



**MSA FINANCE USE ONLY**

PAYMENT DATE

PROCESSED BY

**WHOLEFOODS USE ONLY**

DATE RECEIVED

PROCESSED DATE

PROCESSED BY

CHECKED BY

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**TERMS AND CONDITIONS**

- Completed booking form and payment must be received in full at least 3 working days prior to the scheduled event. Note: your booking is not secured until both have been received.
- Cancellations must be confirmed in writing 3 working days prior to the event date. For cancellations made with less than 3 working days' notice, no refunds are possible.
- In the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs.
- Overdue accounts will be subject to interest at the rate of 25%, calculated for the period the account is due until the date it is paid.
- You are liable to pay for any damages incurred by your event up to \$1,000 value.
- **All prices are inclusive of GST, where applicable.**
- No receipts will be sent – completed booking forms will act as your tax invoice and receipt, so please retain a copy for tax purposes.
- All bookings are subject to the MSA Terms and Conditions.
- Wholefoods' reserves the right to refuse bookings if the event contravenes the MSA Constitution or if the event is deemed unsafe.
- Management reserves the right to charge additional cleaning and security fees if required.
- Management reserves the right to refuse entry to any patron under the Liquor Control Reform Act 1998.