



**RITZ
CINEMA**

Experience Unique Cinema.

Randwick's charming Art Deco cinema offers a movie experience like no other.

Family owned and independent, the Ritz Cinema is a 6 screen multiplex perfectly located in the heart of Sydney's Eastern Suburbs.

Our main theatre boasts one of the largest cinema auditoriums in Sydney and combined with authentic, original Art Deco fittings, the Ritz Cinema truly provides the excitement of a movie going experience straight from the golden age of cinema.

PRIVATE SCREENING INFORMATION

Cinema	Seats	Cost per session
Cinema 1	833 (473 floor & 360 balcony)	\$8,330
Cinema 2	180 (no balcony)	\$1,800
Cinema 3	240 (174 floor & 63 balcony)	\$2,400
Cinema 4	210 (158 floor & 56 balcony)	\$2,100
Cinema 5	280 (196 floor & 87 balcony)	\$2,800
Cinema 6	63 (no balcony)	\$630

***Please note: The above costs are exclusive of GST and the costs are based on \$10 per ticket for the cinema capacity. All seats must be purchased for a private screening. 3D films have different rates; please contact the Functions Manager for more information.**

Private Screening Inclusions:

- Trestle table
- Microphones (Please note: if you require the use of microphones, a dedicated projectionist will be required for your event- see below for rates)

Availability:

- Private Screenings are available on Monday, Wednesday, Friday, Saturday and Sunday, subject to availability. Please contact the Functions Manager for availability.

Additional:

- Red Carpet Hire \$100.00
- Cinema Marque Signage Hire \$200.00
- Dedicated Projectionist (3 hour min call-out) \$38.50p/h

Film

Please select a film that is currently showing at The Ritz. If you would like to show a film that is no longer in-season, please notify the functions team so they can accommodate your request. Please note this will incur additional fees to secure an old film from the distributor.

Session Times

We ask that you nominate an early evening (start time between 6.00pm -7.00pm) or a late evening (start time between 8.30pm-9.30pm). Other session times may be available upon request. The final confirmed start time will be advised on the Tuesday prior to your booking. Exact session times can only be confirmed once the cinema programming for the week has been completed on the Tuesday. For fundraisers, it is advised to inform people who are buying your tickets to check our website for the exact session time.

Tickets (if applicable):

Printing and selling of tickets to the event is the responsibility of the organiser.

Payment:

A 25% deposit is required within 5 business days of submitting the booking form to secure your booking. The balance is due 10 business days prior to your screening. Payments are non-refundable if booking is cancelled within 10 days of your event or a non-appearance on the night.



PRIVATE SCREENING BOOKING FORM

Contact Details:

Contact Name:

Business/Organisation Name:

Address:.....

Mobile:.....

Email:

Booking Details:

Event Name:

Event Date:

Requested Session Time:

Film:

Cinema Number:

Optional:

Red Carpet (charges apply): YES / NO

Cinema Marque Signage (charges apply): YES / NO

Dedicated Projectionist (charges apply): YES / NO

Microphone (Dedicated projectionist required): YES / NO

Trestle Table: YES / NO

Contact Us:

Ritz Cinema Group Functions Team

t. (02) 8324.2508

e. functions@ritzcinema.com.au

Please email the completed form with the below signed Terms & Conditions to our friendly functions team to make a booking. 25% deposit is required within 5 business days of submitting the booking form to secure your booking. The balance is due 10 business days prior to your event. Payments are non-refundable if booking is cancelled within 10 days of your event or a non-appearance on the night. Payment can be made via EFT, cash or credit card at box office. Please notify the Functions Manager if an invoice is required or payment via bank transfer is preferred.

TERMS & CONDITIONS

Point Of Contact

We require a point of contact for every booking, their role is;

- To be a point of contact with Ritz Cinema Management & staff.
- To process all queries, requests, final numbers & payment to the Ritz Cinema.
- To be responsible for your invited guests including language, noise levels, behaviour & conduct.

Payment & Booking Confirmation

25% deposit is required within 5 business days of submitting the booking form to secure your booking. The balance is due 10 business days prior to your screening. Payment can be made via EFT, cash or credit card at the box office. Please notify the Functions Manager if an invoice is required or payment via bank transfer is preferred.

Cancellation

All changes to your function including cancellation must be received via written confirmation, via email no later than 10 days prior to your event. Payments are non-refundable if booking is cancelled within 10 days of your event or a non-appearance on the night.

Food & Beverage

The Ritz Cinema does not permit any food items, such as chips, confectionary or drinks to be bought onto our premises, unless they are purchased from The Ritz Candy Bar or Café. A breach of this rule will constitute a charge of \$4 per person for items.

Guest Behaviour & Damage

- We reserve the right to charge for any property damage that may arise during your event. We accept no responsibility for injury, harm or personal damage caused by your guests' behaviour.
- All responsibility for the care and safety for all persons and belongings within your group lies solely on the organiser. You, as the organiser should ensure that there is adequate supervision and care provided for by yourself.
- Should you be approached by a staff member concerning the behaviour of the group, we ask that you take their direction and instruction for the safety, security and comfort of your group and our other patrons.
- Given that the Ritz Cinema is a place of high level people traffic, we request that you adopt and adhere to the following Code of Conduct at all times;



Code Of Conduct

We ask that all guests keep noise to a minimum. When in the cinema please keep children seated at all times. If a child wishes to visit the lavatories, we insist they be escorted by a supervising adult with your Party. Please do not ask Ritz Staff to supervise or mind any children that are under your care and responsibility. Please be aware of the other patrons comfort.

Security & Bond

It is company policy that a 'Security and Damage Bond' be in place for your function. Your Credit Card Authorisation provides the Ritz Cinema with consent to utilise the account for recovery of funds for the following:

- Any damage to our premises as a result of your guests
- A charge that will be imposed for breaching conditions of bringing food and/or drinks onto our premises or over-staying your hired time that disrupts the next event booked.
- The ability to use this authorisation for any outstanding payments owed.

Credit Card Authorisation

This information is held only in the event that any outstanding balance or any breach of the terms and conditions will constitute a charge to your account. You will be notified of any charges being made to your credit card.

Card Holder Name: _____

Credit Card No: _____

Expiry Date: _____ CCV: _____ VISA or MasterCard: _____

Signed: _____ Date: _____

Terms & Conditions

Please read and sign the Terms and Conditions for venue use.

I _____ described as the Organiser/Point of contact have read the Term & Conditions of venue use and I agree to comply and abide with the said terms of use. I understand by completing and returning these Terms & Conditions of use, that I am now bound to an agreed booking of the Ritz Cinema facilities, and acknowledge and consent that breaches of the Terms & Conditions by me and/or my group will make me liable for damages, and that I have authorised the Ritz Cinema to recover any such costs from the Credit Card Authorisation provided.

Signed: _____

Date: _____