birthday parties. Christening parties are restricted to a 6 hour room hire. The room is not available for bookings on Saturday afternoons.
- If anyone is asked to produce ID for their age when purchasing alcohol, will be refused service if they are unable to provide acceptable photographic evidence.
- Any guest appearing to have consumed an excessive amount of alcohol will be refused service.
- Due to licensing laws all under 16s must be kept away from the bar area.
- Verbal abuse towards any staff member will not be tolerated.
- We have a fully stocked Bar with a wide range of Beers, Wines and Spirits along with a selection of alcohol-free beer and soft drinks. It is not permitted for Guests to bring their own alcohol.
- Layout and dressing of the room (if required) should be agreed with Bar & Clubhouse Manager. Confetti, party poppers or other similar small decorative pieces may not be used, and please do not attach anything to the walls.
- We have a dance floor.
- DJs or entertainers should liaise with our Bar & Clubhouse Manager regarding the set-up of any equipment and music/entertainment should finish no later than when the bell for Last Orders is rung. Please advise entertainers that the use of smoke machines is prohibited. Music on phones or laptops can be plugged in to our sound system.
- There is disabled access to the Clubhouse and facilities in the clubhouse. Please contact us for more information.
- Our Bar & Clubhouse Manager can be contacted on 0161 432 2134 (option 4) or email clubhouse@heatonmoorgolfclub.co.uk
- It is a condition of our room hire that you use the Club's Caterer for food at your event. A wide range of food and menus can be provided to suit all budgets from simple buffet

April 2024



to full meals. Catering must be agreed and paid for (directly to the Caterer) in advance of your event and must be served by 21.00. With agreement from the Caterer, you may be allowed to bring a cake in for your event but the **use of candles or candle sparklers is prohibited** as they activate the Club's Smoke Detectors. Our caterer can be contacted by phone or email Kiran on 07817 671 318 / kreative.catering@outlook.com

Safety information: - please bring this to the attention of everyone attending your event.

- The patio area in front of the Clubhouse is not available for use when golfers are on the course. Please obey the signs posted.
- Guests should not go onto any part of the Golf Course or the gardens around the Clubhouse as there are many potential dangers including the risk of being hit and injured by a stray golf shot.
- Please ensure children are closely supervised and kept in view at all times to ensure they do not put themselves at risk by straying onto the Golf Course or into the gardens
- If you hear the fire alarm, which is a loud siren, follow the instructions of the bar staff and evacuate the building quickly and calmly through the nearest fire exit(s) which are clearly marked. Assemble your group behind the flagpole, which is on the left as you entered the main car park, by the First Tee.

If you have any questions or need more information then please contact us on the numbers provided or on the day of your visit, speak to a member of staff.

Thanks and "Have a great time."

I have read, understood and agree to the Terms and Conditions of the Room Hire Policy

NAME :

(Please print)

SIGNATURE :

DATE :

April 2024