



The Matilda Room

VENUE INFORMATION

This brand-new venue boasts contemporary and stylish finishes, a versatile floor plan and state-of-the-art audio visual features. Suited for conferences, fundraisers, weddings, private parties and gala balls, the event space includes a casual lounge with gas-log fireplace, outdoor deck and bar, two indoor bar areas and floor to ceiling glass views of the racecourse gardens, mounting yard and winning post.

Our dedicated Events Team will ensure every detail is beyond your expectations and will work with you to ensure the smooth flow of your event whilst our experienced in-house caterers will be sure to delight and impress your taste-buds.

The room offers 180 degree exquisite views of lush surrounds, and is the elegant and unique venue you deserve for your event.

- New modern venue with versatile spacing options tailored to your event
- Partially undercover outdoor alfresco space with private bar
- Entrance lounge with gas-log fire place and bar
- Event space with floor-to-ceiling windows offering racecourse views
- State-of-the-art AV facilities, including zoned music, microphone and visual display capability
- On-course superscreen
- Customised menu available to suit your needs and budget
- Dedicated Events Team to guide your planning journey
- On-site car parking
- All-inclusive wedding packages

TERMS & CONDITIONS OF HIRE

THE MATILDA ROOM

Booking fee

1. Confirmation of an event must be made within seven (7) days of a tentative reservation with the Booking Form signed and dated and non refundable booking fee paid.
2. All event hirers must be over 18 years of age.
3. Under no circumstances will 18th birthday parties be allowed and individuals booking venues under false pretences will forfeit their booking fee and the booking will be cancelled.
4. 10% discount on Venue Hire applies only to WRC Members, Colts & Fillies Members, Galleywood Club sponsors and Feature Race Day sponsors, provided they are financial at time of booking.
5. If confirmation is not received within seven (7) days, WRC reserved the right to cancel a booking and allocate the venue to another client. WRC reserves the right to cancel or postpone a tentative booking at any time should a race meeting be allocated on the date.
6. If damage has been sustained during the event all repair costs will be deducted from the booking fee. If these costs exceed the bond, the hirer will be responsible to compensate WRC accordingly.

Final Payment

7. Full payment of the total cost must be paid within seven (7) days after the event either by direct debit, cash, credit card or eftpos.

Cancellation

8. In the case of an event cancelling, the booking fee is non-refundable.
9. A change or postponement of a date will incur no additional cost should notice be given at least four (4) months or more from date of event.

Final attendance

10. Final number of confirmed guests is required in writing seven (7) days prior to event date. If final numbers are not confirmed, an invoice will be issued for the estimated number of guests originally advised upon booking whether or not full attendance is received.

Covid-19 information

11. The hirer agrees to abide by the restrictions of the Government and protocols put in place by the Warrnambool Racing Club in relation to COVID-19 at the time of the event.

Access & Use of Venue

12. Client can access venue within office hours of 9am-4pm a day prior to their event (subject to availability) or by prior arrangement with WRC.

13. Unless approved by the WRC prior to event, no signs, displays, labels or decorations are to be nailed, screwed, taped, stapled or adhered to any surface or part of the venue.
14. Pyrotechnics and unauthorised use of candles are not permitted.
15. Venue management reserves the right to control the quality and volume of all entertainment.
16. Alcohol will not be served to any entertainers unless given permission by the client.

Car parking (Matilda Room)

17. Vehicle parking will be via Gate B off Grafton Road. All vehicles are required to park outside the gate, guests can make their way on foot to the Matilda Room. If you need access to drop things off to the room, this must be organised prior with the Events Team. All cars must ensure they stay on the paths provided on course, do not park or drive on any grassed areas.

Public Holiday Surcharge

18. All events held on a Victorian Public Holiday will incur a 15% surcharge on total invoice.

Smoking and Responsible Service of Alcohol

19. No smoking is allowed inside any WRC venue or on the deck. Smoking is only permitted outside of these areas.
20. WRC follows guidelines for responsible service of alcohol and staff members are instructed to adhere to WRC house policy and the legislation and regulations under the Liquor Control Reform Act 1998.
21. No alcohol is to be brought onto the premises.
22. No glass is to be removed from the Matilda Room.

Security

23. Venue management reserves the right to exclude or eject any objectionable persons from the premises, stop entertainment, game or other activity which is their opinion is illegal, improper, indecent or unsafe and is likely a nuisance.

Responsibility

24. WRC will take necessary care, but does not accept responsibility for the damage or loss of goods left on the premises prior to, during, or after the event.
25. Clients are responsible for providing the management of their guests into their event.
26. Clients and guests are not permitted to supply their own food and/or beverages, with the exception of celebratory cakes.

Emergencies Dial 000

VENUE BOOKING FORM

THE MATILDA ROOM

Event date: Event type:

Booking name: Mobile:

Address:

Email:

Venue Hire Fees - please tick		Member Price after discount	Additional Hire Items - please tick		Member Price after discount
<input type="checkbox"/> Outdoor Deck	\$550	<input type="checkbox"/> \$495	<input type="checkbox"/> Wedding ceremony fee	\$350	<input type="checkbox"/> \$315
<input type="checkbox"/> Matilda Room One	\$660	<input type="checkbox"/> \$594	(Includes use of garden or Matilda Room grandstand)		
<input type="checkbox"/> Matilda Room One & Deck	\$770	<input type="checkbox"/> \$693	Member Name:		
<input type="checkbox"/> Matilda Room Two	\$660	<input type="checkbox"/> \$594	Member Number:		
<input type="checkbox"/> Matilda Room Two & Deck	\$770	<input type="checkbox"/> \$693	Total Payment		
<input type="checkbox"/> Full Matilda Room	\$990	<input type="checkbox"/> \$891	\$ <input style="width: 150px; height: 20px;" type="text"/>		
*Prices include GST					

METHOD OF PAYMENT: CASH CHEQUE CREDIT CARD

Credit card number: _ _ _ _ - _ _ _ - _ _ _ _ Expiry: _ _ / _ _

Card holder: Signature:

Important details regarding your event

Payment of Hire Fee: Payable at time of booking.
Liquor Licence hours: Venue is licensed until 12am.
Venue access: Hirer may access venue for set up 1 business day prior to event (subject to availability) or by prior arrangement with Events Team.
WRC after-hours emergency contact: Lynne Watts 0417 055 267 or Kate Lindsey 0488 007 111

I hereby declare that I have read all the terms and conditions of hire and am aware of my responsibilities in relation to hiring the Matilda Room. **Signed by hirer:**
Date: