



## **Coombs Hill Barn Wedding Terms and Conditions**

**SECURING A BOOKING** To secure your wedding date, a 50% deposit is required. A written confirmation and receipt (tax invoice) will be provided. The remaining 50% of your account is due 2 months prior to your function along with the bond payment.

**ACCOUNT PAYMENT** Accounts can be paid via Direct Deposit. Credit card facility is also available with a 2.2% surcharge – please contact us at [hello@coombshillbarn.com.au](mailto:hello@coombshillbarn.com.au) or call 0424 020 850

**BOND** A bond payment of \$3,000 is required two months before the booking date, and, if necessary, utilised as a cleaning/ breaking bond to cover any cleaning of the premises over and above what is normally required, or other damage to the property or any breach of the Coombs Hill Barn Terms and Conditions. Bond is returned immediately upon post-stay inspection, but within a maximum of 14 days.

**CANCELLATIONS** For cancellations up to four months prior to your booking arrival date, we will provide a 50% refund of your initial deposit amount. Cancellations within four months of your booking date will result in a loss of your 50% deposit amount. Cancellations within two months of your booking arrival date will result in a loss of the full payment amount. All cancellations must be made in writing to [hello@coombshill.com.au](mailto:hello@coombshill.com.au). Your Bond will be refunded for all cancellations.

**COVID** Should a Victorian Government Statewide mandated lockdown make it illegal for you to travel to host your wedding at Coombs Hill Barn, we will offer you an opportunity to reschedule to an available date in the future. We do not offer refunds for any other Covid related amendments nor do we offer changes/reschedules. If statewide restrictions start while you are already at the property and you are unable to host your wedding, we will reschedule the remainder of your stay/wedding. Any other changes, requests or amendments regarding all other Covid related items is at the discretion of us as the operators. You as the hirer of the venue also agree that you are responsible for following all guidelines and requirements set by the Government in relation to vaccination status of yourself, your guests and vendors and adhering to capacity limits and any other event related rules set by the State or Federal Government. We do not offer refunds for any Covid-19 related issues other than Statewide Lockdowns. We recommend purchasing travel insurance to cover any financial loss should you need to cancel.

**ACCOMMODATION TERMS** I/we agree to abide by the Terms and Conditions in relation to the Accommodation as found on the Coombs Hill Barn website [www.coombshillbarn.com.au](http://www.coombshillbarn.com.au) \*please note that failure to abide by these terms may result in loss of bond.

**MAXIMUM NUMBERS** The maximum number of guests allowed is 100. For insurance purposes, guest numbers are to be confirmed at the time of booking.

**MUSIC** You are only permitted music to be within the Barn itself. An acoustic player or speaker can be used for your ceremony if outside. This is strictly enforced by council and failure to comply may result in a loss of bond.

**TIME OF EVENT** Your wedding must start no earlier than 10am and conclude by 11pm with all guests and contractors (excluding the 11 staying at the property) off site by midnight. The premises must be vacated on time and in an orderly and proper manner and no nuisance is to be caused to the surrounding area / neighbourhood. This is strictly enforced by council and failure to comply may result in a loss of bond.

**MAXIMUM ACCOMMODATION NUMBERS** The maximum number of guests permitted to stay overnight on the Coombs Hill Barn is 11. No variations are allowed without prior arrangement.

**TOILETS** All wedding guests / staff should use the external portable toilets if applicable for the duration of the event. Only those who are part of the 11 guests at the property should use the amenities within the Barn itself.

**CAMPING & CARAVANS** Absolutely no camping or caravans are allowed anytime

**RESPONSIBILITY FOR GUESTS & CONDUCT** Coombs Hill Barn does not accept responsibility for damage to or loss of any client and guest property, including gifts left on the premises prior to, during or following a wedding or stay. Any damage caused by guests will be the financial responsibility of the organiser/booker and the costs associated with repairs or cleaning will be charged accordingly. This includes the entire property and grounds. The duty of care to all clients and guests regarding the responsible service of alcohol is the responsibility of the wedding organiser/booker. You must abide by the responsible service of alcohol laws at all times. At no time will the organiser/booker commit any act or permit its employees, agents or invitees to commit any act that is illegal or offensive or is in breach of any statutes, by laws, regulations, or any other provisions having the force of law.

**SMOKING** Smoking is not permitted on any part of the property except in the allocated smoking area provided. Smoking is not permitted inside the Barn, the deck or carport at any time. You will be charged for additional cleaning accordingly.

**FURNITURE/PROPERTY ITEMS** Any damage to any piece of furniture or furnishing including walls and carpets is the sole responsibility of the booker/organiser and you will be charged accordingly. You must not drag any furniture across the floor at any time. Stilettoes must not be worn on any hardwood flooring including the stairs.

**CELEBRATORY DECORATIONS** Organisers are financially responsible for any damage sustained to fittings, property or equipment by the client, guests or outside contractors prior to, during or after the event. Please do not nail, screw or staple any items to walls, posts, doors or other surfaces without approval. Please remove and/or clean any items used prior to departure (eg, rose petals etc).

**MARQUEES** Marquees on the property by prior arrangement only.

**CLEANING** Standard cleaning, including linen and towels, is included in the venue hire price. Excessive or additional cleaning of the venue and surrounds including floors, carpets, linen, towels & bathrobes will incur additional charges

**RUBBISH** Please place all rubbish, including recyclables, in the large commercial bin next to the carport.

**CHECKING OUT** You must depart by 10am on your departure day. All items including contractor items must be removed by this time.

**FIRES/CODE RED DAY** There are no open pit or other fires allowed anytime during your event. Weddings scheduled for Code Red Fire Days will need to be rescheduled as our council permit does not allow weddings on Code Red Fire Days

**SWIMMING** Swimming in the dam is not permitted during weddings and events due to insurance reasons.

**PARKING** All guests must park in allocated areas. No vehicles associated with the events may be parked on any public land, including the road reserve

**UPDATES, PRICING & CANCELLATIONS** Coombs Hill Barn reserves the right to update these Terms and Conditions at any time. Prices are current at time of quotation but are subject to change without notice should your deposit not be paid within 7 days. Should management have cause to believe that a function will adversely affect the running of our business, its security, reputation, or council permit, we reserve the right to cancel the function booking.

**ACCEPTANCE OF TERMS** By paying the 50% deposit, you agree that you are personally liable for the payment of the balance of the total invoice and bond, and accept the above Coombs Hill Barn Wedding Terms & Conditions and the Coombs Hill Barn Accommodation Terms and Conditions.

Names: \_\_\_\_\_ & \_\_\_\_\_

Signatures: \_\_\_\_\_ & \_\_\_\_\_

Date: \_\_\_\_\_