

# Dunblane Bowling Club



(Updated: January 2024)

## Application and guidelines for use of Clubhouse

### Name & address of person/group using the Clubhouse

\_\_\_\_\_  
\_\_\_\_\_

Telephone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Member/Non-Member: - Yes / No

Date Required \_\_\_\_\_ Time: - from \_\_\_\_\_ to \_\_\_\_\_

Type of Function \_\_\_\_\_ Number of Children \_\_\_\_\_

Number of People Attending \_\_\_\_\_ Number of Members attending \_\_\_\_\_

Kitchen Facilities: - Yes / No Bar Facilities: - Yes / No

Deposit enclosed £ \_\_\_\_\_ Cash / Cheque (All deposits must lodge with applications)

I/We agree to abide by the Conditions for Use of the premises

Signed Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signed Member \_\_\_\_\_ Signed Member \_\_\_\_\_

### For Committee use only

Date Received \_\_\_\_\_ Decision \_\_\_\_\_ Date Reply Sent \_\_\_\_\_

Occasional Licence required: - Yes / No Date Applied for \_\_\_\_\_

Licence: - Granted / not granted Date Received \_\_\_\_\_

Bar Staff Paid or Voluntary \_\_\_\_\_

Details/Comments \_\_\_\_\_

## Guidelines for Private Use of the Club

Dunblane bowling Club is available for members and friends use for private functions. The following outlines the guidelines upon which the management Committee will sanction such use of Club.

**Type of Function:** - Anniversary, Retirement, Engagement, & Birthday Parties. (18<sup>th</sup> birthday parties are not encouraged as it is likely there will be many under eighteens in attendance) Also Funeral Teas and Other functions such as Bingo nights, fund raising/social nights, and dinners and dances.

**Member(s) Participation and Attendance.:** -There should be at least 2 Bowling Club members associated with the event and in attendance at all times during the event. Occasionally Non - members and groups from our local community may request the club facilities which are welcomed when sponsored by members, between 1<sup>st</sup> October to 31<sup>st</sup> March each year outside the bowling season. (Requests out with these dates will be considered on an individual basis.)

**Advance Notice Required:** - The Management Committee require at least 40 days prior warning of an event (It generally takes up to six weeks to obtain an occasional licence) although in the case of a funeral tea, every effort will be made to accommodate the function at short notice.

**Number of People Attending:** - The Club's capacity is seventy people for a meal, eighty people otherwise.

**Bar Staffing / Permitted Hours of Opening:** - Only Trained Bar Staff authorised by the Bar Convenor will operate the bar at any event. The bar must be closed at 12.30am and the clubhouse cleared, by 1.00am.

**Charges for hire of Hall:** - "Please contact a member of the committee for individual hire rates."

**Deposit:** - 100% payable one week after approval of application by committee to secure booking.

Some functions in the club (excluding parties) may utilise trained volunteer bar staff authorised by the Bar Convenor.i.e., Fundraising events, funerals, christenings etc. On these occasions (when volunteers are available) there will be no charge to members for using the facilities and a small donation to the club to cover cost of services. (Electric, Oil & Water) would be appreciated.

### **General Points:** -

- The Club (including toilets) should be left in a clean and tidy condition. If the kitchen facilities are used, then the kitchen must be left as it was found (Clean & Tidy).
- All breakages must be paid for,
- Decorations should be attached to walls with blue/white tack **only**. Sellotape and pins must not be used.
- Confetti style table decorations should not be used (i.e., small age numbers etc.). These decorations are difficult to clear up and jam the glass washer.
- While the Club facilities may be allocated for someone's specific use on occasion, Members will still have Access to the club
- All Deposits must accompany application form.

**Public liability insurance:** - Public liability (third party) insurance under the club's policy provides an indemnity to the club as property owners as a result of the club's negligence. This insurance, however, does not extend to indemnify any outside groups hiring the premises when the activity is not organised, run or managed by the club Anyone hiring the premises for a private function should check with their household insurers to ensure that the public liability cover would extend to include the organising of such an event or consider taking out such insurance.

**Data Protection:** - Your personal details will be held in accordance with the EU/UK General Data Protection Regulation (GDPR) 2018, detailed in our Privacy Policy available on our website