

# Making Bookings at TLCC Social Events updated 25/01/26

## MEMBERS:

### 1. Who can attend our events for free?

- Members, their membership partner and their children 0-16 years

### 2. How do I make a booking for my family covered under my membership?

- Log into the members zone, on the home page click on Book a Social Event, scroll to the event you want to book, read the event details and fill in your families details. The booking form will only be visible after bookings open.

### 3. What will I receive when I make a booking for my membership family?

- You will receive an email titled ***Thankyou for your booking***. This will include a link to the weekend's Program and also a Map with details how to access the property. If you don't receive a confirmation email your booking has not come through. In this instance, please try clearing your browser cache or use an alternate browser or device to make your booking. If you still do not receive the **Thank you for your Booking** email please contact [social@tlcc.com.au](mailto:social@tlcc.com.au)

## GUESTS:

### 4. Who would be classified as a guest?

- Members adult children 17 years and above, grandchildren and friends

### 5. What is the cost for a guest?

- Guests are \$10 per head including adults 17 years and above, children 5-16 years
- Children 0-4 years are free

### 6. Why are children 5-16 years charged at the same rate as adults?

- This small fee also covers part of the cost of the consumables used in children's activities.

### 7. When can I make a guest booking?

- You can make a guest booking at the same time you make your own member booking OR you can return to the Event Booking page after submitting your own booking.

## 8. How do I make a guest booking AT THE SAME TIME as my own booking?

(PLEASE NOTE: if you are making guest bookings AFTER you submit your own booking, see point 9 below)

- After you have filled in your member family details, toggle the switch – Are you bringing guests? at the bottom of the page

**Member's Children**

Note: 0 to 16 years only. Not required if previously booked for this event.

Amy Smith	14	Female	+ Add Child	⊘
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Are you bringing guests?  ←

- This will open up the guest booking page – this page is used for catering purposes.

Are you bringing guests?

**Family/Group 1**

Guest's Phone Number \*

Name of Adult Guest aged 17 years and over

Name of Child Guest aged 5-16 years

Name of Child Guest aged 4 years and under  
(These are NOT charged but are required for catering)

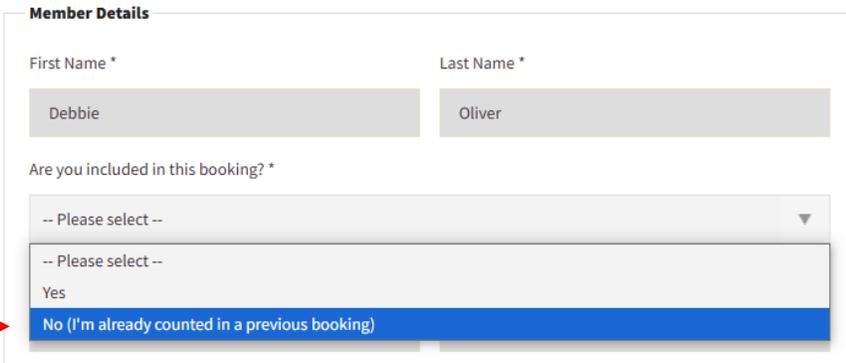
+ Add Family/Group

- You can add multiple Family/Groups
- This will add your paid guest bookings to an invoice on the right hand side or at the bottom of your screen.
- You will be required to make payment for your guests at this time.
- You will receive an email titled **Thank you for your Booking**. If you don't receive a confirmation email your booking has not come through - in this instance, please try clearing your browser cache or use an alternate browser or device to make your booking. If you still do not receive the **Thank you for your Booking** email please contact [social@tlcc.com.au](mailto:social@tlcc.com.au)

- Once vehicle access is approved by our land manager you will receive a Vehicle Pass which must be printed and displayed in guest vehicle at all times.

### 9. How do I make a guest booking AFTER I have submitted my member booking?

- Return to the Event Booking page
- Select



**Member Details**

First Name \*  Last Name \*

Are you included in this booking? \*

-- Please select --

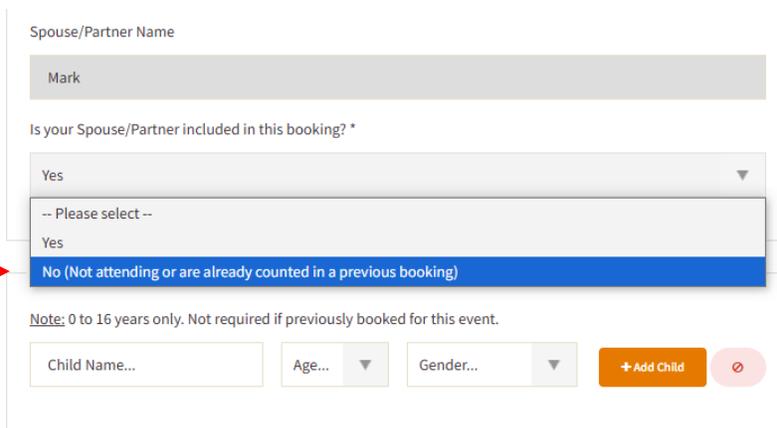
-- Please select --

Yes

**No (I'm already counted in a previous booking)**

A red arrow points to the selected 'No' option.

- Do the same for your spouse/partner



Spouse/Partner Name

Is your Spouse/Partner included in this booking? \*

Yes

-- Please select --

Yes

**No (Not attending or are already counted in a previous booking)**

Note: 0 to 16 years only. Not required if previously booked for this event.

Child Name...  Age...  Gender...

A red arrow points to the selected 'No' option.

- **DO NOT REENTER YOUR OWN CHILDREN (0-16YEARS)**

- Toggle on... Are you bringing guests? ...and proceed as follows

Are you bringing guests?  ←

**Family/Group 1**

Guest's Phone Number \*

Name of Adult Guest aged 17 years and over

 + Add Adult ✕

Name of Child Guest aged 5-16 years

Child Name...  Age...  Gender...  + Add Child ✕

Name of Child Guest aged 4 years and under  
*(These are NOT charged but are required for catering)*

Child Name...  Age...  Gender...  + Add Child ✕

+ Add Family/Group ✕

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- You will receive an email titled **Thank you for your Booking**. If you don't receive a confirmation email your booking has not come through - in this instance, please try clearing your browser cache or use an alternate browser or device to make your booking. If you still do not receive the **Thank you for your Booking** email please contact [social@tlcc.com.au](mailto:social@tlcc.com.au)
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## 10. When will bookings close?

- Generally all member and guest bookings close 1 week prior to the event. Some events have earlier close dates.

## 11. Do you need further help with this process?

- Please email [social@tlcc.com.au](mailto:social@tlcc.com.au)