Montville Country Cabins
Operational Management Plan

This Operational Management Plan outlines the function requirements and responsibilities associated with any wedding function held at Montville Country Cabins, located at 396 Western Ave Montville.

Should you have any questions in relation to the content, it is requested that you contact Anton and Christine Kardash on 54429484 for clarification.

Maximum Guest Numbers
- The maximum number of guests permitted on the site at any one time is 45

Operating Requirements/Restrictions
- Functions are limited to the hours between 10am and 10pm

- A maximum of 26 functions per year with no more than one per week

- Functions must not occur on a Sunday, unless followed by a gazetted public holiday.

- Assembling and dismantling of marquees is only to occur between 7am and 3pm on business days

- All equipment is to be removed from the site within 48 hours of the function ending (unless there are no business days in that period in which case the equipment is to be removed by the next business day);

- The owner of 394 Western Ave is to be given no less than one weeks' notice of the date of a wedding function

Patron and Staff Behaviour Requirements
- Expectations of patron and staff behaviour include:
    i. Use of portable toilet facilities at all times ;
    ii. That clients are required to drive with care on Western Avenue, which clients are to be informed is a sensitive area;
    iii. That clients are prohibited from using drones during wedding functions; and,
    iv. That clients who are staying in cabins on the site are required to return promptly to the cabins in which they are sleeping on the function has concluded.

Noise Management
- Live entertainment is permitted only with vocalist(s), woodwind instruments (excluding saxophones), stringed instruments, and acoustic guitars. No Drums are allowed.

- For all functions, all amplified music and voice, including live entertainment or other, must only be played through an in-house public address (PA) system comprised of a single directional speaker. The single directional speaker must be controlled using a sound limiting device or system.
    - The sound limiting device must not be made available to be operated by patrons.

- For functions at which the number of patrons is 22 or less, amplified music and amplified voice noise levels must not exceed 70 dBA and 73 dBC at a distance of 3 metres from a single ultra-directional speaker set up facing towards the north-west.

- For functions at which the number of patrons is more than 22, amplified music and amplified voice noise levels must not exceed 65 dBA and 68 dBC at a distance of 3 metres from a single ultra-directional speaker set up facing towards the north-west.

- Noise from all sources during functions must not exceed Leq 31 dB(A) externally to any off-site residence (noise sensitive receiver) after 6pm and Leq 35 dB(A) externally to any off-site residence (noise sensitive receiver) after 10am and before 6pm.

- A second reading will take place on the bridge across the lake.

- The operator must have a calibrated Sound Level Meter on site to manage noise levels and to record levels on an hourly basis during functions.

- The hourly measured noise levels must be recorded in a noise log for each function and maintained on site for review for a period of three months.

Approved Accommodation Providers

Montville Country Cabins can recommend offsite accommodation offerings, which are in close proximity to the site, and contain sufficient facilities to accommodate all guests not accommodated on site, Please contact us for recommendations based on any specific needs.

Breaches of Operational Management Plan

All guests have an obligation to comply with the above Function Requirements and Responsibility of Event Holders. Where a clear breach of these obligations are identified, partial or full bond amount may be withheld.

I/We hereby agree to all of the above Conditions of the Operational Management Plan.

Name:	
Signed in approval:	
Date:	