

# The Mutley Crown Function Room Terms & Conditions



The Function Room is available for use for functions and private parties 7 days a week.

## Licensing Hours

Sunday to Wednesday	1100hrs to 0100hrs
Thursday	1100hrs to 0200hrs
Friday & Saturday	1100hrs to 0400hrs

## Capacity

The area of the room is 11 metres by 5.5 metres and has a bar offering a full range of draught beers, wines, spirits, soft drinks and alcopops. Tables and seating can be arranged for a sit down meal for up to 45 people, the room capacity is 80. The room can be laid out for buffet or conference/meeting.

## Catering

There are catering facilities on site so we can provide a range of buffets or sit down meals. Please ask for further details.

## Entertainment Facilities

Following a meal or buffet then a disco can be organised for the venue. We will provide a DJ if required. The cost of this should be paid to the Mutley Crown, no later than one week before the event. We welcome all users however there is a strict policy regarding under 18's. All persons we believe to be under 25 will be ID checked. **Acceptable forms of ID are photographic driving licence and passport only. Children under the age of 18 years must vacate the premises prior to midnight.**

**We do not serve under 18's and insist that no alcoholic purchases are made on their behalf. Any person under the age of 18 must remain in the area of the function room (unless using toilet facilities in which they are accompanied).**

## Deposit

To book the room for your functions we require a £50.00 damage deposit and reservation fee. This money will be returned one week after the function, provided there is no damage to the venue, and no persons under the age of 18 have been drinking on the premises or any further problems. If you cancel prior to the function the deposit will not be refunded. Also if the bar takes less than £100 the deposit is non refundable to cover costs.

## Door Supervisors/Bar Staff

We assess each function. Should Door Supervisors be required then we will require the costs of this to be paid by the organiser, no later than one week before the event. We will lay on one member of staff to work on the bar and be at the disposal of the party. Should a second member of staff be requested, or waitress service is required then we will ask for these costs to be covered also. The adjoining Beer Garden is available for use for smokers, and persons requiring fresh air.

## Agreement

I have read and understood the Terms & Conditions for the use of The Mutley Crown Function Room and agree to abide by its terms.

Signed: ..... Date: .....  
Signed on behalf of Plymouth Retail Ltd: .....