

## BEAUMONDE ON THE POINT- TERMS & CONDITIONS

### *Product Availability*

Beaumontde on the Point reserve the right to substitute food, beverage or service items, in consultation with the client, when issues arise regarding product availability or supply.

### *Provision of Catering*

Beaumontde on the Point will make every effort to work with clients and offer menu options to suit specific requirements. Sample and suggested menu items are provided from our comprehensive range. Clients and their guests are not permitted to provide food or beverages for consumption or distribution.

### *Tentative Bookings*

A booking is considered tentative once Beaumontde On The Point have prepared and forwarded a quotation document for the client's consideration. Tentative bookings will be held for a period of fourteen (14) days. After this time, tentative bookings may automatically be cancelled and reallocated to other enquiries without further consultation

### *Cancellation of a Tentative Booking*

Tentative bookings will be held for a period of fourteen (14) days and may be cancelled automatically unless the deposit and signed terms and conditions have been received. Cancellations of tentative bookings are required in writing.

### *Confirmation*

The booking is confirmed when we receive the deposit and the signed terms and conditions. The venue will be under no obligation to proceed with the event if the deposit and signed terms and conditions have not been received. Refer Deposits and payments

### *Deposit and Payments*

To maintain your booking, a minimum non-refundable deposit of \$2000 or 20% of the estimated function charge, whichever is the greater, is required within fourteen (14) days from the date the tentative booking is made.

Booking confirmations and deposits received more than fourteen days (14) after quotation are subject to Beaumontde On The Point confirming date and venue availability.

Deposit payments for weddings made within three months (90 days) of the event date will be calculated at 70% of the estimated function charge.

- Full pre-payment will be required for events booked within four weeks (28 days) of the event date
- A further payment of 50% of the estimated function charge is required three months (90 days) prior to the event
- Final pre-payment of the reception is required fourteen (14) days prior to the event unless prior arrangements have been made, speak to your event coordinator

If payment is not received the venue reserves the right not to proceed with the event.

Different deposits may apply during peak periods, but your event coordinator will quote the required deposit.

If prior approval has been received from the venue, corporate events may be invoiced for the balance after the event.

All accounts not paid within 7 days will incur a 5% interest charge.

Please use the reference number (given by sales coordinator), otherwise additional fees may be incurred.

*Personal cheques will not be accepted.*

EFT (direct deposit) payments must be referenced in accordance with the tax invoice or Beaumonde Hospitality reference number or the venue has the right to charge a bank/admin fee. EFT payments must be received fourteen (14) days prior to your function for final payment, with a remittance advice emailed to the venue with inclusion of the reference number.

### *Additional charges*

Include but are not limited to increased labour, increased beverage consumption, additional orders during the function and missing/broken equipment.

Additional charges will be calculated and paid for at the conclusion of the event by a nominated point of contact unless otherwise arrange with your coordinator.

When settlement is not made within 5 days, Beaumonde on the Point will charge the outstanding amount to the credit card provided in the booking confirmation.

All credit card payments attract surcharge – Amex 2 %, Visa/Master 1 %

### *Pricing*

Prices are based on current and expected cost increases, any change in price will be advised within 90 days (3) months of your event. All prices are inclusive of GST (Goods & Services Tax), currently 10%, subject to change based on Government requirements. Prices quoted more than 12 months in advance may incur a CPI increase.

### *Minimum Spend Requirements*

Will be quoted for each function; they are based on seasonality and other requirements.

### *Cancellation of a Confirmed Booking*

In the unfortunate circumstance where the client must cancel the function booking at any time prior to the date of the function, the venue may, but is not obliged to, offer the venue or the facilities for sale to third parties on the client's behalf. If the venue or facilities are not resold, cancellation charges will be applied as follows:

- Written notice is required for cancellation of a confirmed booking.
- Cancellation after the deposit has been paid results in forfeiture of the deposit
- Cancellation within three months (90) days results in 70% of the estimated function charge
- Cancellation within fourteen (14) days results in 100% of the estimated function charge

The venue may refuse, and cancel, a function booking at any time in the function booking process (including after a function booking has been confirmed and a deposit or payments have been paid), if the venue believes that the function may include illegal acts or activities, which might contravene the venue's operating licences, and/or the guests are likely to behave in a manner that will trouble other guests at the venue or might prejudice the venue's operating licences.

The client will be entitled to the return of any payments paid less a deduction for costs already incurred by the venue in preparation for the function. If the client is in arrears of any payments or amounts or deposits due as set out in deposits clause, the venue reserves the right to amend, cancel or terminate the function booking as if the client has cancelled it and the cancellation charges as detailed.

Estimated function charge shall mean the food, beverage and staffing/set-up fee.

### *Unforeseen Circumstances*

Beaumonde On The Point reserve the right to cancel a booking and refund deposits and pre-payments without further liability, if unforeseen circumstances such as, but not limited to, natural disasters, world pandemics, interruption to utilities and services, plant or equipment failure, industrial disputes, accidents or interruptions and unavailability of products result in Beaumonde On The Point being unable to deliver products or services as quoted.

### *Change of Dates*

A change of date is deemed as a cancellation, please refer to the cancellation terms and discuss with your coordinator.

### *Changes in Numbers and Slippage*

Any decrease in numbers more than 20% with less than 30 days' notice to the event will incur a slippage charge. This is calculated at 80% of the cost per person of the reduced numbers.

### *Final Attendance Numbers*

Minimum number of guests must be **confirmed five (5)** working days prior to the date or the venue will cater on the last numbers advised. All final arrangements are to be **confirmed five (5)** working days before the event by signing an event order.

Numbers that increase on the actual day of the event will be charged a 25% surcharge plus the additional food/beverage cost. The venue cannot guarantee the same menu will be served and there will not be delays with the event.

### *Food and Beverage*

Confirmed food and beverages must be received a **minimum of three weeks** (21 days) prior to the function. Changes made within this period may incur additional charges.

The venue is committed to the responsible service of alcohol and we are obliged to inform you that it is against the law for venue staff to serve intoxicated guests, we are also obliged by law to remove them from the licensed premises.

No alcoholic beverages will be served to any persons under 18 years of age.

No food or beverages may be brought into the venue for consumption during the event, unless otherwise arranged by management.

No food or beverages are to be removed from the function room.

### *Menu and Function Details*

All function details and instructions are not confirmed until such time as the venue receives them in writing.

### *Dietary Requirements*

**Fish** - the venue will endeavour to supply the type of fish you prefer for your function; however, fish is always subject to availability.

### *Allergens*

We advise that while preparing food for consumption at Beaumonde On The Point, we use ingredients and foods that may contain traces of substances that may cause an allergic reaction by guests consuming food at the venue. Beaumonde On The Point can take no responsibility for guests who may be affected by the ingredients or traces of substances contained in products used to prepare food consumed at the venue. Whilst all care will be taken to avoid cross contamination, we would like to insist that you carry appropriate medical aides such as EpiPens or prescription drugs that will alleviate any reaction experienced from the consumption of foods containing allergens responsible for food reactions experienced by you at all times whilst on the premises. We would also advise that it would be beneficial if someone within your guest list also knows how to use the EpiPen should the unfortunate need arise. We will require the guest to sign a form prior to the event. All other dietary needs should be advised to your coordinator a minimum of three (3) days prior to the event.

### *Other Functions*

The venue reserves the right to book other functions in the same function room up to one hour before the scheduled event commencement time and one hour after the scheduled event finishing time. Additionally, the venue reserves the right to book other events in adjoining rooms at any time.

### *Staffing*

Below is applicable when standard event timing is exceeded and at external venues.  
Per staff member per hour:

- \$45 per hour Monday–Friday (7am–midnight)
- \$55 per hour Saturdays and after midnight any day
- \$60 per hour Sundays
- \$15 per guest on a public holiday (min charge \$500)
- \$5 per guest per hour after the standard function time (min charge \$300)
- \$7 per guest per hour after midnight Fri/Sat/Sun (min charge \$400 subject to licence arrangements)

### *Standard Function Timing*

**Breakfast:**

2 hours, latest possible finish time is 11am

**Lunch:**

3 hours, latest possible finish time is 4pm

**Dinner:**

5 hours, standard earliest start time is 6pm; finish times are subject to specific licence arrangements – please discuss with

your wedding coordinator.

**Cocktail:**

2 hours, further charges and timings need to be discussed with your wedding coordinator.

### *Security*

All events over 200 guests, 21st and 18th birthday parties, events that span multiple rooms and events on a Friday and Saturday nights will require security at the cost to the client.

All school balls require security at the cost to the client.

There is a specific ratio of security staff to guests that will be arranged. Please discuss if security charges are applicable for your event with your coordinator.

### *Smoking*

At Beaumonde On The Point, smoking is allowed only in designated smoking area. Please advise Function Manager prior to the event.

### *Cleaning Fee*

A cleaning fee will apply if a guest is sick or if the venue needs to undertake any additional cleaning services due to function rooms or public areas being soiled.

### *Indemnity*

The client must always indemnify Beaumonde On The Point and its employees for any liability or claim arising for personal injury or death of any person or damage or loss of property in any way relating to the function or persons attending the function, except to the extent of omission, contribution or negligence by Beaumonde On The Point.

### *Insurance*

The venue's staff are always extremely careful when looking after guests' belongings, however, accept no responsibility for the damage or loss of property left in the venue prior to, during or after a function. The onus to arrange insurance is on the client

### *Wedding Food Tasting*

Food tastings for weddings are offered for dinner functions with over 80 guests. A complimentary food tasting is offered to two (2) guests only. Charges apply for additional guests attending the menu tasting (\$ 60 per guest).

Cocktail event tastings are not permitted.

Tastings will take place on designated days set by the venue.

Please speak to your wedding coordinator to discuss these set days and times. Your menu selection must be received by your wedding coordinator and can then be booked with no less than fourteen (14) days' notice. The food tasting is an opportunity to sample your already planned selected menu for your reception and to provide an indication of how the meal will be served to your guests. Our package wines are included in group tastings only – consumption items are not available for trial.

### *Display and Signage*

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the building. Signage in public areas is to be kept to a minimum and must be approved by the venue's management in advance of the event. If this is not received, the venue staff on the day reserve the right to ask for this to be moved or removed.

### *Guest List/Seating Plan*

The venue will provide printed black and white menus for your reception at request only. It is the client's responsibility to provide a clearly typed guest list and/or seating plan to be displayed for the event. Should the client be providing place cards for the reception, it is their responsibility to place these on tables. Prior approval from your coordinator must be obtained should you wish venue staff to do this. Please note that this same policy applies for any items being placed on seats/guest tables.

### *Venue and Dance Floor*

The venue manager will complete a "Dance Floor Condition Report" before and after every function.  
No tape (gaffa or otherwise) to be used on any surface - this includes dance floor, walls, wood surfaces, doors, walls, ceiling, pillars and furniture  
Blu-tac and other adhesives must not be used on any surfaces including movable wall, painted walls, wooden surfaces and pillars and furniture.  
Road cases and trolleys must be rolled over the protective mats. If mats are not in place, please advise staff before bumping in equipment.  
No item shall be dragged or slid across the dance floor; all items must be picked up and carried.  
All items with feet, legs must be equipped with rubbers, underfelt or similar or must be supplied with, and placed on, protective matting.  
Before chairs, table or other furniture is placed on the dance floor the rubber or felt feet must be checked.  
Drawing pins etc are not to be used on any wall, partition, wood surfaces and furniture.  
Scourers, steel wool, wire brushes and powdered or abrasive cleaners must not be used on any surface, furniture or equipment.  
Thinners, paint stripper, acetone or other chemicals cannot be used without discussion with venue management  
Any damage must be immediately reported to the manager and may incur charges.  
No item shall be leant on any wall, door or surface without protection being in place.  
Cable traps must be used to safely cover any cables laid over the floor. Suppliers must take responsibility to supply cable traps to suit their set-up requirements.

Confetti bombs, smoke machines and hazers are not allowed at Beaumonde On The Point. Should these points be missed, Beaumonde On The Point take no responsibility of impact to show. Cleaning fees will apply.

### *Cakes Provided by the Client*

Beaumonde On The Point provides a complimentary service for wedding cakes to be cut and placed on platters for each guest tables. Additional charges will apply for wedding cakes being served as dessert. Please discuss with your coordinator.

### *Suppliers and Decorators*

The venue does have restrictions on suppliers. Please advise your event coordinator of who is delivering, contact numbers and times of deliveries. The suppliers are responsible for pickup and delivery within the venue's guidelines.  
We strongly suggest that all suppliers quote on picking up at the conclusion of an event.  
They are required to provide current Public Liability Insurance and execute terms with the venue as well.

### *Hire of Catering Equipment, Damage and Loss*

Beaumonde On The Point does not accept responsibility for damage to, or loss of, any client property left on the premises prior to, during or after a function (including hired equipment/goods).  
Clients are financially responsible for any damage to fittings, property or equipment by themselves, guests, and outside contractors, prior to, during or after a function.

### *Items not Collected*

Any items that have not been collected after the reception will be disposed of after seven (7) days.

### *Music and Entertainment*

If the client has arranged for any entertainment or musicians for their function, contact details and arrangements must be provided in advance to your coordinator.  
No live entertainment/musicians unless prior approval has been obtained from Beaumonde Hospitality management. Please speak with your coordinator.

All supplier meals are to be accounted for as part of the Food and Beverage final numbers and are charged accordingly with the total being added to the final account.

### *Temporary Structures*

Permission must be gained from the venue to erect any temporary structure within the venue's complex and its surrounds. The venue will then seek formal approval from the Perth Council. Temporary structures are defined as "a building, tent, shelter, fence or other thing that is fixed to the land or to anything that is fixed to the land". Examples include dance floors, stages, fencing and umbrellas.

### *Deliveries*

The delivery of goods will only be accepted by the venue three (3) business days prior to an event and stored for collection two (2) business days after the event. Your coordinator must be advised in advance of all deliveries to the venue.

All deliveries must be marked with the name of the function, and function date.

The venue provides delivery slips if required.

### *Permitted Areas*

Morning Loading bay Access 7.00am –10.30am ONLY

Loading and unloading of single truck is permitted on loading bay at the time – only whilst the actual unloading or loading is taking place. Vehicle cannot remain parked there they must be moved into a designated parking area.

Beaumont goods and services lift behind the loading bay is meant to be used for deliveries, not front entrance stairs.

Suppliers are to be prepared to provide their own trolleys and staff.

No Truck or Van is to Block the Front Entrance of the Venue AT ANY TIME.

Deliveries after these times can be small and serviced from the Set Down Zone opposite the Loading Bay - 15-minute Service time via trolley only

Afternoon Loading Bay Access - 3.00pm – 5.30 pm ONLY

No Deliveries to the Loading bay after 5.30 pm

Deliveries after this time must be serviced via the Set Down Zone opposite the loading Bay -15 minutes service time via a trolley only.

Suppliers leaving the venue with Audio Visual, Sets and Furniture will have to decide with the Venue Coordinators instructions.

Evening Bump Out – from 12am

Major Set / AV Bump out can be stored ready for dispatch prior to 12 AM.

Bump Out starts to occur at the Loading Bay from 12 am ONLY – One Truck in the front Area at a time ONLY.

### *Car Parking*

Over 250 car parking bays are available in the public car park located in the front of the building.

Additional bays are also accessible in the adjacent car parks.

All parking within Point Fraser is paid.

As it is a public car park, the venue does not take any responsibility for any theft, damage or loss to any vehicles or goods that may occur in the car park.

A coach and taxi drop off lane is also available at the entrance to building enabling efficient drop off and pick up of your guests.

City of Perth bus number 24 is servicing guest between Fraser Point and city. Please see timetable below.

<http://www.transperth.wa.gov.au/timetables/details?Bus=24>





## Exclusively For Beaumonde On The Point, We Invite You To Embrace Our Refreshing Privilege

Just a short walk from Beaumonde on The Point overlooking the Swan River, Fraser Suites Perth offers 236 fully-furnished, luxurious studio rooms and apartments in Perth's Eastern CBD. Our prime location makes us the perfect hotel to enjoy all the entertainment and dining options Perth has to offer. Exquisite interior design meets practical luxury with our world-class apartments featuring opening floor-to-ceiling windows that capture panoramic views of the Swan River and its surrounds.

Rates\* Studio Deluxe Room 15% off Best Flexible Rate Valid until 31 December 2020

One Bedroom Executive Apartment 15% off Best Flexible Rate

One Bedroom Premier Apartment 15% off Best Flexible Rate

Log-in Details <http://perth.frasershospitality.com>

[Corporate / Promo Code Beaumonde](#)

[Booking Policy](#)

1) Rates offered are based on individual travel only for up to nine rooms. For groups of 10 rooms or more per night, please contact the hotel directly for a proposal.

2) Rates are available for use by and subsidiary company employees travelling for business. Reservations for leisure stays will be subject to availability on request. Your negotiated corporate rate is not applicable for retirees, family or friends.

3) For cancellation policy, please see conditions attached to the Dynamic Corporate Rate.

Peak Demand Periods & Black-Out Dates On occasion your Dynamic Corporate Rate will not be accessible, due to peak demand and limited availability. On these dates, however, you will still be able to access our regular 'Best Flexible Rates'.

Special Event Dates (Surcharges apply on these dates) - New Year's Eve 31 December 2020.

### Hotel Services/Facilities

Restaurant Heirloom Restaurant & Bar

Bar Lobby Lounge

Fitness Centre Complimentary use of our 24-hour fully equipped gymnasium

Swimming Pool Complimentary use of heated indoor lap pool, spa and sauna

Wi-Fi Complimentary Wi-Fi throughout the hotel

For Staff Deals/Leisure bookings or further information, please contact Fraser Suites Perth on 1800 099 465 or email [sales.perth@frasershospitality.com](mailto:sales.perth@frasershospitality.com)

\*Rates are nett, non-commissionable and valid for staff members only, not applicable to additional rooms booked. Staff member must occupy the room to access the Preferred Corporate Rate – Company ID can be requested

