

ALL OCCASION CRUISES

Always welcome aboard!

TERMS AND CONDITIONS

Thank you for choosing All Occasion Cruises for your event. Please read through and agree to the following information, then sign and return to your event organiser.

DEPOSIT

Tentatively reserved dates are on hold for 7 days only before a deposit is required to secure the date. Should the booking fee and booking forms not be received within this time, your vessel, cruise date and time may be allocated to another party at the discretion of management.

A deposit of-

	Jan - Oct	Nov - Dec
MV Aussie Magic:	\$2,000	\$3,000
MV My Way:	\$2,000	\$5,000
MV Bella Vista:	\$2,000	\$5,000

Please note, once paid, the deposit is non-refundable.

Deposits can be made by all major credit cards, direct debit, cheque or cash.

Please note that a 2.5% service fee applies for Visa, MasterCard and Amex.

PROGRESS PAYMENTS

If your cruise spend is worth over \$10,000, progress payments will be required in intervals leading up to your event. The amount and frequency of each of these payments will be at the discretion of management.

FINAL GUEST NUMBERS & PAYMENT

Confirmed final guest numbers and final payment is required 2 weeks prior to the event date.

We are unable to cater for any dietary requirements or special requests after this deadline.

Guest numbers may increase up to 48 hours prior your event and the additional payment is required immediately.

14-10 days prior: Payment can be made via bank transfer, personal cheque, cash or credit card.

2-9 days prior: Payment will be accepted via bank cheque, cash or credit card only.

MINIMUM SPEND

The client is required to meet the specified minimum numbers or minimum spend agreed upon.

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ADDITIONAL CHARGES

Additional charges accumulated at your event whilst on the agreed charter i.e. bar or food etc. is to be paid for in cash or by credit card prior to departing the vessel at the conclusion of your charter.

EXTENTION CHARGES

Should you decide to extend the length of your event, payment in full is required in cash, cheque or credit at the time of extending. Pricing is available on application from your event coordinator.

PUBLIC HOLIDAYS

Public Holidays pricing is a 25% surcharge on the total cruise spend unless advised otherwise.

STATE GOVERNMENT WHARF FEE

Sydney Harbour wharves incur a State Government wharf fee of \$50 per berthing. The allocated time at your selected wharf is 15 minutes. Wharf fees are invoiced in addition to per person price.

VENUE RIGHTS

All Occasion Cruises reserves the right to remove any person behaving in an irresponsible manner.

All Occasion Cruises complies with Australian legislation with regards to Responsible Service of Alcohol.

All Occasion Cruises management and staff reserve the right to refuse service to any guest deemed intoxicated or acting inappropriately.

All Occasion Cruises accepts no responsibility for the loss or damage to any property belonging to, or hired by, the client or their guests during/following your event.

All Occasion Cruises reserve the right, if we consider necessary (for example, due to mechanical breakdown, for safety reasons, weather conditions or extreme unforeseen circumstances), to substitute vessels without notice (including any vessels of a third party), change any menu items, cruise schedule / program or performance itinerary. All Occasion Cruises will endeavour to provide a similar quality vessel, menu, service, schedule / program or performance in these circumstances.

ENTERTAINMENT

Music must cease playing when the vessel enters residential areas or pulls into a wharf. Your captain and cruise staff have the right to control music volume in these circumstances in accordance with sound restrictions. Bands / DJ's are required to supply their own sound equipment including speakers.

All external staff organised by yourself for your function i.e. photographer, band members, DJ's expecting a seat with a meal must be included in your final numbers. They are each payable at 50% of an adult ticket; this provides them with dinner and soft drinks or juice.

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DECORATIONS / VENUE SET UP

All deliveries to the All Occasion Cruises office must be pre-arranged with your event coordinator.

Items must be delivered to our office at 37 Bank Street 48 hours prior to the event.

All place / name cards must be bundled according to individual table numbers.

Client is not permitted to pin or stick anything to the walls or windows.

The client is responsible to ensure that suppliers provide adequate staff to deliver assemble and arrange decorations.

All decorations must be arranged, positioned and removed by the client on the conclusion of the event.

If the items are not collected within 48 hours after the event, All Occasion Cruises reserves the right to dispose of all items. Please ensure that all suppliers are aware of this policy.

Your suppliers have access to the venue at a time agreed with your event coordinator at All Occasion Cruises.

CLIENT RESPONSIBILITIES

Clients/guests are not permitted access inside venue prior to agreed event commencement time. Given availability event organisers may arrange an earlier access time on application.

All Occasion Cruises accepts no responsibility for any incidents that may occur prior to cruise commencement.

Individuals are required to act in a safe and responsible matter whilst on board any All Occasion Cruise vessel.

The client is expected to conduct their event in a legal and responsible manner.

The client will be charged for any damage that occurs to the vessel and/ or its property.

Smoking is only permitted in external areas of All Occasion vessels.

All Occasion Cruises accepts no responsibility for items left in/ at the venue prior/during/following your event. All lost property must be picked up within 2 working days post charter, after this period All Occasion Cruises reserves the right to dispose of all items.

For any beverages that are supplied by the client that were not consumed during the charter, must be picked up from the office within 2 working days post charter before they will be disposed of at the discretion of All Occasion Cruises management. No beverages are to be taken by clients when disembarking vessel. Ensure all items are labelled with the 'delivery form' provided by your event manager.

CANCELLATION / POSTPONEMENT

All cancellations/postponements must be made in writing. Please note deposits are non-refundable. All Occasion Cruises management may transfer monies received to another booking date or time on the same vessel only, at their discretion.

Cancelations within 30 days= 25% owed.

Cancelations within 14 days= 50% owed.

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HEALTH AND SAFETY

All vessels operate on Sydney Harbour and as such come with the risks associated with being on a body of water. Lifejackets are stored on each vessel and all staff are equipped in the case of an emergency however All Occasion Cruises accepts no responsibility for any injury caused to patrons or damage to goods while on their vessels, pertaining to the sudden movement of the Harbour swell or when embarking or disembarking the vessel on any public or private wharves. All patrons are required to demonstrate a basic level of caution while present on a moving vessel.

No rave parties on board our vessels. If you have a concern in regards to this, please contact us immediately.

Signature:.....

Date:.....

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Booking Name:

Ref Number:

Cruise Date:

Credit Card: All Occasion Cruises will hold these details for up to 2 days after the event as a bond should there be additional charges on your charter. Eg. additional hours, bar tabs, additional passengers etc. **This is a legal and compulsory requirement.**

VISA / MASTERCARD / BANKCARD – please circle			
CardNumber:		Exp:	Cvv:
Name on Card:			
Signature:			

To help us provide a successful event please provide us with the following information as well as any other relevant details and return to us via scanned email or by fax on (02) 9809 1957.

Type of Event: _____

Ratio of Male to Female (approx): _____

Approximate Age Group: _____

Pick Up & Drop off Wharf: _____

Event Start Time: _____ Event Finish Time: _____

Name of contact on cruise: _____ Mobile No: _____

.....
Signature

-- / -- / ----
Date

.....
Name (printed)

Please print, sign, and date then return to your coordinator via email.

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PAYMENT METHODS

PLEASE EMAIL CONFIRMATION OF THE DEPOSIT TO INFO@AOCRUISES.COM.AU or your Event Manager

IN PERSON

Pay cash to your event organizer in person at 100 Pyrmont Bridge Rd, Pyrmont 2009

CREDIT CARD

Please provide your credit card details on the previous page or over the phone to your event organiser. Credit Card payments over \$100 incur a surcharge of 2.5% for Visa, MasterCard and Bankcard, American Express and Diners club.

CHEQUE

Post to PO Box 1256 Broadway NSW 2007. Please note that cheques need 4-5 business days to process.

DIRECT DEPOSIT

Bank: National Australia Bank

Name: All Occasion Cruises

BSB: 082-204

Acc #: 549 155 317

Please fax or email a remittance of payment to your event organiser on (02) 9809 1957 or info@aacruises.com.au.