



# 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 under cover 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, flowers 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 (\$95) 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 so entry to the school grounds is through the main gates on Alexandra Avenue or via Forrest Hill from Chapel Street. After 4.00 pm vehicle entry is best off Claremont Street, a one-way street from Toorak Road. The Melways map reference is **2L J3**.

## **Further Information**

Some pictures of the facility are available at [www.unicornclub.com.au](http://www.unicornclub.com.au).

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

**Margie Burton**

General Manager

MHSOBA Inc

T 03 9824 0480

F 03 9827 0257

M 0412 105 383

E [administrator@mhsoba.asn.au](mailto:administrator@mhsoba.asn.au)



# THE UNICORN CLUB

## General Information

### Staffing

|                  |                                |
|------------------|--------------------------------|
| Monday to Friday | \$40 per hour per staff member |
| Saturday         | \$45 per hour per staff member |
| Sunday           | \$50 per hour per staff member |
| Public Holiday   | Add 15% 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.**

### Catering

We can provide you with a range of low cost 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.

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. There is a fee of **\$30** for the use of the barbecue for any form of catering.

### Club 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.

|   |          |
|---|----------|
| Conferences (Monday to Friday 8.00am – 5.00pm) .....          | \$400.00 |
| Hourly rate .....   | \$75.00  |
| Full day hiring rate (Saturday & Sunday 8.00am – 5.00pm)..... | \$500.00 |
| Hourly rate (Saturday & Sunday ) .....                        | \$90.00  |

**Note:** There is a 20% discount on these rates for affiliate clubs of MHSOBA; a 15% discount 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, mounted data projector, plasma TV screens, surround sound speakers, lectern and microphone, wireless microphone, DVD player, multi-stack CD player and tuner. 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 10% of estimated total function spend 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 10% GST.

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

Visa     MasterCard     AMEX

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:

Westpac                      BSB: 033 083                      ACC: 176 159  
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 3 August 2011, incl. GST

*Prices subject to change without notice*

### Description of item                      Price

#### BEER, Standard

|                             |         |
|-----------------------------|---------|
| Pot, 285 ml                 | \$3.50  |
| Australian stubbies         | \$4.50  |
| Premium Australian stubbies | \$6.00  |
| Imported beers and stout    | \$6.50  |
| Craft beers                 | \$6.50  |
| Jug                         | \$14.00 |

#### BEER, Light

|                     |         |
|---------------------|---------|
| Pot, 285 ml         | \$3.00  |
| Australian stubbies | \$4.00  |
| Jug                 | \$12.00 |

#### WINE

|                         |         |
|-------------------------|---------|
| Bottle Group A          | \$15.50 |
| Bottle Group B          | \$19.50 |
| Bottle Group C          | \$23.50 |
| Bottle Group D          | \$28.50 |
| Bottle Group E          | \$35.00 |
| Sparkling wine bottle A | \$18.00 |
| Sparkling wine bottle B | \$30.00 |

#### GLASS

|                       |        |
|-----------------------|--------|
| Wine Glass A          | \$6.00 |
| Wine Glass B          | \$9.00 |
| Sparkling glass/flute | \$6.00 |
| Sparkling glass/flute | \$9.00 |

#### SPIRITS & LIQUEURS

|   |        |
|---|--------|
| Group A (scotch, brandy, gin, vodka, etc) | \$6.00 |
| Group B (kahlua, etc)                     | \$7.00 |
| Group C (drambuie, benedictine)           | \$8.00 |
| Breezer / Stoli                           | \$5.50 |

#### SOFT DRINKS

|                  |         |
|------------------|---------|
| Soft jug         | \$10.00 |
| Soft pot         | \$2.50  |
| Schweppes can    | \$2.50  |
| Gatorade         | \$4.00  |
| Orange Juice Pot | \$3.00  |
| Bottle Water     | \$3.00  |
| Redbull          | \$5.50  |
| Schweppes splits | \$2.00  |

#### SNACKS

|            |        |
|------------|--------|
| Chips 50g  | \$2.00 |
| Chips 100g | \$3.80 |
| Nuts       | \$3.00 |

|            |        |
|------------|--------|
| TEA/COFFEE | \$3.50 |
|------------|--------|



# 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 .....

Representing (NAME OF FIRM or PRIVATE) .....

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 ... ..

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, Data Projector (please provide own laptop)

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