



## *Corporate Functions*



Riverside Location  
Free Parking  
Multi Purpose Venue  
In House Catering Team  
Fully Licensed  
Variety of AV options available



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# Function Fees & Charges

## Tompkins on Swan Room

Venue Hire Fee \$650.00 (8am-5pm Monday – Friday)  
\$750.00 (6pm-12am Friday) \$850.00 (8am-5pm & 6pm-12am Saturday)  
\$1000.00 (8am-5pm Sunday)

Venue Hire Fee Includes the following AV equipment:

Lectern with a choice of Lapel, wireless head set, roving or fixed microphone (maximum of 3)

Twin speaker sound system with laptop or ipod connection

Data Projector & 150 inch Screen (HDMI & VGA)

White Board included. Flip chart with paper & pens \$50 per day

Capacity: 300 guests cocktail style standing  
250 guests theatre style  
184 guests seated configured as 23 open faced tables of 8



## River Room

Venue Hire Fee \$650.00 (8am-5pm Monday – Friday)  
\$750.00 (6pm-12am Friday) \$850.00 (8am-5pm & 6pm-12am Saturday)  
\$1000.00 (8am-5pm Sunday)

Venue Hire Fee Includes the following:

Lectern with a choice of Lapel, wireless head set, roving or fixed microphone

In house sound system with laptop or ipod connection

75 inch LCD TV Screen suitable for presentation purposes (HDMI & VGA)

White Board included. Flip chart with paper & pens \$50 per day

Capacity: 300 guests cocktail style standing  
250 guests theatre style  
184 guests seated configured as 23 open faced tables of 8



# Function Fees & Charges

## Swan View Room (located upstairs)

Venue Hire Fee = \$400.00 (8am-5pm Monday-Friday)

Venue Hire Fee Includes the following AV equipment:

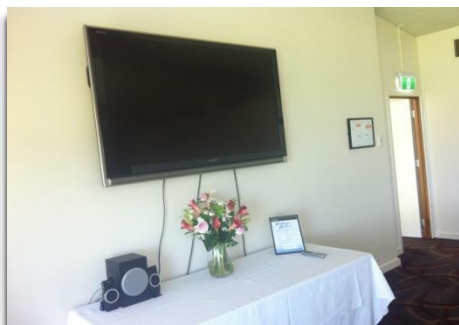
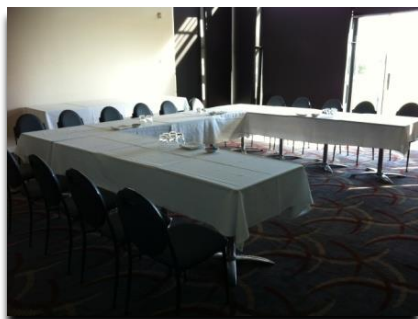
65 inch LCD TV Screen (HDMI & VGA), White Board

Bookings made for the Swan View Room Monday to Friday 8am to 5pm

incur no minimum catering spend or minimum booking numbers

This room is ideal for training seminars, workshops and board meetings

Capacity: 50 guests theatre style or cocktail style standing  
30 guests seated configured as u shape, board room, clusters or classroom



## Club Bar

Venue Hire Fee \$250.00. Includes the following:

35 inch LCD screen for presentations, White Board

Flip chart with paper & pens \$50 per day

Capacity: 40 guests cocktail style standing  
15 guests seated configured as u shape, board room, clusters or classroom



## Booking requirements

<u>Function</u>	<u>Session Day</u>	<u>Session Times</u>	<u>Min Number</u>	<u>Min Spend (Catering)</u>
Conference	Weekday	8am to 5pm	30	\$25.00 per person
Conference	Weekday	6pm to 12am	50	\$25.00 per person
Conference	Saturday	8am to 5pm	50	\$25.00 per person
Conference	Saturday	6pm to 12am	70	\$25.00 per person
Conference	Sunday	8am to 5pm	100	\$25.00 per person
Conference	Sunday	6pm to 12am	100	\$25.00 per person
Sundowner	Weekday	5pm to 8.30pm	50	\$25.00 per person



# Conference Menu

## Morning and Afternoon Tea Options

Coffee, assorted teas and juice @ \$4pp

Continuous coffee, tea & juice @ \$12pp

Fresh Fruit Platter - **GF** @ \$3pp

Selection of home made cookies - **GF** (1 per person) @ \$4pp

Assorted sandwiches - **GF** (2 quarters per person) @ \$4pp

Home made sausage rolls (2 per person) @ \$5pp

Large assorted muffins (1 per person) @ \$5pp

Savoury muffins (1 per person) @ \$5pp

Large danish pastries (1 per person) @ \$5pp

Plain scones with jam & cream (1 per person) @ \$5pp

Fruit scones with jam & cream (1 per person) @ \$5pp

Blueberry friand (1 per person) @ \$5pp

Banana bread - **GF** (1 per person) @ \$5pp

Large croissants with ham & cheese (1 per person) @ \$6pp

**GF indicates that the item is Gluten Free or that a GF variation is available**

### Substantial Morning Tea

Assorted Sandwiches (2 quarters per person), croissants with ham & cheese, home made scones with jam & cream

fruit platter, coffee, assorted teas and juice @ \$16pp

## Lunch Options

### Sandwiches & Wraps

\$17pp

A selection of assorted sandwiches and wraps (1.5 rounds per person)

Fresh fruit platter, tea, coffee and soft drink

### Quiche & Salad

\$19pp

Chef's selection of home made quiche

Choice of 2 Salads (an additional salad for \$4pp):

Choose 1 from the following:

Nicoise Salad

Lemony Potato, Broccoli, Goat's Cheese

Roast Carrot, Bean & Feta

Tri-colour Couscous

Classic Caesar Salad

Creamy Potato Salad

Choose 1 from the following:

Thai Beef Salad

Chicken Caesar Salad

Roma Tomato, Rocket, Prosciutto, Bocconcini

Fresh bread roll

Fresh fruit platter, tea, coffee and soft drink

Ploughman's Lunch

\$21pp

Chef's selection of bread

Chef's selection of cold meats and cheeses

Antipasto – olives, assorted pickles, sundried tomatoes

Assorted chutney

Choice of 2 Salads (an additional salad for \$4pp):

Choose 1 from the following:

Nicoise Salad

Lemony Potato, Broccoli, Goat's Cheese

Roast Carrot, Bean & Feta

Tri-Colour Couscous

Classic Caesar Salad

Creamy Potato Salad

Choose 1 from the following:

Thai Beef Salad

Chicken Caesar Salad

Roma Tomato, Rocket, Prosciutto, Bocconcini

Fresh fruit platter, tea, coffee & soft drink

Mixed Lunch

\$23pp

A selection of assorted sandwiches (1 round per person)

Assorted home made quichettes (1 per person)

Chicken satay sticks (1 per person)

Home made pizza (1 slice per person)

Fresh fruit platter, tea, coffee and soft drink

BBQ Lunch

\$24pp

Beef Patties

Vegetable Patties

Pork Sausages

Fried Onions

Hamburger & Hot Dog Rolls

Lettuce, Tomato & Sliced Cheese

A Selection of Condiments

Garden Salad

Potato Salad

Fresh Fruit Platter, tea, coffee & soft drink

Hot Lunch

\$25pp

Choice of **1** of the following (an additional hot selection can be added for \$7pp):

Moroccan chicken - **GF/LF**

Beef Singapore Curry - **GF**

Asian Noodle Stir Fry (Chicken or Vegetable)

Beef Lasagne

Vegetable Korma - **V/GF**

Roast Pumpkin & Feta Risotto - **V/GF**

**Served with either with pilaf rice OR roasted rosemary potatoes**

Deconstructed sandwich bar: platters of cold meats, chicken mayo, tuna mayo, curried egg, bowls of a selection of 2 salads, bread rolls, fresh fruit platter, coffee, tea and soft drink

*Our staff serve the hot buffet with a grazing cold meat and salad bar for guests to help themselves.*

# *Day Delegate Packages*

*All Packages are inclusive of Venue Hire, Lectern & Microphone  
White Board & Flip Chart, Note Pads & Pens, Mints & Water*

## **Package 1 - \$55pp**

### **Arrival coffee, assorted teas & orange juice**

#### **Morning Tea**

Coffee, assorted teas & orange juice  
Assorted muffins or Danish pastries  
(Add a fresh fruit platter for \$3pp)

#### **Lunch**

A selection of assorted sandwiches and wraps (1.5 rounds per person)  
Fresh fruit platter, tea, coffee and soft drink

Assorted tea, coffee and cool drinks station

#### **Afternoon Tea**

Coffee, assorted teas & orange juice  
Scones with jam & cream

## **Package 2 - \$65pp**

### **Arrival coffee, assorted teas & orange juice**

#### **Morning Tea**

Coffee, assorted teas, orange juice  
Muffins or Danish Pastries  
(Add a fruit platter for \$3pp)

#### **Lunch**

##### **Cold Selection**

Chef's Selection of 3 Salads  
Fresh bread roll  
Fruit Platter

##### **Hot Selection**

*Please select one of the following:*

Moroccan chicken - **GF/LF**  
Beef Singapore Curry - **GF**  
Asian Noodle Stir Fry (Chicken or Vegetable)  
Beef Lasagne  
Vegetable Korma - **V/GF**  
Roast Pumpkin & Feta Risotto - **V/GF**

**Served with either with pilaf rice OR roasted rosemary potatoes**

Assorted tea, coffee and cool drinks station

#### **Afternoon Tea**

Coffee, assorted teas, orange juice  
Scones with jam & cream

**Minimum numbers of 30 people apply**

*The hot lunch buffet is served by our staff with a salad bar for guests to help themselves.*

## **Package 3 - \$70pp**

### **Arrival coffee, assorted teas & orange juice**

#### **Morning Tea**

Coffee, assorted teas, orange juice  
Muffins or Danish Pastries  
Fresh Fruit Platter

#### **Lunch**

##### **Cold Selection**

Chef's Selection of 3 Salads  
Fresh bread roll  
Fruit Platter

##### **Hot Selection**

Chef's Soup of the Day

*Please select one of the following:*

Moroccan chicken - **GF/LF**

Beef Singapore Curry - **GF**

Asian Noodle Stir Fry (Chicken or Vegetable)

Beef Lasagne

Vegetable Korma - **V/GF**

Roast Pumpkin & Feta Risotto - **V/GF**

**Served with either with pilaf rice OR roasted rosemary potatoes**

Assorted tea, coffee and cool drinks station

#### **Dessert**

Chef's Selection of Dessert

#### **Afternoon Tea**

Coffee, assorted teas, orange juice  
Scones with jam & cream

**Minimum numbers of 30 people apply**

*The hot lunch buffet is served by our staff with a salad bar for guests to help themselves.*