# CELEBRATIONS & FUNCTIONS PACKAGE 2019







# **Index**

1.	Buffet Package	3
2.	Dining Menu Package	.5
3.	Cocktail Menu	.9
4.	Functions Wine List	13
5.	Breakfast Meeting	.18
6.	Light Package Options	.20
7.	Corporate Seminars	.22
8.	Probus & Rotary	.26
9.	Terms & Conditions	.29
10.	Function Car Parking	.33

# BUFFET OPTIONS 2019



# **BUFFET OPTIONS \$44PP**

# FRESHLYCARVED MEATS PREPAREDBY OURCHEF CHOICEOF 2

Sirloin of beef served medium with horseradish cream (GF)

Maple glazed ham served with dijon mustard (GF)

Leg of lamb infused with rosemary and garlic served with fresh mint jelly (GF)

Loin of pork served with apple sauce and pork crackle (GF)

Rolled turkey breast with cranberry sauce (GF)

### **SALADS**

Traditional garden salad

### **VEGETABLES**

Selection of roast chats with rosemary and garlic, glazed carrots, roast pumpkin and green beans

### **ADDITIONAL BUFFET OPTIONS \$5PP**

Lamb curry served with steamed rice (GF)

Beef Lasagne

Sweet potato, eggplant and chickpea curry served with steamed rice (GF)

### **DESSERTS - CHOICE OF 2**

**Baked Blueberry Cheesecake (GF)** 

Served with Cream

Lemon Meringue Tart (GF)

Served with Cream

Raspberry Pavlova Roulade (GF)

Fresh cream and raspberries rolled inside light pavlova

Chocoatel Pudding (GF)

Served with lashings of dark chocolate ganache and fresh cream

**Salted Caramel Flan (GF)** 

Baked Caramel filling enhanced with a hint of salt topped with ganache in a light pastry

**Strawberry Romanoff (GF)** 

Light strawberry mousse with fresh strawberries and Cointreau served with a toffee swirl

Maximum of 90 Guests – Catering Conditions apply for groups larger than 70 Prices Valid from 1st January 2019 - Prices subject to change.

# DINING MENU 2019







# **DINING MENU**

# PRE DINING CANAPÉS

\$12.00 PP

Includes Steamed Mini Dim Sims, Chicken Satay Skewers, Fried Prawn Dumplings

Vegetarian Arancini and Mini Sausage Rolls

# **COLDENTRÉE SELECTIONS**

### Mediterranean Marinated Calamari (GF)

Served with white anchovy, baby capers, olives and tomato

### Smoked Chicken Breast (GF)

Served with dill aioli and citrus salad

### Pork Belly, Pistachio and Cranberry Terrine (GF)

Served with croutons

# HOTENTRÉE SELECTIONS

### Eggplant Fritter (GF,V)

Served with goat's cheese, rocket, goji berries and red current dressing

### Sanbei Chicken

Slow cooked on the bone to maximize flavor in Asian spices and fresh basil

### Ravioli

Served with a lime cream sauce

### Thai Fish Curry (GF)

Fresh catch served in a Thai red curry infused with kaffir lime and coconut cream served with papadams

### Pumpkin Gnocchi (V)

Served with wilted arugula and cream with shaved parmesan and fresh herbs

Main / Dessert - \$44 - Entrée / Main - \$46 - Entrée / Main / Dessert - \$56

Prices Valid from 1st January 2019 - Prices subject to change.

### MAIN SELECTIONS

### Pork Rib Eye (GF)

Served with sugo, Sicilian polenta, braised leek and fennel with jus

### Peking Style Roast Duck Breast (GF)

Served on crepe with green mango and Asian slaw

### Braised Veal Girelo (GF)

With porcini mushroom and truffle oil served on pea puree and potato fondant

### Baked Australian Barramundi Fillet (GF)

With Cajun crust served on potato gratin and asparagus spears

### Chicken Breast (GF)

Chicken Breast filled with cheese farce wrapped in pancetta served on sweet potato mash and green beans

#### Eye Fillet Steak (GF)

Served on potato and onion hash, Dutch carrots and smokehouse jus

### Ox Cheek Bourguignon (GF)

Braised ox cheek in rich red wine and wild mushroom sauce served on mashed potato and pickled root vegetables

### **DESSERT SELECTIONS**

### Baked Blueberry Cheesecake (GF)

Lemon Meringue Tart (GF)

### Raspberry Pavlova Roulade (GF)

Fresh cream and raspberries rolled inside light pavlova

### Chocolate Pudding (GF)

Served with lashings of dark chocolate ganache and vanilla ice cream

### Salted Caramel Flan (GF)

Baked Caramel filling enhanced with a hint of salt topped with ganache in a light pastry

### Strawberry Romanoff (GF)

Light strawberry mousse with fresh strawberries and Cointreau served with a toffee swirl

### House made Meringues (GF)

Filled with soft toffee, fresh cream and berries

Main / Dessert - \$44 - Entrée / Main - \$46 - Entrée / Main / Dessert - \$56

Prices Valid from 1st January 2019 - Prices subject to change.

## **CHILDREN'S MENU**

**\$15 12 Years and Under (Please Choose 1 Main)** 

### Mains

Chicken Nuggets and Chips Fish and Chips Mini Burgers and Chips

### Dessert

Ice Cream Sundae

## **ADDITIONAL EXTRAS**

Antipasto Platter	\$50 per table
Cured meats, marinated vegetables, dip and croutons	
Cheese Platter	\$60 per table
Australian cheeses, crackers and dried fruit	
Bowl of Garden Salad for the Table	\$2 per person
Bowl of Steamed Vegetables for the Table	\$2 per Person
Bowl of Roasted Chat Potatoes for the Table	\$2 per person

# COCKTAIL MENU 2019







# COCKTAIL MENU

## **PARTY SELECTIONS**

Caramelized Onion Tarts (V)

Potato Rosti with Chargrilled Vegetables and Aioli (V, GF)

Dip Platter with Croutons (V, GF on Request)

**Assorted Sandwiches** 

Mini Sausage Rolls with Tomato Sauce

Party Pies with Tomato Sauce

Mini Quiche

Steamed Mini Dim Sim with Soy Sauce

Vegetarian Spring Roll with Sweet Chili Sauce V)

Salt and Pepper Squid with Tartare Sauce

Arancini Balls (V, GF)

Hawaiian Pizza (GF upon request)

Margherita Pizza (GF upon request, V)

Cheese & Garlic Pizza (GF upon request, V)

Crumbed Chicken Strips with Sweet Chili (GF)

Selection of 8 Items - \$27.00pp

Selection of 10 Items - \$32.00pp

Complimentary Tea and Coffee Station Included for your Event







# COCKTAIL MENU GOURMET SELECTIONS

\$40.00 PP - 3 Cold, 4 Hot, 1 Roving, 2 Sweet

### COLD

Smoked Salmon and Crème Fraiche Bellini (GF)

Roast Beef en Croute with Caramelized Onion

Prosciutto with Chive Cream Cheese Tart (GF)

Salmon Mousse served on Cucumber Round with Roe (GF)

Turkey and Red Currant Jelly Tart (GF)

Teriyaki Chicken served between Mooli Radish with Egg Mayonnaise and Nori (GF)

Poached Chicken Waldorf Tart (GF)

### HOT

Honey Soy Marinated Chicken Skewers (GF)

Chicken and Asparagus Vol Au Vent

Prawn Puff Rolls (GF)

Thai Spiced Prawn (GF)

Arancini Balls with Peri Peri Aioli (GF)

Beef Cevapi with Garlic Yoghurt (GF)

Peking Style Roasted Duck Spoon served with Hoi Sin Sauce (GF)

Mini Fillet Mignon (GF)

Crumbed Eggplant served with Aioli (V,GF)

Grilled Haloumi, Cherry Tomato and Fresh Basil Spoon (V,GF)

Parma Ham Wrapped Asparagus Spears (GF)

Roasted Pork Belly served with Pear Puree (GF)

Chorizo Sausage served with Bocconcini and Basil on Crouton

### **COCKTAILMENU**

### **ROVING**

Mini Beef Slider

Fish and Chips with Tartare Sauce (GF)

Wild Mushroom Risotto (GF)

Thai Beef Salad with Chilli Lime Dressing and Rice Noodles (GF)

Marinated Beef Shaslik (GF)

### **SWEET TREATS**

Egg Custard Tarts

Bite Sized Profiteroles with Custard and Chocolate Topping

Mini Cheesecake

Assorted Mousse Cups (GF)

Citrus Tart

Wedding or Birthday Cake (cake supplied by client)

# FUNCTIONS WINE LIST





SPARKI INC WINE

SPARKLING WINE	Bottle	Glass
Charles Heidsieck NV Brut Reserve A golden champagne, with persistent effervescence. A nose that is both complex and delicious.	\$120.00	
<b>Piper-Heidsieck Brut NV</b> (France) A lively, fresh and vibrant champagne	\$80.00	
Crossroads Chardonnay Pinot Noir (NSW) Peach and pear overtones with a crisp honeysuckle and me	<b>\$29.00</b> lon finish	
Chain of Fire Brut Curvee (Sth Eastern Australia)	\$24.00	\$6.50
Yellow Piccolo - 200ml (VIC)		\$9.00
WHITE WINE	Bottle	Glass
<b>Pikorua Marlborough Sauvignon Blanc</b> (NZ) Refreshingly crisp, it delivers bright tropical fruits with a Touch of gooseberry and light herbal notes.	\$40.00	\$9.00
Robert Oatley Signature Series Sauvignon Blanc Passionfruit, cut grass and a hint of lime zest soar across this long, fine, crisp dry white.	\$36.00	\$8.40
Wild Oats Sauvignon Blanc (WA) Succulent juicy fruit flavours with a crisp finish.	\$35.00	

WHITE WINE	Bottle	Glass
BabichSauvignonBlanc(Marlborough,NZ) Vibrant fruit flavours with a fantastic clear finish	\$34.00	\$8.40
Cunning Fox Chardonnay (Mornington, VIC) Delicate floral and citrus flavours leading to a dry palate	\$34.00	\$8.40
Off Road Riesling (Clare Valley SA)	\$33.00	<b>\$7.90</b>
Dominated by fresh lime with a hint of quince and spice  Beach Hut Pink Moscato (South East Aus)  Luscious summer fruit sweetness with a hint of spritz	\$29.00	\$7.20
Barefoot Chardonnay (Sth Eastern Australia)	\$24.00	\$6.50
Barefoot Sauv Blanc (Sth Eastern Australia)	\$24.00	\$6.50
Barefoot Pinot Grigio (South Eastern Australia)	\$24.00	<b>\$6.50</b>





SAUVIGNON BLANC

Marlborough, NZ

Delivers the hallmarks of the now world-famous Marlborough Sauvignon Blanc. Refreshingly crisp, it delivers bright tropical fruits with a touch of gooseberry and light herbal notes.

glass \$9.00 bottle \$40.00

RED WINE – PREMIUM	Bottle	Glass
Taltarni Reserve Shiraz Cabernet (Pyrenees) A deep ruby colour, this wine offers intense blackberry characters and liquorice flavours, with some well integrated toasty, mocha, cigar box notes from the oak.	\$75.00	
Robert Oatley Finisterre Pinot Noir (Vic) Wild berries, cherry and spices. Silky texture. Long fine tannins	\$46.00	
Robert Oatley Finisterre Cabernet Sauvignon (WA) Complex and restrained. Roasted nuts and nougat. Underlying citrus blossom. Long fine acidity.	\$46.00	
Four In Hand (Barossa Shiraz)  Moderate Alcohol and a very supple oak influence, Barossa dark fruits and block chocolate characters rise to the generous and appealing with soft, fine powdery tannins	<b>\$45.00</b> e fore, its	
Hinterland 2012 Cabernet Savignon (SA) A True form of Cabernet that showcases the region and varietal with honesty and class. Medium bodied, silky smooth and robust notes of red berry, ceder and a touch of chocolate Haselgrove Shiraz Cabernet (SA) Deep and impenetrable in colour with aromas of cassis, red berries, plum and chocolate. The palate is full bodied and structured with dark fruit flavors and firm yet elegant tanning.	\$45.00	MARK ORSE ERY OF
RED WINE	Bottle	Glass
Wirra Wirra Church Block Cabernet Sauvignon Shiraz Merlot (McLaren Vale, SA) Matured in oak barrels, exhibiting rich fruits	\$39.00	\$9.70
Hancock & Hancock Cabernet Touriga (McLaren Vale, SA) Blackcurrant and crushed leaf flavours of Cabernet with perfume of violets and savoury, slightly rustic touch of Touriga	\$35.00	8.20

ROBERT OATLEY!

\$36.00

\$8.40

**Robert Oatley Signature Series Shiraz** 

Soft, fleshy-textured Shiraz displaying blueberries

REDWINE	Bottle	Glass
Raging Bull Premium Shiraz (Barossa, SA) Loaded with sweet juicy fruit, bitter chocolate and intense raisin flavours. Velvety smooth.	\$34.00	\$8.40
Raging Bull Cabernet Merlot (Coonawarra, SA) Coffee, blackcurrant and vanilla bean flavours with a toasty oak finish	\$34.00	\$8.40
Raging Bull Cabernet Sauvignon(SA) Juniper and mulberry aromas along with a roasted coffee and almond intensity	\$34.00	\$8.40
Barefoot Shiraz (South Eastern Australia)	\$24.00	\$6.50



### Barossa Shiraz

Moderate alcohol and very supple oak influence, Barossa dark fruits and black chocolate characters rise to the fore, it's generous and appealing, with soft, fine powdery tannins and lovely length of flavour.

\$45.00 per bottle

# BREAKFAST MEETING PACKAGE 2019



# BREAKFAST MEETING PACKAGE

(Minimum Number for catering 30)

### Continental Breakfast Buffet - \$22.00pp

Fruit Toast, Fresh Toast with an Assortment of Spreads, Assorted Breakfast Cereals with Fresh Milk, Fresh Fruit Salad and Natural Yoghurt

### Scrambled Eggs - \$18.00pp

Served on Sour Dough Bread, Rasher of Bacon, Tomato, Hash Brown

### Poached Egg - \$18.00pp

Served on Sour Dough Bread, Rasher of Bacon, Tomato, Hash Brown

### Baked Eggs - \$20.00pp

Served with Sour Dough Bread, Rasher of Bacon, Tomato, Hash Brown,

### Breakfast with the Lot - \$ 25.00pp

Choice of Scrambled or Poached Egg for all guests, served on Sour Dough Bread with Rasher of Bacon, Tomato,

Sausage and Hash Brown, Fresh Fruit Salad and Assorted Cereal

### **Optional Sides**

Hollandaise Sauce - \$1.00pp

Sautéed Mushrooms - \$2.00pp

Baked Beans - \$2.00pp

Avocado - \$3.00pp

Selection of Chilled Juices - \$4.50pp

Complimentary Assorted Tea and Freshly Brewed Coffee Station with all Breakfast Packages





# LIGHT OPTION PACKAGES 2019







# LIGHT OPTION PACKAGES

Minimum 30 people for catering

### **PACKAGES**

Option 1.	\$20.00pp
Scones with Cream and Jam	
Assorted Muffins	

Assorted Muffins
Slice Selections
Fresh sandwiches

Continuous Tea and Coffee (Full Duration of Event)

Option 2. \$23.00pp

Scones with Cream and Jam
Fresh sandwiches
Party Pies
Sausage Rolls
Vegetarian Frittata

Continuous Tea and Coffee (Full Duration of Event)

Option 3. \$29.00pp

Scones with Cream and Jam
Assorted Muffins
Fresh Sandwiches
Party Pies
Sausage Rolls
Mini Quiches
Fresh Fruit Platters
Continuous Tea and Coffee (Full Duration of Event)

# CORPORATE SEMINAR PACKAGES

2019







# CORPORATE SEMINAR PACKAGES

### **PACKAGES**

### **Lunch Options**

Lunch Only Option 1. \$24.00pp

Gourmet Party Pies
Sausage Rolls
Fresh Sandwiches
Vegetarian Frittata

Continuous Tea and Coffee (Full Duration of Event)

Lunch Only Option 2. \$28.00pp

\$28.00pp

Gourmet Party Pies
Sausage Rolls
Marinated Chicken Skewers
Vegetarian Frittata
Assorted Muffins
Fresh Sandwiches
Continuous Tea and Coffee (Full Duration of Event)

### Lunch Only Option 3. (Based on numbers attending)

Individual Salad Per Guest (Select 1 Salad)

- Chicken Caesar
- Char Grilled Vegetable
- Greek Lamb
- Salmon with Capers

Sandwich Platter Fruit Platter

### Morning Tea / Lunch Option

\$30.00pp

Continuous Tea and Coffee (Full Duration of Event) Selection of Soft Drink included with Lunch Menu

### Morning Tea Option 1 (select 2 items)

Scones with Cream and Jam

**Assorted Muffins** 

**Assorted Danishes** 

Selection of Cakes

OR

### Morning Tea Option 2 (select 1 item)

Toasted Ham and Cheese Croissants

Chia Pods

### Lunch Option 1 (select 5 items)

Scones Jam and Cream

**Assorted Muffins** 

**Gourmet Party Pies** 

Sausage Rolls

Mini Quiches

Marinated Chicken Skewers

Vegetarian Frittata

Fresh Sandwiches

OR

### Lunch Option 2 (Based on numbers attending)

### Individual Salad Per Guest (Select 1 Salad)

- Chicken Caesar
- Char Grilled Vegetable
- Greek Lamb
- Salmon with Capers

Sandwich Platter

Fruit Platter

### **Lunch / Afternoon Tea Option**

\$30.00pp

Continuous Tea and Coffee (Full Duration of Event) Selection of Soft Drink included with Lunch Menu

### Lunch Option 1 (select 5 items)

Scones Jam and Cream

**Assorted Muffins** 

**Gourmet Party Pies** 

Sausage Rolls

Mini Quiches

Vegetarian Frittata

Marinated Chicken Skewers

Fresh Sandwiches

Shared Fruit Platter

OR

### Lunch Option 2 (Based on numbers attending

Individual Salad Per Guest (Select 1 Salad)

- Chicken Caesar
- Char Grilled Vegetable
- Greek Lamb
- Salmon with Capers

Sandwich Platter

Fruit Platter

### Afternoon Tea (select 2 items)

Scones with Cream and Jam

**Assorted Muffins** 

**Assorted Danishes** 

### Morning Tea / Lunch / Afternoon Tea Option

\$35.00pp

Continuous Tea and Coffee (Full Duration of Event) Selection of Soft Drink included with Lunch Menu

### Morning Tea (select 2 items)

Scones with Cream and Jam Assorted Muffins

**Assorted Danishes** 

Selection of Cakes

OR

### Morning Tea Option 2 (select 1 items)

Toasted Ham and Cheese Croissants

Chia Pods

### Lunch Option 1 (select 5 items)

Scones Jam and Cream

**Assorted Muffins** 

**Gourmet Party Pies** 

Sausage Rolls

Mini Quiches

Vegetarian Frittata

Marinated Chicken Skewers

Fresh Sandwiches

OR

### Lunch Option 2 (Based on numbers attending)

### Individual Salad Per Guest (Select 1 Salad)

- Chicken Caesar
- Char Grilled Vegetable
- Greek Lamb
- Salmon with Capers

Sandwich Platter

Fruit Platter

### Afternoon Tea (select 2 items)

Scones with Cream and Jam

**Assorted Muffins** 

**Assorted Danishes** 

Selection of Cakes

# PROBUS & ROTARY PACKAGE 2019







### **PROBUS & ROTARY PACKAGE**

### **OPTION 1 - \$38.00 pp**

(Minimum of 40 Guests)

Two Course Meal with a choice of the following selections Please choose 2 Main Meals and 2 Desserts for alternate service. A vegetarian option is available and we can cater for any dietary requirements.

### **MAIN SELECTIONS**

### Lamb Shank (GF)

Braised lamb shank served with creamy garlic mashed potato and braising reductions

### Beef Lasagne

Served with rocket and parmesan salad

### Chicken and Asparagus Filo

Served with creamy mashed potato and mixed vegetables

### Roasted Chicken Fillet (GF)

Chicken fillet wrapped in pancetta served with chat potatoes, broccoli and sugo tomato sauce

### Baked Barramundi (GF)

Served with sweet potato puree, mixed vegetable and lemon dill butter sauce

### Fried Fish and Chips (GF)

Served with garden salad

Traditional Christmas Roast (December or Christmas in July) (GF)

### **DESSERT SELECTIONS**

Apple and Cinnamon Pudding Served with vanilla bean ice cream (GF)

Pavlova with cream, strawberry and passionfruit (GF)

Chocolate Brownie Served with rich chocolate sauce and fresh cream (GF)

Crème Brulee (GF)

Sticky Date and Walnut Pudding Served with butterscotch sauce and vanilla ice cream (GF)

Baked Custard Tart Served with coffee flavored ice cream

Baked Blueberry Cheesecake (GF)

Christmas Pudding with Custard (December or Christmas in July)

### **PROBUS & ROTARY PACKAGE**

**OPTION 2 - \$45.00 pp** 

Three Course Meal with a choice of the following selections.
Please choose 1 Entrée, 2 Main Meals and 2 Desserts for alternate service.
A vegetarian option is available and we can cater for any dietary requirements.

### **ENTRÉE SELECTIONS**

Soup of the Day (Chefs Selection)

Antipasto Platter for Each Table

### **MAIN SELECTIONS**

Lamb Shank (GF)

Braised lamb shank served with creamy garlic mashed potato and braising reduction

Beef Lasagne

Served with rocket and parmesan salad

Chicken and Asparagus Filo

Served with creamy mashed potato and mixed vegetables

Roasted Chicken Fillet (GF)

Chicken fillet wrapped in pancetta served with chat potatoes, broccoli and sugo tomato sauce

Baked Barramundi (GF)

Served with sweet potato puree, mixed vegetables and lemon dill butter sauce

Fried Fish and Chips (GF)

Served with garden salad

Traditional Christmas Roast (December or Christmas in July) (GF)

### **DESSERT SELECTIONS**

Apple and Cinnamon Pudding Served with vanilla ice cream (GF)

Pavlova with cream, strawberry and passion fruit (GF)

Chocolate Brownie Served with rich chocolate sauce and fresh cream (GF)

Crème Brulee (GF)

Sticky Date and Walnut Pudding Served with butterscotch sauce and vanilla ice cream (GF)

Baked Custard Tart Served with coffee flavored ice cream

Baked Blueberry Cheesecake (GF)

Christmas Pudding with Custard (December or Christmas in July)

Included in your package is complimentary Room Hire a Tea and Coffee Station with 2 Complimentary Jugs of Soft Drink on each table. Complimentary use of PA, Data Projector and Projector Screens. Minimum number of people required to book the event is 40 guests.

Prices Valid from 1st January 2019 - Prices subject to change.



### Terms and Conditions

The following terms and conditions are designed to ensure your function runs smoothly. Should you have any queries regarding this contract, contact our Functions Manager.

### 1. ROOM HIRE CHARGES

We base our Room Hire charges on the value of the catering ordered. Minimum spend on catering at \$1,500 incurs no Room Hire Fee.

Room Hire Fee applicable to catering spend under \$1,500

\$0 to \$500 – Room Hire Fee incurred is \$500 \$501 to \$800 - Room Hire Fee incurred is \$350 \$801 to \$1,100 - Room Hire Fee incurred is \$250 \$1,101 to \$1,500 – Room Hire Fee incurred is \$150

Room Hire Fee for bookings with no catering spend - \$1,000

Board Room Hire – Maximum 10 - 12 guests  $\frac{1}{2}$  Day (4 Hours) - \$150 Full Day (4-8 Hours) - \$300

### 2. NUMBERS

Monday, Wednesday, Friday, Saturday and Sunday Functions All function bookings on the above days are subject to a minimum catering charge of 30 Adults and may also incur a Room Hire Fee.

Tuesday and Thursday prior to 6pm Functions All function bookings on the above days are subject to a minimum catering charge of 60 Adults and may also incur a Room Hire Fee.

In the event that numbers fall below the minimum confirmed attendance no deductions will be given.

### 3. CONFIRMATION OF BOOKING

A booking will be considered confirmed when the signed Booking Application Form is returned along with the Deposit. If this does not occur within 14 days of original tentative reservation, Management reserves the right to cancel the booking and allocate the date to another client.

A receipt of the Deposit will be forwarded upon request.

### 4. ROOM HIRE, SET UP AND DELIVERY

Function Rooms are booked for a maximum 5 hour event duration, all evening functions must conclude no later than 12am. Bar Service will cease 30 minutes prior to the completion of all events. Where prior arrangement has been made with the Function Manager clients will be allocated set up and break down time for their function. All deliveries to the Box Hill Golf Club must be advised to the Functions Manager prior to delivery and must be delivered to the venue booked and marked with the name and date of the function. All decorating will be done by the client within the guidelines of Box Hill Golf Club. Any items that have not been collected after the function will be disposed of within fourteen (14) days.

### **5. ROOM ALLOCATION**

The Box Hill Golf Club reserves the right to assign another room for the organized function in the event the room originally designated for such function is not available or inappropriate in the opinion of the Club.

### 6. FUNCTION DETAILS

Details of all arrangements including menu, beverage requirements and timing must be advised to the Functions Manager no later than 14 days (2 weeks) prior to the event.

### 7. ENTERTAINMENT

We are happy to assist in the arrangement of DJ's Bands and entertainers to suit your requirements, please note however that you must receive prior approval from the Function Manager before organizing entertainment. Musical Entertainment may be refused in the event that this has not been approved by the Function Manager in advance of your event. Entertainment is restricted to the hired Function Room and is not permitted outside of this area, in the event that this is not adhered to Management reserves the right to stop the entertainment. The musician's award stipulates that members must receive a meal, the cost of which is charged to the hirer.

### 8. FINAL ATTENDANCE

The final number of guests attending the function is required 10 days prior to the event, for catering and billing purposes. Should a final number not be received, the attendance indicated on the Booking Application Form will be applied for billing and catering purposes.

In the event that numbers fall below the confirmed attendance no deductions will be given.

### 9. PRICES

All prices are current at the time of quotation and are subject to revision, prior to signing the Booking Application Form. Rates and prices are inclusive of GST, unless otherwise indicated.

### 10. CANCELLATION

In the event of a function cancelling, the following terms are applicable:

- i. Cancellation within 90 days of booked date will receive a refund of 75% of their deposit.
- ii. Cancellation within 60 days of booked date will receive a refund of 50% of their deposit.
- iii. Cancellation within 30 days but more than 14 days of booked date will forfeit their deposit.
- iv. Cancellation within 14 days of booked date will forfeit their deposit and incur a charge of 50% catering costs based on Booking Application attendance figures.
- v. Should you reschedule your event within 60 days no further alterations will be accepted.

Please sign your acknowledgement of the above conditions:			
Name:	Signature:	Date:	

### 11. PAYMENTS:

- i. Guarantee of Payment: The contract signatory is personally liable to pay all monies in full to the Box Hill Golf Club pursuant to this agreement. Where the invoice has been requested to be addressed to another person, company or entity, personal liability for full payment remains the responsibility of the contract signatory.
- ii. Deposit: The Deposit must be paid within 14 days of the original booking.
- iii. Pre-Payment: The Box Hill Golf Club will provide the client with a catering invoice when final numbers are confirmed 7 business days prior to the function, payment can be made via credit card (Master card or Visa), cheque, BPay or direct credit to The Box Hill Golf Club's account.
- iv. Invoice Payment: Where discussed prior with the Function Manager functions can be paid on invoice within 7 days of the function.

### 12. SECURITY

Box Hill Golf Club reserves the right to cancel or close down any function that they believe will affect the smooth running of the business, security or reputation of the club. Box Hill Golf Club also reserves the right to refuse service and request individuals to leave the premises at any time. In the event of a disruptive and or violent incident the function will immediately be closed down, this decision is at the sole discretion of Box Hill Golf Club. Security will also be booked and payable by you if deemed appropriate by the Functions Manager

### 13. LAWS AND REGULATIONS

At no time will the client commit any act or permit its employees, agents or invitees to commit any act that is illegal or offensive or is in breach of any statutes, by laws, orders, regulations or other provisions having the force of the law including but not limited to the Box Hill Golf Club's Liquor Licence and Fire Regulations.

### 14. PROPERTY DAMAGE

The Box Hill Golf Club does not accept responsibility for damage to, or loss of any client's property left in the Club prior to, during or after a function. Organizers are financially responsible for any damage sustained to the Club's fittings, property or equipment by clients, guests or outside contractors prior to, during or after a function.

### 15. REGULATIONS

It is understood that the client will conduct their function in an orderly manner and in full compliance with The Box Hill Golf Club rules and dress regulations which include:

- i. CLUBHOUSE. Neat attire required at all times. No beachwear or tracksuits. Clean joggers, boat shoes and leather sandals are permitted as is neat and clean denim.
- ii. Smoking is NOT permitted inside the clubhouse.

### 16. CONSUMPTION

No food or beverages may be brought onto the premises with the exception of celebratory cakes and lolly buffets, with prior approval from the Function Manager.

### 17. SIGNAGE

Nothing is to be nailed, screwed or stapled to any wall, door or other surface or part of the building. Approved BlueTac or 3M Hooks only. Signage in public areas is to be kept to a minimum and must be approved by the Functions Manager. The client must obtain written permission from the Functions Manager before using either the name or trademark of The Box Hill Golf Club, in any manner.

### 18. SPECIAL EFFECTS

Smoke Machines, Special Balloon Effects and/or Pyrotechnics cannot be operated without prior authority from the Functions Manager, due to the effect on the smoke detectors. The Functions Manager must be informed of the proposed use of the above equipment in writing fourteen (14) days prior. Should the Fire Brigade respond to an alarm in a function room, which has been set off by the unauthorized use of Smoke Machines, Special Balloon Effects and/or Pyrotechnics, the client will be liable for any charges incurred to The Box Hill Golf Club.

# Booking Application Form

Type of Function:		
Name of Business:		
Name of Main Contact:		
Postal Address:		
Home Phone:		
Business Phone:		
Mobile:		
Day and Date of Proposed	l Function:	
Monday, Wednesday, Friday 30 guests and may incur Roo	r, Saturday and Sunday functions minimum catering charge of om Hire Fee	
Tuesday and Thursday function	ons prior to 6pm minimum catering charge of 60 guests and may	
Times Required, From:	То:	
Manager, with all evening fu 30 minutes prior to the com	e is for a duration of 5 hours unless authorized by the Function inctions completed no later than 12:00am. Bar Service will cease pletion of all events. Organisers will be provided access to the the start time of your event to setup. Please do not include this in	
Anticipated Numbers:		
Adults:	Children (under 12 years only)	
Dance Floor Required:		
Entertainment Type:		
Direct Deposit BPay or with C	companies this form, payments can be made via Credit Card, Cheques being made payable to Box Hill Golf Club. Bookings are ceipt of the required Deposit and completed booking by the Club.	
	ved a copy of the terms and conditions pertaining to the Golf Club. I further comply with all aspects of these conditions cation.	
Name (please print):		
Sign:	Date: / /	

### Directions to Riversdale Road Golfers & Functions Car Park



Riversdale Road Golfers & Function Car Park

Follow Red Arrows to Riversdale Road Golfers & Functions Car Park

Follow Yellow Arrows Along Walking Path to Club House – 1 to 3 Minute Walk up Slight Incline

Red Road Block Indicates Blocked Road

