



CLUBHOUSE BOOKING APPLICATION

The Clubhouse and its facilities are the property of the Kyalami Estates Homeowners Association (KEHOA) and are for the use of Kyalami Estates Residents and their guests only.

CLUBHOUSE BOOKINGS CAN ONLY BE MADE BY THE ESTATE OFFICE.

Bookings and Fees:

Weekday Sessions (up to 13h00 on a Friday)

	Times applicable	Fee	Deposit
Morning Session	09h00 – 13h00	R300.00	R600.00
Afternoon Session	13h30 – 17h30	R300.00	R600.00
Evening Session	18h00 – 22h00	R300.00	R600.00

Weekend Sessions

	Times applicable	Fee	Deposit
Morning Session (Saturday)	09h00 – 13h00	R700.00	R1400.00
Afternoon Session (Friday/Saturday)	13h30 – 17h30	R800.00	R1600.00
Evening Session (Friday/Saturday)	18h00 – 22h00	R1000.00	R2000.00

Please note the following:

- **The clubhouse is not available for hire on public holidays and Sundays**
- Times will be strictly enforced
- The use and hiring of the clubhouse is restricted to 60 (sixty) people
- It is the hirer's responsibility to **clean the clubhouse after use**, failing which KEHOA will clean the premises and deduct the cost thereof from the deposit. Should the clubhouse not be clean when taking possession, please immediately report this to the security personnel member who opens the clubhouse for the hirer.
- There is no provision of items for hire. It is the responsibility of the hirer to provide all items required during the function.
- Deposits will be refunded after the function and once the premises have been inspected to ascertain that they have been cleaned and that there are no damages of any nature to the facility.
- Should music be played at any evening function it must be turned off by no later than **22h00**.
- **Cancellation Policy:** Full costs will be refunded on cancellations made up to 7 days before the date of hire. Cancellations received within 7 days of the date of hire will attract a cancellation fee of 100% of the hire fee.

Nature of Function						
Name						
Stand Number						
Date of Hire						
Morning Session		Afternoon Session		Evening Session		

Please tick appropriate box

Hire fee paid: _____

Deposit paid: _____

I _____ the resident of stand _____ accept all liability and responsibility for the contents and use of the clubhouse, as well as all guests attending my function.

Signature: _____

Date: _____