

# Dr. Morse

## TERMS AND CONDITIONS

**Please read these terms and conditions carefully. If you require further clarification we will be happy to assist. By proceeding with your booking, you accept these terms and conditions.**

### **GENERAL INFORMATION:**

**It is mandatory that upon entry to the venue you and all guests must present their vaccine passport to staff. It is required that guests must have received their second dose of vaccine to enter the venue.**

**If your party size on the night is not what you booked for, we reserve the right to re-adjust your booking space to appropriately accommodate your group size. Once we receive final confirmation on your guest count, we will allow for a 30min period past your booking time for your guests to arrive. After the 30min period, if your group size is smaller than your originally confirmed numbers we reserve the right to take back space for other guests. We will always leave you with an appropriate amount of space for your group size. If your group size ends up being bigger than your confirmed guest count, we may not be able to accommodate an increase in numbers.**

**General dining and drinks bookings run for 2 hours. Function bookings that partake in our functions packages and drinks packages run for 4 hours. Just for clarification, functions bookings include a food component.**

**All bookings must be secured through a pre-authorisation link. Pre-authorisations verify the funds on your card, but do not take anything out of your account and are only treated as booking security for us. We may choose to charge your card in the event of a no-show, so please let us know at your earliest convenience of any changes to your booking.**

### **LATE POLICY:**

**If for any reason you are late on the day of your booking, we have a 15 minute grace period so please ensure you call or email us to confirm your attendance or late arrival. In the event of a late arrival, your reservation may not be able to be extended & a shorter dining period will be applied.**



## **CANCELLATION POLICY:**

**Booking related deposits and pre-authorisations will be charged to you if you are a no show at the time of your booking or you cancel within less than 24 hours.**

**Functions may be cancelled maximum 8 days prior to your event. If you cancel within that time, all deposited funds may be forfeited.**

## **SPACE AND CAPACITY:**

**The beer garden is a casual, non-exclusive space. During your event, the venue will still operate as its usual bar and restaurant and will be open to members of the public. Your event will have plenty of space for your group to enjoy, with a mixture of standing and seating room. Please note that we are unable to provide seating on a per person basis.**

**Function Beer garden bookings are valid for 4 hours, after which the space may need to be reset and be made available again. We may have other reservations in this space and may not be able to accommodate an increase in numbers. If our venue is at full capacity, in accordance with our legal obligations, guests will be allowed entry on a 1-in 1-out policy. We recommend an arrival time no later than 7pm. Late arrivals may result in reserved signs being removed to accommodate other patrons in the venue.**

## **DEPOSIT REQUIREMENTS:**

**To secure your bookings, a credit card booking guarantee is required. This is just to verify there are funds present on your card, however it is not charged to you unless in the event of a no-show.**

**Tentative bookings are held for 48 hours, at which time the booking date and time will be released if a pre-authorisation or function deposit has not been made.**

**To confirm your food package, a 50% deposit must be made no later than 7 days before the date of your event. All dietary requirements and confirmation of numbers must also be provided 7 days prior to the event. Payment for the outstanding catering or beverage packages must be paid prior to, or on the day of the event at the latest. If payment on the date is preferred, a credit card must be provided upon arrival.**

## **CONDUCT:**

**Dr Morse practices Responsible Service of Alcohol and reserves the right to refuse entry or to remove a person who is intoxicated or displays unruly behaviour. Guests under the age of 18 must be accompanied by a parent or guardian and must leave the premises by 9pm or at the Managers discretion.**



## **MINIMUM SPEND REQUIREMENTS:**

### **Peak period NOVEMBER - JANUARY**

**Bookings of 20+ are required to meet our minimum spend of \$40 per person over food packages + \$70 per head over bar spend. Functions of 20+ must include a food component.**

### **Non-peak period FEBRUARY - OCTOBER**

**Bookings of 40+ are required to meet our minimum spend of \$40 per person over food packages + \$50 per head over bar spend. Functions of 40+ must include a food component.**

## **CONFIRMED FUNCTION BOOKINGS**

**A final confirmation of guest numbers, dietaries and a minimum 50% deposit is required a minimum of 7 days prior to your event. We may be unable to alter last minute function changes within the 7 days - and any function payments may be forfeit.**

**Pre-paid bar tabs are non-refundable if you do not reach your pre-paid amount.**

## **DECORATIONS AND ENTERTAINMENT CONDITIONS:**

**Our policy doesn't allow for decorations such as balloons and streamers. We also don't allow for external catering - however, if you wish to bring a cake we charge a cakeage fee of \$1per person (capped at \$20). Dr Morse programs music in-house from Thursdays - Sundays. Due to our music policy, speeches are unfortunately not allowed.**

