



THE UNICORN CLUB

The Unicorn Club is Melbourne's smartest function centre.

Situated on the picturesque grounds of Melbourne High School, just minutes from the CBD, South Yarra station/trams and with plenty of off street parking, it's perfect for birthday parties, formal and informal dinners, seminars and conferences.

The undercover balcony overlooking the beautiful grounds and majestic architecture of Melbourne High is a unique space for pre-dinner drinks or an informal BBQ. Inside, the club can handle up to 150+ people in a non-formal setting or up to 80 guests in a number of formal table configurations.

A standard hire package includes napery, chair covers, and candles and you are very welcome to bring your own additional decorations.

Also included in the standard hire package is use of the Plasma television, data projector and screen, a PA system and hand held wireless microphone.

The Unicorn Club is licensed until midnight. License extensions (\$110) can be arranged with 6 weeks notice.

Visit the Unicorn Club

Please ring me on 03 9824 0480 and let's make a time for you to visit the Unicorn Club and discuss its suitability for your function.

During the school day the Claremont Street gate is generally closed to traffic; entry to the school grounds is the Forrest Hill gate from Chapel Street. Please contact me for the access code for the boom gate.

We look forward to hosting your function at **The Unicorn Club**.

Margie Burton
Event Manager

The Unicorn Club
MHSOBA Inc
T 03 9824 0480
F 03 9827 0257
M 0412 105 383
E margie@mhsoba.asn.au



THE UNICORN CLUB

General Information

Staffing

Monday to Friday	\$55 per hour per staff member
Saturday	\$66 per hour per staff member
Sunday	\$77 per hour per staff member
Public Holiday	Add 25% to the Sunday rates

There will be an additional charge (approximately 1 hour) for staff to setup and another 2 hours minimum charged to cleanup at the conclusion of the function. (Rates are inclusive of GST)

Catering

We can provide you with a quality catering services for your consideration. We will do all the arranging for you if you tell us your basic requirements. We will provide you with a detailed written quote for your function.

Alternatively, you are able to deal directly with the caterer we recommend or, if you prefer, you are able to arrange your own catering. [Crave Catering](#)

A detailed listing of the usual drinks available, and their prices, is included with this information. If you wish to specify particular wines or other drinks then we will quote their service price for you.

We have a large modern mains gas barbecue on the undercover balcony if you would prefer barbecue catering.

Club Room Rental Charges

These are fixed at the following hourly rates, with an additional set up time if special requirements are needed. The charge appropriate to your function is indicated. Inclusive of GST

Conferences (Monday to Friday 8.00am – 5.00pm)	\$440.00
Hourly rate	\$85.00
Full day hiring rate (Saturday & Sunday 8.00am – 5.00pm).....	\$550.00
Hourly rate (Saturday & Sunday).....	\$100.00

Note: There is a 20% discount on these rates for affiliate clubs of MHSOBA; **Free for financial members of MHSOBA**; and a 10% discount for past MHS students who are not members of MHSOBA.

There will be no additional rental charged for setup and cleanup.

Audio-Visual Facilities

The club has installed a modern audio-visual system including motorized large projection screen, , plasma TV screens, surround sound speakers, lectern and microphone, wireless microphone, DVD player and CD player. You will need to provide your own laptop if you are using PowerPoint presentations. There is no charge for the use of this equipment but it must be controlled by the appropriate staff member.



THE UNICORN CLUB

Terms & Conditions

Deposit and Payment Details

A \$200 deposit is required to confirm your booking.

If the function is cancelled less than 14 days prior to the booking date then the deposit will be forfeited. Up until then the whole of the booking fee, less a \$50 service charge, will be refundable. Please note that all prices quoted (rental, labour and other costs) are **exclusive** of GST.

Credit card details are required in order to secure your bookings.

Visa MasterCard

Cardholders Name:

Card Number:

_____ Exp: _____

Card Holder Signature: _____

Please take deposit payment from this card: Yes Amount _____

Please use this card for security purpose only: I will pay by Direct Deposit Cheque

Payment Options

Payments can be made by either direct deposit, credit card or bank cheque.

Direct Deposit details:

Bendigo Bank BSB: 633-000 ACC: 15526 6935
Melbourne High School Old Boys' Association Inc

Liability and Indemnity

We shall have no liability to you or any other person in relation to your use of the venue. You will be liable to us and indemnify us against any loss or liability we may suffer in connection with your use of the venue or any breach by you of these Terms and Conditions.

Damage

If a client or guest is found to have damaged venue property or equipment (during setup, event period or pack down) the client will be held responsible and will be billed accordingly post event.

Responsible Service of Alcohol

You acknowledge that we are committed to the responsible service and supply of alcoholic beverages. You agree to ensure that the consumption of alcoholic beverages at your function is done so responsibly and that no alcoholic beverages will be supplied to any person under the age of 18 years.



THE UNICORN CLUB

Smoking Policy

In keeping with current policies and practice the internal areas of The Unicorn Club are NO SMOKING areas. If guests must smoke then it would be appreciated if they did so outside.

Signed:..... Date:

Print Name:

On behalf of (Company/Organisation)

Date of Function:



THE UNICORN CLUB

THE UNICORN CLUB BAR PRICES

Effective 10 February 2016, incl. GST

Prices subject to change without notice

Description of item	Price		
BEER, Standard		BEER, Light	
Australian stubbies	\$5.00	Australian stubbies	\$4.00
Premium Australian stubbies	\$6.00		
Imported beers	\$6.50		
Cider	\$7.50		
Craft A Beers	\$6.50		
Craft B Beers	\$7.50		
WINE		GLASS	
Bottle Group A	\$15.50	Wine Glass A	\$6.00
Bottle Group B	\$19.50		
Bottle Group C	\$25.50		
Sparkling wine bottle A	\$25.50	Sparkling glass/flute	\$6.00
SPIRITS & LIQUEURS			
Group A (scotch, brandy, gin, vodka, etc)			\$6.00
Group B (Jack Daniels)			\$9.00
SOFT DRINKS		SNACKS	
Orange juice pot	\$2.00	Chips 175g	\$3.50
Soft pot	\$2.50		
Lemon, Lime & Bitters	\$3.00		
Ginger Beer	\$3.00		
Gatorade	\$4.00		



THE UNICORN CLUB

BOOKING FORM

COMPLETE THIS FORM AND MAIL OR FAX TODAY.

Mail: The Unicorn Club,
Melbourne High School
Forrest Hill
SOUTH YARRA VIC 3141

Fax: 03 9827 0257

Name of person making booking: Dr / Mr / Mrs / Ms

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Representing (NAME OF FIRM or PRIVATE)

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Mailing Address:

.....

Postcode:.....

(Home)..... (Business).....

(Fax).....

(Mobile).....

Email.....

Date: Nature of
Function:.....

Approx. No. of People..... Booking Times From To

.....

Set Up From Barbecue Yes No (Please circle one)

Table Seating : ie Formal

.....

Linen : Table cloth \$10 per cloth..... Serviettes: \$2.00 per person

Chair covers \$5.00 per chair



THE UNICORN CLUB

Catering Requirements: Self catered Outside caterer:

Bar and Drinks

Full bar Limited bar Bar to approx. value of: \$ Guests to pay cash for drinks

Other Requisites

ie: Microphone & Lectern, Projector (please provide own laptop)

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