

# VENUE HIRE TERMS & CONDITIONS

Finns Bali (FB):

Refers to Finns Beach Club, Finns VIP Beach Club and/or Finns Recreation Club venue areas.

The Hirer:

Refers to a company or an individual hiring Finns Venue (s) for their event on behalf of themselves, their clients and vendors.

1. The following Terms and Conditions are applicable at all Finns Bali properties. Individual properties may have specific terms and conditions as stated in the Quotation, Booking Confirmation or Event Agreement Document for that property.
2. The Hirer shall pay the amount specified for hire of the space, facilities and any fees and charges arising from the hire by the agreed dates.
3. Event Hire Fee applies when guests want an event area exclusively for a group. It is compulsory to book an event area for groups of 37 guests or more. No minimum food and beverage spend applies when event hire fee is paid.
4. Event Hire Fee is inclusive of service staff, banjar fees, standard food and beverage materials; including, crockery, cutlery and glassware, one pool towel per person.
5. Event Hire Fee is inclusive of existing furniture in all areas except The Lawn
6. Existing furniture can be completely or partially removed with minimum 14 days notice.
7. To book an event area the event fee or equivalent must be paid within 7 days of booking. Balance monies and final menu choices to be paid no later than 14 days prior to the event or booking will be automatically cancelled. Monies paid are non refundable and non transferable.
8. Finns Bali Member Food & Beverage Discounts DO NOT apply to events.
9. Finns Bali (FB) expressly reserves the right to revise its fees and charges. However once a deposit is paid no revision to fees will occur unless the conditions of hire are amended, there is a change to government tax, permits or extreme cost fluctuations eg. food or beverage produce, operational costs.

10. The wedding or event planner must be advised at time of booking and must be from FB approved list of companies.
11. No Commercial events (ticketed) permitted, unless agreed by FB Management.
12. Finns Catering is compulsory. Outside caterers will not be permitted. No outside food and drinks are permitted. Food and beverage promotions do not apply to private events eg. happy hour, member discount, etc
13. Valet parking will be provided for vehicles excluding buses which must park at the designated offsite area.
14. All Vehicles must be fully checked by security at the entrance prior to entering the premises.
15. Maximum bus size permitted to enter Berawa area is 24 seater. Bus details must be advised minimum 2 weeks prior to the event.
16. Finns Bali is not responsible for service delivery, conduct or disputes from any third party that have been arranged by FB on behalf of the Hirer.
17. Force Majeure. If a guest cannot complete a booking due to Force Majeure including volcanic activity, fire, strike, flood, earthquake, riots, war, acts of terrorism, government actions or any other natural disaster booking date can be amended free of charge.  
If guests wants to cancel their booking due to Force Majeure monies paid will be refunded once proof of inability to travel is received by Finns Bali. Email from Airline advising flight cancellation has to be provided to Event Sales Manager in case of Force Majeure flight cancellation.
18. FB venues have public liability insurance. Personal accident insurance and event insurance are the responsibility of The Hirer.
19. FB will not be liable for any personal injury or loss where negligence cannot be attributed to the owners and operators of FB. Any disputers are to be settled in the Republic of Indonesia and shall be governed by the laws of the Republic of Indonesia.
20. Finns Beach Club & Finns VIP Beach Club Opening Hours are 12noon to 11 pm daily. Finns Recreation Club Opening Hours are 7 am to 9 pm daily (please refer to the Event Sales Manager for exact opening hours of each business outlet). Extended opening hours can be requested, with minimum 30 days notice, Additional charge will apply. Amplified music will be turned off at midnight. When vacating the venue guests are asked to respect the neighborhood and behave appropriately.

21. The Hirer agrees to let FB security team inspect any bags or other goods in their staff or suppliers' possession upon entering premises. All items not permitted will be labelled and held by security until departure.
22. No weapons or dangerous items are allowed inside the venue. The exception to this rule are FB in-house Police or when Police or Army escorting VIP Guest, Politicians etc.
23. Armed members of Bali Polda forces are stationed at FB entrances and seawall to act as a deterrent and take action if any act of terrorism is carried out on FB property. They are stationed at FB discretion.
24. The legal drinking age in Indonesia is 21 years. FB may request photo ID to show proof of age at any time.
25. No animals allowed in the venue.
26. Children must be supervised by an adult at all times. Supervision of children is the sole responsibility of their parent/guardian. FB is not responsible for supervision of children or injury or damage that occurs on the premises from a result of children not being supervised. Alternatively Finn's can provide child minding services. Please contact [reservations@finnsbali.com](mailto:reservations@finnsbali.com) for further information about our Cubby House Kids Club and Nannies.
27. Any person bearing or wearing gang colors are not permitted to enter the venue.
28. Any people with head and/or facial tattoos are not permitted to enter the venue.
29. Illegal substances are not allowed inside the venue. Indonesia carries severe penalties for possession of illegal drugs.
30. Male Australian/NZ or UK sporting teams or Bucks/Stag groups are not permitted at Finns Beach Club or Finns VIP Beach Club.
31. No matching clothing, football jumpers or fancy dress costumes are permitted at Finns Beach Club or Finns VIP Beach Club.
32. Illegal or immoral activities including gambling, prostitution, prohibited drugs, possession or use of pyrotechnics or dangerous goods, and possession or use of firearms and other weapons are all strictly prohibited. The authorities will be notified immediately without warning.

33. Dress code:

Smart Casual Dress Standard applies:

- Finns Beach Club – Lounge and Restaurant.
- Finns VIP Beach Club – St Tropez & Rooftop Bar.
- Male – t shirts, shorts/board shorts and thongs/sandals are the minimum dress standard.
- Female – shirt/blouse, shorts, sarong and footwear are the minimum dress.

34. Signs, banners, back drops, staging and decorations connected with the event must be approved by FB prior to the function. No nails, screws, staples adhesives or fastenings may be driven into or attached to the walls, doors, glass, floors, furniture, fittings and equipment without the express consent of the Event Manager.

35. Lawn area must not have any decorations which obstruct the view, including marquees. A roof only marquee structure is permitted upon confirmation it will not obstruct any views and subject to approval by Finns Management.

36. One Additional genset is available and must be rented from FB. Two or more gensets required are to be arranged by the Hirer.

37. Fireworks and dance performances require approval from Finns management. Pyrotechnic, Waterfall, Fire Wording, Confetti, Confetti Blower, Giant Confetti/ Volcano /Rainbow Machine, Bubble Machine, CO2 Launcher, Electric Sparkler are not allowed at Finns.

38. Glass decorations are not to be used in pool areas.

39. Flower shower petals should be light in color to avoid staining natural stone pathways.

40. Smoke machines, naked flame, animals or balloons are not permitted within FB venues.

41. Smoking is not permitted in Finns Beach Club Lounge.

42. All candles to have candle base to prevent wax spillage and avoid damaging surfaces.

43. After cables installation, vendors on behalf of the Hirer must cover and remove any remaining pieces left from cutting the wire cables to prevent any danger for FB guests.

44. Any goods, properties or materials brought in by or on behalf of the Hirer, are the responsibility of The Hirer.

45. The Hirer shall vacate the premises by the agreed time in the booking confirmation. Specific arrangements to extend must be confirmed by the Event Manager. Any extension of time or failure to vacate the premises at the agreed time shall incur an additional fee (based on an hourly rate).
46. The Hirer must leave the premises in clean condition. Failure to do so will incur additional cleaning charges. All goods and event decorations must be removed and event areas cleaned by 2 am the latest after the event.
  - A final inspection must be conducted with FB and the Hirer.
47. The Hirer shall be responsible for the cost of any damage or loss caused to the objects, buildings, furniture, fittings and equipment arising out of and/or in the course of the Hirer's event.
48. If any damage is found to event areas photographic evidence and report with replacement / repair cost will be provided.
49. Loading & Vendors Policy:
  - 49.1 The Hirer vendors must respect loading times provided by FB according to the area booked by the Hirer. Any loading outside the hire times provided by FB is upon request and subject to approval by FB.
  - 49.2 Event hire times are inclusive of set up and pack down.
  - 49.3 Big items such as tables, chairs, stage, and main decorations must be dropped off at designated parking area.
  - 49.4 Small goods such as flowers, cake and small-size event decorations can be dropped off at Finns Beach Club main parking.
  - 49.5 Trolleys are allowed to be used in the main paths leading to the Hirer event areas.
  - 49.6 It is strictly forbidden to use VIP reception area for any loading purposes. Goods are to be dropped off directly from the parking to the Hirer event area.
  - 49.7 After dropping the goods, vendors' trucks can park at the main Finns Beach Club parking from 2 am until 6 am. After 6 am, trucks will be directed to the designated parking area.
  - 49.8 All vendors' trucks are subject to FB security check before loading.
  - 49.9 Vendors' teams must present to FB security upon arrival (from the staff entrance)
    - a valid KTP or identity document. A visitor badge will be provided to check in. The badge must be returned upon check out.
  - 49.10 Vendors are not permitted to use FB equipment.

- 49.11 All vendors must leave the Hirer event area once installation set up is complete.
- 49.12 All Hirer employees and vendors must hold valid work permits as required by Indonesian law. Proof of work permit must be able to be produced at request of FB or Indonesian authorities. FB is not responsible for agent employees work permits.

50. FB Photography Policy:

- 50.1 Drones are not permitted to be used in FB venues.  
No professional photography equipment including video cameras, telescopic lenses are allowed into the venue without prior advice with FB Marketing Department. Equipment list must be provided.  
Once approved photo and video can only be taken of guest attending the private event. Privacy of other guests in venue must be respected. If this policy is not followed the photographer will be evicted from the premises immediately.
- 50.2 FB may asks permission to shoot the event for Finns marketing purposes. If this is agreed then photos/videos can be used at FB discretion.
- 50.3 FB can request copies of the photos/videos from the event organisers photographer. It is at the discretion of the event organiser/client if these are shared. If shared, photos can be used at FB discretion.
- 50.4 Guests are permitted to take photos with FB temples as a backdrop. However, guests are not allowed to touch or enter the temple (s).

51. FB Sound Policy:

- 51.1 All sound, electrical and lighting requirements must be approved by FB prior to the event. Interference with, or alteration of any of the electrical installations, lighting sound systems, or other property is prohibited.
- 51.2 Finns Beach Club music is played in all event areas excluding VIP Lounge and St Tropez Rooftop, where guests may have their own music.
- 51.3 FBC Lounge must always have FB music.
- 51.4 FB will agree to turn down or off FB music in areas booked.  
Areas not booked will not have FB music turned off or volume turned down.
- 51.5 All sound in event areas is managed by Finns AV team at agreed sound levels (microphone and music)
- 51.6 Amplified music curfew is midnight. FB management and security reserve the right to shut down any event abusing these rules.
- 51.7 All Live Music is subject to approval by Finns Bali.

52. Food and Beverage:

- 52.1 When food and beverage menu is chosen at time of deposit, price and items will be guaranteed.
- 52.2 If food and beverage menu is not chosen at the time of deposit then client must choose from menus current at the time.
- 52.3 Ingredients may be subject to change based on product quality and availability.
- 52.4 Final food and beverage choices (including dietary requirements) must be confirmed no later than 14 days prior to the event.
- 52.5 Finns event menus are recommended. Customised food or beverage menus are subject to availability and must follow the below policy;
- A. Bookings outside 14 days after Event Fee/Minimum Spend is paid one complete food and beverage menu can be customised complimentary
- If the guest wants to change one menu item then there is menu amendment fee of IDR 5 million ++ which cannot be credited to event fee or minimum spend.
  - Any additional customised menus or changes of 2 menu items or more will be charged a fee of IDR 10,000,000 ++ which cannot be credited to event fee or minimum spend.
  - Final food and beverage menus must be selected no later than 14 days prior to event otherwise booking will be automatically cancelled.
  - If the guest wants to reinstate a booking for same date and event area it is subject to availability, approval from GM and a fee of IDR 15,000,000 ++ which cannot be credited to food and beverage.
- B. Booking outside 14 days when nil fee has been paid IDR 10,000,000++ fee will apply which can be credited to food and beverage if menu is accepted and booking proceeds.
- If the customised menu is not available or the guest does not want to proceed then the IDR 10,000,000 ++ will be refunded.
  - If the guest wants to change one menu item then there is menu amendment fee of IDR 5 million ++ which cannot be credited to event fee or minimum spend.
  - Any additional customised menus or changes of 2 menu items or more will be charged a fee of IDR 10,000,000 ++ which cannot be credited to event fee or minimum spend.
  - Final food and beverage menus must be selected no later than 14 days prior to event otherwise booking will be automatically cancelled.
  - If the guest wants to reinstate a booking for same date and event area it is subject to availability, approval from GM and a fee of IDR 15,000,000 ++ which cannot be credited to food and beverage.

- C. Bookings within 14 days are subject to approval from GM. Inside 14 days any increase of guests numbers are subject to availability and payable immediately. Any decrease of guest numbers are non refundable and monies are non transferable to other items eg. food, beverage or others.

53. Towel Hire Policy:

- 53.1 When Event Hire or Minimum Spend for event areas has been paid one pool towel per person is included.
- 53.2 Security deposit is Rp 50,000 nett per towel to be made via credit card guarantee via event organiser/PIC.
- 53.3 Alternatively event organiser can advise that the guest will need to pay RP 50,000 nett security deposit direct per towel hired.
- 53.4 Additional towels are Rp 50,000 nett per towel.
- 53.5 Towel arrangement must be advised minimum 14 days prior to event.

54. Any clients' Testimonials submitted to FB can be used for FB Marketing purposes.

55. A representative of FB will be on-site for the duration of the event. Any instructions given by FB's representative in relation to the conduct of the function must be followed immediately.

56. Booking details are as per invoice/booking confirmation. A booking is not confirmed until FB has received all necessary payments and written confirmation has been sent via email.

57. FB's representative has the authority to terminate the event should any instructions or contract conditions not be observed. In this case nil monies will be refunded.

58. If FB terminates the contract through no fault or breach of the contract by the Hirer, FB will refund all monies receipted from the Hirer for that event. We may close the complete beach club, specific areas and/or the beach on a permanent or temporary basis at any time. If your reservation is effected Finns reservations will contact you as soon as possible and advise the alternatives.

59. ++ Prices are subject to service fee and government tax, as stated in your invoice. Gratuities paid above this will be distributed evenly to all staff members involved and should be handed directly to the manager in charge.

60. Event Agreements form a binding contract and may not be transferred from one company to another without the authorization of FB.





- 61. FB's facilities are hired on the rules and conditions above mentioned, and the payment for such facilities, and the issue of any receipt or confirmation of hire shall be deemed to be an acknowledgment and acceptance by such person of the conditions herein contained.
- 62. FB Event Terms and Conditions are subject to change at any time without notification.
- 63. Finns Bali reserves the right to refuse entry to any guest or complete group not abiding by the venue terms & conditions. Finns Bali decision is final and nil refund will be given.
- 64. The agreement is made in the Republic of Indonesia and shall be governed by and constituted in accordance with the laws of the Republic of Indonesia. Any disputes will be settled in Bali, Indonesia.

I acknowledge that I have read, understood and accepted the above terms and conditions.  
 Agreed and Signed

Name : .....

Date : .....

Company (if applicable) : .....

Client Name : .....