



Special Request terms and conditions

A Special Request is defined as a request to:

- a. open the Optima Social Club Bar (Bar) outside of the regular operating hours (4 pm – 6 pm Friday evenings); and/or
- b. any other requests that requires financial or other commitments from the Optima Social Club (Club).

The Club reserves the right to decline any Special Request.

a. Special Request to open the Bar outside of operating hours

1. All liquor-licensing requirements for patrons in the Bar must be followed at all times, including but not limited to the 'responsible service of alcohol.'
2. In accordance with liquor licensing requirements, all drinks must be purchased from the Bar. No alcohol purchased elsewhere can be consumed if the Bar is operating.
3. The Club will consider providing beverages outside of regular Bar stock provided the applicant underwrites the Club for any costs involved. The Club reserves the right to accommodate or decline such requests.
4. Food is able to be arranged and consumed within the Bar's operating area. Any 'clean-up' is the responsibility of the applicant. The Club should be made aware of the food arrangements (including food choices) before the event takes place.
5. The Club may request a cash deposit to ensure the Club's cost of opening the Bar is adequately covered.

b. Special Requests that require financial or other commitments

1. The Club may require the applicant/s to attend a Club Committee meeting to discuss with Committee members the objective, extent of the Club's involvement, and benefit to the Club (specifically the members). The applicant/s may need to provide additional information such as estimates of attendee numbers, Club contribution amount (if applicable), etc. The Club Committee will consider the merits/implications of the applicant's proposal and will provide an answer to the application as soon as possible.
2. Notice of a minimum of 6 weeks is preferred (the Club committee meets on the first Monday each month, except on Public Holidays, in which case it would be the following Monday). The Club may make an exception and organise a special meeting to discuss the applicant's request.
3. Examples of such requests include requests for the Club to organise catering for an event; share costs for hosting an event.