



Café and Conference Centre

[HOME](#) [CONFERENCE ROOM](#) [MENUS](#) [ORDER FORMS](#) [CUSTOMER TESTIMONIALS](#) [CONTACT US](#)

Booking and Room Hire Terms and Conditions

Arrival and Departure Times

Clients are asked to advise of arrival and departure times at time of booking. Additional charges may apply if guests have not vacated the premises 30 minutes after departure time.

Tentative Bookings

Mouth Waters will hold tentative bookings for 48 hours. We shall contact you after this time for confirmation.

Cancellations

Cancellation charges will be made on a sliding scale as follows:

Within 10 days of the event 100% of room hire rate

20 days prior to the event will incur 50% of room hire rate

30 days prior to the event will incur 25% of room hire rate

Equipment Requirements

All equipment, chair and table requirements are to be advised 48 hours prior to the event please.

Signage and Displays

Signage and displays in the public area are to be kept to a minimum and must be approved by the Technology Park Centre Management.

Cleaning

General cleaning is included in the cost of hiring the room. Additional cleaning charges will apply in instances where extraordinary cleaning is required.

Damage

Any damage to conference centre property over and above normal wear and tear is the responsibility of the Conference Organiser and will be charged in full. This includes, but is now limited to any damage to equipment, fittings, and paint or wall finishes arising from the placement of displays, signs, banners or posters.

Decorations

Nothing is to be nailed, screwed, stapled or attached to any wall, door or other surface or part of the building. Candles are not permitted.

Emergency Procedures

Emergency evacuation procedure details are located in your room and in the foyer. The muster point is located on the lawn area opposite the main reception.

Payment

Our terms are 30 days thank you.

Deliveries

All deliveries to Technopark are to be advised to Mouth Waters in advance and are to be marked clearly with the date and name of the Conference on them. Return of your goods at the conclusion of the event is the organisers responsibility.

Music and excessive noise

As The Tasmanian Technopark is used by other tenants, use of musical instruments or any equipment that produces excessive noise must be approved by Mouth Waters and The Tasmanian Technopark Management as restrictions may apply.

Security

If Mouth Waters has reason to believe an event will affect the smooth running of The Tasmanian Technoparks' business, security or reputation, we reserve the right to cancel the function or act to minimise any disruption.

Laws and regulations

At no time will the client commit any act or permit it's employees, agents or invitees to commit any act that is illegal, noisy, offensive, potentially disruptive to other clients or in breach of any statutes, bylaws, orders or regulation, or other provisions having the force of law, including but not limited to fire regulations.

Insurance

Mouth Waters and The Tasmanian Technopark take no responsibility for damage or loss of client property before, during or after an event. Organisers should arrange their own insurance for valuable items please.

ph: 03 6273 6297 mob: 0412 955 269 e: mlwaters2@bigpond.com