



## CONFERENCE & EVENT MENUS

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### BEVERAGES

- Freshly brewed coffee & selection of teas - \$2.5 pp (per break period)
- Continuous freshly brewed coffee & selection of teas - \$5.5 pp (all day)
- Jugs of soft drink or juice - \$3 pp (per break period) please choose 3: Coke, Coke zero, Lift, Sprite, Ginger ale, Soda water, Orange juice, Apple juice, Pineapple juice, Tomato juice. For additional soft drinks/juices add \$1 pp

### MORNING & AFTERNOON TEA OPTIONS

Savoury – \$4.5 pp (select 2 options)

- Assorted mini pies & quiches (2pp)
- Croissant with leg ham & Swiss cheese (1pp)
- Cocktail sandwiches (1 round pp)
- Homemade sausage rolls (1pp)
- Two dips with warm Turkish bread

Sweet - \$3 pp (select 2 options)

- Assorted Muffins (1 pp)
- Scones with jam & cream (2 halves pp)
- Selection of mini Danish pastries (2pp)
- Selection of biscuits
- Chocolate brownie (1pp)
- Fresh sliced seasonal fruit

### LUNCH MENU

Light Working Lunch - \$10 pp

- Assorted baguettes, rolls & wraps
- Sliced seasonal fruit

Fresh & Tasty - \$13.5 pp

- Assorted baguettes, rolls & wraps
- Seasoned wedges with sour cream & sweet chilli sauce
- Garden salad
- Sliced seasonal fruit

Classic Aussie - \$16.5 pp

- Assorted Pies, pasties & sausage rolls
- Beer battered Chips
- Garden salad
- Sliced seasonal fruit

*Special dietary requirements can be catered for and must be organised prior to your function booking  
(minimum 72 hrs notice)*

## BOOKING DETAILS

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**ROOM HIRE:** Full Day \$350  
Half Day \$250

### Access & duration

- 8am – earliest start time for guests arrival (Organiser will be given access from 7.30am for setup purposes)
- Surcharge of \$30 per half hour applies if earlier access is required
- All pack-up and bump out must be complete by 5.15pm in order for staff to re set room for dinner events

### Booking deposit

- We are happy to hold a tentative booking on your requested day for up to 2 weeks. After this time a deposit will be required to secure your preferred booking date and time
- The deposit required is the room hire fee

### Set-up Charge

- Week days - \$75, Weekends - \$150
- Set-up charge includes:
- Setting up of tables and chairs as required
  - White linen
  - Whiteboard with pens & eraser, Flip chart & paper
  - Iced water & mints

It is highly recommended that you arrive a minimum of 30 minutes prior of the start of the function to test all AV equipment.

**\*\*BLUE TAC, TAPE & OTHER ADHESIVES ARE NOT TO BE USED ON FUNCTION ROOM WALLS\*\***