

# TRINITY BAR

## FUNCTIONS @ EDEN'S ROOM / COSTS, TERMS AND CONDITIONS

**WE ARE NOT TAKING ANY FULL-ROOM FUNCTIONS UNTIL FURTHER NOTICE.  
SMALL GROUP BOOKING ARE STILL AVAILABLE.**

---

**SATURDAY NIGHTS** - For fully staffed and exclusive use of Eden's Room there is a hire charge of \$300. This will be refunded should your total spend exceed \$2500. Should your total spend fall below \$2000 we may charge 50% of the shortfall. For this reason we recommend functions for no less than 70 people. All deposits must be paid by credit card.

**SUNDAYS** - Hire charge is \$300 refundable with a total spend of \$1500.  
For the unmanned use of the room there is usually no charge.

We do not take functions on Mondays, Wednesdays (Trivia Night), Thursdays and Fridays.

Fridays - we now have Eden's Room fully staffed and open for all from 5.30pm.  
We are happy to reserve an area for groups of up to 30 people, provided you can arrive by 6pm.

**PHOTO SHOOTS & MEETINGS** - Usually \$50 per hour - call to discuss your requirements.

**CORPORATE HIRE** - For a change from the office, for meetings or conferences, Edens Room may be the place for you. We offer morning and afternoon refreshments, plus lunch from the bistro. The room is available from 9.00am to 5.00pm and includes 50" plasma with laptop connection facilities, an open air courtyard and full bar if required. Hire fees vary, so please call.

\*21st Birthdays - are at the Hotels Discretion. Please call to arrange appointment with Sean, Ray or Dean.

\*Christmas Bookings - please call Hotel to ask to speak to Sean, Ray or Dean.

\*Costs vary for Public Holidays & Christmas Periods.

### OPENING TIMES

---

Eden's Room is available from 9.00am to midnight Monday to Saturday. Sundays 12 noon to midnight.

### PAYMENT

---

We require credit card details at the time of booking, all other payments can be made anytime before or on the day of the function.

AMEX and DINERS will incur a 3% sur-charge

### CANCELLATIONS

---

We will retain your deposit of \$300 for all cancellations and for cancellations less than 21 days notice a further \$300 will be charged to your credit card. All cancellation must be made in writing and faxed to the Hotel.

### DECORATIONS

---

Weighted balloons are welcome. Any other decorations are highly discouraged - call to discuss.

### FOOD & BEVERAGE

---

Please inform use if you would like to bring a cake. Any other food and beverage may not be brought on to the premises.

Finger food orders must be received within 72 hours of the function.

### FACILITIES

---

We have plasma, IPOD & MP3 dock, laptop & microphone facilities. Please let use know your requirements.

### MUSIC

---

We have a choice of music available. However we recommend you bring your own IPOD, MP3 players or laptop to the exclusive hire of Eden's Room.

### DRESS

---

We expect a minimum of smart casual attire. House rules apply.

### RULES & REGULATIONS

---

House rules apply to all functions, these include responsible service of alcohol and all applicable laws. The client is responsible for the conduct of their guests, and liable for any damages or losses caused. Credit card details will be kept as security. The management reserve the right to refuse entry or service and to remove undesirable persons without liability.

### LIABILITY

---

The Trinity Hotel cannot accept responsibility of liability for the loss, theft or damages to any property belonging to your function guests or invitees.

Theft, Damages and Breakages to our venue could result in an addition charge to your credit card.

### SMOKING

---

Is only permitted in outside areas of the hotel. Trinity Bar smoking policy is available on request  
Eden's Room has an outside area for smokers.