



Lane Cove Golf Club

ACN. 000 361 142
180 River Road, NORTHWOOD 2066
Phone 02 9427 6631
Website www.lanecovegolfclub.com.au

ABN. 50 000 361 142
PO Box 878, LANE COVE 2066

Email info@lanecovegolfclub.com.au

FUNCTION INQUIRY FORM - GENERAL

Hirer's Name: _____

Company/Assoc. Name (if appl): _____

Email address: _____

Phone: _____

Function Date: 1st Choice: ____/____/____ 2nd Choice: ____/____/____

Description of Function: _____

Venue Area & Guest Capacity:

- Upper Auditorium – Maximum 72 guests
- Lower Auditorium – Maximum 38 guests
- Outdoor Terrace / Deck – 50 seated/70 standing
- Whole Club – 140 seated/180 standing
- Conference Room – Maximum of 22 guests

No. of Guests: _____ Proposed 4 Hours: From ____:____ am/pm to ____:____ am/pm

Beverage Supply to Guests:

- Not Required
- Guests to pay their own
- Hirer to pay (via a bar tab)

Self-Serve Tea & Coffee Station (minimum 20 guests) - \$3.50 p/p: Not Required Yes

Catering: Not Required Yes – please tick to receive our menu packages

Audio-Visual Requirements (if any):

- Projector*
- Drop Down Screen^
- Whiteboard
- Microphone
- Portable TV
- Lectern

* Comes with 15-Pin VGA Cable (Male to Male), HDMI Cable and Apple Lightening Digital AV Adaptor

^ Drop Down Screen available in Upper Auditorium and Conference Room only

Entertainment? DJ/Band Photo Booth Photographer Club Radio/Own Music N/R

Any Other Relevant Function Information:

Note: Due to COVID-19 please note the Club is operating under the following rules:

All visitors (members, non members and staff) must provide contact details on entry for COVID-19 contact tracing purposes;

All visitors must provide evidence of full COVID-19 vaccination (unless you have a medical exemption). People aged under 16 who are not fully vaccinated must be accompanied by a fully vaccinated member of their household;

Face masks are mandatory indoors and for hospitality staff outdoors;

The square metre rule applies and density limits are determined in accordance with 1 patron per 2 square metres indoors, no limit outdoors;

Patrons are permitted to stand and drink in both indoor and outdoor areas, although discouraged;

Patrons are permitted to dance and sing indoors and outdoors but to exercise caution;

All purchases at the bar must be made by card. The ATM machine is no longer available;

Any persons with the mildest of COVID-19 symptoms (these include a cough, shortness of breath, rapid breathing, a sore throat, or a runny nose) are requested to stay home and get tested.

Please return to the Function Manager on email info@lanecovegolfclub.com.au