

442 Bar & Grill
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VAT registration No. 247 7193 78

‘THE LOUNGE ROOM’

DATE :

NAME	
ADDRESS	
CONTACT NO	
DATE OF FUNCTION	
TIME ROOM REQUIRED	
OCCASION	
GUESTS	
ADDITIONAL COMMENTS (DJ/ PITCH HIRE/ BOUNCING CASTLES ETC)	
FOOD REQUIREMENTS	

FEES & CHARGES

ROOM HIRE £100 (from 6pm, £15 per hour charge if required before this) (Payable to Secure Booking)	DATE :	SIGNED :
DEPOSIT £100 (Payable 14 days before Booking)	DATE :	SIGNED :
FOOD £..... (Payable 14 days before booking)	DATE :	SIGNED :

DECLARATION

I/We do hereby agree to pay a booking deposit of £100. I/We understand this fee is refundable the day after the event if all parties agree that the room is left in a clean state, no damage to any furniture or fittings and no food trays have been removed off the Premises, and that all furniture is replaced to its original position as it was found.. The room Hire fee and any food add on to be paid 14 days prior to the booking. I/We have read and understood the booking notes attached. All parties agree to the fees stated above and hereby accept the amounts charged.

Please sign below to say you have read, understood, & received a copy of the below

FULL NAME :	
SIGNED :	
DATE :	

442 Bar & Grill Room Hire

A function room for private hire suitable for all occasions

- Weddings
- Anniversaries
- Christenings
- Birthdays
- Wakes

Buffet Food

Want affordable, quality food options for your function? See below menus to see what we can offer.

Option 1 £4.50 per head, (£5.00 per head with cakes) Cold finger buffet including selection of sandwiches, cobs, rolls, assorted platters, garlic bread, sausage rolls, cheese & onion rolls, pork pies, quiche, cocktail sausages, bread sticks & a selection of desserts (see appendix 1).

Option 2 £5.00 per head hot Indian snacks (samosa, pakora, sauces, poppadoms) and a main course (chicken curry/daal, rice or naan).

Option 3 £6.95 per head Indian 2 course, freshly prepared on site meal including sheekh lamb kebabs, tandoori chicken tikka, samosa, sauces, poppadoms, mains a choice of chicken curry, tarka daal/mixed veg, rice, naans, yoghurt.

Feel free to have a selection of the above, just let us know and we can give you a price.

Queries, allergies or special requests on Food: Get in touch by one of the means below.

Function room:

An excellent lounge room with bar attached. Available for private hire for **min. 50 people and max. 100.**

Funeral/Wake reception venue

The club also offers a venue for funeral wakes and to celebrate the memory of a loved one. If you are making funeral arrangements and are organising a gathering of family and friends, large and small events can be sensitively organised for you at the club.

Our experienced, professional staff recognise the importance of such events and can organise catering, public address equipment and anything else you may require.

On the day itself the club will endeavour to provide a sympathetic, discreet and efficient service for the bereaved family during this difficult time.

Thanks for your interest in hiring our function room!

FAQ

Who should I speak to regarding hire of the function room?

You can get in touch with us in many different ways; email (info@442bar.com), telephone/text 07737 977892 or 01902 609946, Twitter (@442Bar), Facebook (442Bar), or the good old fashioned way and pop in to have a chat with a real person (Mon-Fri 430pm till late, Sat-Sun 12pm till late).

What is the cost of hiring the function room?

The cost of hire for the lounge room is £100.00 to secure the booking. We do also ask for a refundable* deposit of £100 (payable by cash or card) to cover any damages to be payable 14 days prior to the event. In the case of a cancellation a full refund will be given provided it is 28 days or more before the event, 50% returned if the cancellation is less than 28 days but more than 14 days before the event, 25% refund if less than 14 days but more than 7 days and no refund if it less than 7 days before the event .

The room is available from 6pm for evening functions, if you require the room before this there is an additional £15 per hour charge. daytime hire i.e. from 12pm, room hire charges are £100 till 6pm, any additional time is £15 an hour.

*Deposits will be fully returned or deducted from any final invoice providing no damage has been caused.

Do I need to be a member to hire the room?

No

How many people can it hold?

Seated : 65 seated

Total occupancy: 100 people

How do I reserve the room?

By paying the full hire charge (£100 inc VAT + additional hourly charge if applicable) you will reserve the room for your date. We request the deposit is paid at least 24 hours prior to the event being held.

Is the function room available ondate?

Just contact us by any means as above and will advise.

Food / Buffet

Can I make / bring my own? Yes you can! We do ask that all waste food, plates, cutlery, trays are removed at the end of the night.

Do you offer any catering services? Yes we do. Please see the options, or speak to staff if you have any special dietary requirements.*

We can tailor this to your requirements.

Payment for any of the Buffet options is required at least 14 days before the event.

***Any left over food MUST be taken away at the end of the function, we do ask if you do wish to take food away please bring your own containers/tupperware and storage. Unfortunately we do not have the facilities to store any leftover food to be collected at a later time.**

Any Buffet trays provided by the venue must be returned at the end of the function, we are unable to provide these to take any leftover food away. These will be chargeable if removed.

DISCO / ENTERTAINMENT

Can I arrange my own?

Yes but your DJ must have a PRS licence. You can find out more here (www.prsformusic.com) but your DJ will probably know if they have this.

In House Dj Contact No.s

Below are Dj's we use in house please contact them to see availability and fees.

Ian 07846 146742

Vinny 07525 352504

Can the room be decorated?

Yes, but we or our staff do not offer decoration and are unable to assist in this. You are welcome to decorate the room yourselves as long as no damage is caused to walls & furnishings. No sticky tape, Blu Tack is allowed.

You are allowed to move tables & chairs around to suit your requirements, however, we do ask that all furniture is replaced back to its original position immediately after your event has finished. Unfortunately

our staff will not be able to do this for you. The room will be cleaned by our cleaning team after your event, they are also unable to move furniture back. Thank you for cooperation with this matter.

Is there an area where children can play?

Children must be supervised at all times by an adult during your function. There are substantial grounds around the bar including artificial 3G football pitches, not free to use but if you do require speak to us and we will advise.

What times can we have the room from/till?

The room is available from 6pm onwards, if you do require the room earlier this can be arranged, however, there is an additional fee per hour (see above). The room is constant use, we are unable to allow access privately before the set time unless agreed.

The function room is available for hire until midnight.

Can I bring my own alcohol?

No! No drinks alcoholic, energy or soft drinks are permitted to be brought in from outside.

Is there a stage/Dance floor in the function room we can use?

There is a small dance floor located centrally with space for a DJ to the side. We do have use of a stage if required.

Is there any music/PA system I can use?

Yes, please speak to the club to arrange this.

Is there Wi-Fi?

Yes this is picked up from 'BT Sport'. No password is required.

Fire Safety

There will be no planned fire drills on the day of your event, if there are you shall be notified in advance.

The Fire Alarm in the Building is a continuous ringing siren. Evacuate as soon as the alarm sounds – do not go out of your way to collect personal belongings. Follow the evacuation arrows (green 'running man' signs) to your nearest safe emergency exit. Your nearest safe emergency exit will not necessarily be the normal exit route; therefore it is important that you follow the signs. Upon leaving the building

make your way to the designated Fire Assembly Point located at the left side of the car park (near the entrance). Remain at the Assembly Point until given instructions to do otherwise. Do not, under any circumstances re-enter the building until given authority to do so. IF YOU DISCOVER A FIRE Raise the alarm by activating the nearest Break Glass Unit. Do not attempt to tackle a fire unless it is safe.

Please note for all private bookings it is the responsibility of the lead event organiser (person signing the form or designated person) to ensure that all guests follow the above instructions and leave the building.

I have another question...who should I ask?

Just pop in or drop us a line by email or social media and we will do our best to answer you right away.

- We operate a strict policy on underage drinking. Guests that appear to be under 25 years of age may be challenged for photo identification in the form of a passport or a driving license.
- Final numbers to be confirmed 14 days prior to the event start date.
- Insurance - We do not accept responsibility for the damage and safe keeping of any goods or personal property brought to the building before, during or after the event. It is the hirer's responsibility to arrange adequate insurance to cover such items.

Thanks again and we hope you have a great function at the 442 Bar!

Appendix 1 - Food Option 1

Selection of Sandwiches & Cobs
(Cheese, Ham, Beef, Turkey Salmon, Tuna, Egg Mayo)
Chicken Nuggets
Cooked Pork (sliced)
Sliced Crusty bread & butter
Pizza Garlic Bread
Savoury Pork Pie
Quiche
Sausage Rolls
Cocktail Sausages
Samosas
Mixture of Chicken wings and legs
Pringles Crisps
Black pudding on French stick
Salad
Tray Pickles
Pineapple & Cheese
Prawns & Crab sticks
Selection of cakes