



**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.



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Group Booking Information

Ritz Cinema

Availability

Group Bookings are available on Monday & Wednesday-Sunday from 10.00am.

A minimum of 50 people is required to make a group booking. Seating is reserved and you will be sharing the cinema with the general public. Group Bookings are not available on Tuesdays, Saturdays after 5.00pm and public holidays.

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), with advice that 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.

Prices

- ❖ \$11 per 2D ticket
- ❖ \$13 per 3D ticket including 3D glasses
(Regular ticket price \$16 2D)
(Regular ticket price \$17 3D)

Tickets

A ticket template can be emailed to the organiser to print, or you are welcome to design and print your own. Tickets need to include the group name, film and function date and time. All guests require a valid ticket to gain entry into the cinema. The organiser is responsible for the selling of the tickets and Ritz Cinema does not provide any marketing or publicity for the screening.

Introductions, Raffles, Signage & Selling of Merchandise

As you will be attending a public screening you will not be able to have an introduction or host a raffle inside the cinema at any given time. If you would like to host a raffle or give an introduction we suggest you host this in our mezzanine area. Or alternatively, hire an area in our Ritz Lounge Bar. The selling of merchandise is permitted in the mezzanine area from a trestle table. Please note that The Ritz Cinema does not permit any food items, such as chips, confectionary or drinks to be sold or consumed on our premises, unless they are purchased from The Ritz Candy Bar or Café. This includes providing your guests with 'goodie bags' filled with food. Signage can be displayed on the trestle table and surrounding area, however nothing is to be displayed on the walls. Please ensure you leave plenty of time for guests to enter the cinema as we will not postpone the film for late arrivals.

Payment

A non-refundable deposit of 50 tickets must be paid in full to confirm your booking. Final ticket numbers & payment must be completed on the day of your event prior to the session commencing. A final head count will be conducted by Ritz Cinema staff. Payment can be made via EFT, cash or credit card at the box office.



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GROUP BOOKING FORM

Ritz Cinema

Contact Details:

Contact Name:

Address:.....

Mobile:.....

Email:

Booking Details:

Organisation or Group:

Name of Event:

Event Date:

Film Title:

Requested Session Time:

(Note: You will be notified of your exact session time on the Tuesday before your event)

Estimated Number of Tickets:

Optional:

Trestle Table: YES / NO

Raffle/Lucky Door Prize: YES / NO

Selling Merchandise: YES / NO

Please see Bar & Catering Information for more details on Bar Hire, Candy Bar Combos & Catering options.

Contact Us:

Ritz Cinema Functions Team

t. (02) 8324.2501

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. A deposit of 50 tickets must be paid in full to secure your booking. Final ticket numbers & payment must be completed on the day of your event before the session commences. Payment can be made via EFT, cash or credit card at the box office.

Terms & Conditions

Ritz Cinema

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

A deposit of 50 tickets must be paid to confirm your booking. Please note these tickets are non-refundable and we will not hold your booking until this payment has been made. Final ticket numbers & payment must be completed on the day of your event before the session commences. A final head count will be conducted by Ritz Cinema staff. Payment can be made via EFT, cash or credit card at the box office. All catering choices (if applicable) must be confirmed 7 days prior to your event.

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. Any deposits paid are non-refundable if booking is cancelled 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 consumed or sold on 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 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;



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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.
- 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 and Conditions

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

I _____ described as the Organiser/Point of contact have read the Terms & 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: _____