



Private Dining Room

Fraser's exclusive *Private Dining Room* is the ultimate venue for both corporate and social events. With spectacular views of the Swan River and Perth City, a private terrace, audio-visual capabilities and menus designed by chef Chris Taylor for any occasion, our *Private Dining Room* is Perth's most impressive intimate events venue.

For corporate events such as presentation dinners, day seminars and boardroom meetings, the room has wireless Internet access and comes fully equipped with state-of-the-art audiovisual equipment including data projector, drop down screen and VCR (incurs a hireage/set-up cost).

The room features a large timber boardroom-style table that seats a maximum of 28 guests but can be reconfigured to host smaller groups. Elegant light fixtures, a contemporary magnum wine wall, warm reds and timber furnishings feature in this elegant space.

The Private Dining Room has hosted many an event, from birthday and celebratory dinners, to corporate seminars, cocktail parties, jewellery launches, bamitzvahs and weddings... the only limit is your imagination and our staff can help tailor the room to meet your specific requirements.

The Private Dining Room is available for breakfast, lunch or dinner 7 days a week.

Site inspections welcomed; please do not hesitate to contact our team to arrange an appointment.

Capacity: 28 seated guests, or up to 50 for a standing event

Exclusive Room Set-up Staffing & Fee: \$350.00

Parking: 300 complimentary public car bays

For further details regarding booking the Fraser's Private Dining Room, please contact:

Family & Social Events

Emily Smilkovich - Tel: 08 9230 3204 Email: weddings@frasersrestaurant.com.au

Corporate Events

Rosie Davenport - Tel: 08 9230 3206 Email: corporate@frasersrestaurant.com.au



Fraser's Private Dining Room Function Kit
Prices are subject to change 2010

INDEX

1. BREAKFAST

<u>OVERVIEW.....</u>	<u>3</u>
<u>CONTINENTAL WITH HOT PLATED BREAKFAST.....</u>	<u>3</u>

2. ALL-DAY SEMINARS

<u>OVERVIEW.....</u>	<u>4</u>
<u>STANDARD ALL-DAY SEMINAR PACKAGE.....</u>	<u>4</u>
<u>MORNING & AFTERNOON TEA - FOOD SELECTIONS.....</u>	<u>5</u>
<u>BUFFET LUNCH – FOOD SELECTIONS.....</u>	<u>5</u>

3. COCKTAIL FUNCTIONS

<u>OVERVIEW.....</u>	<u>6</u>
<u>CANAPÉS - COLD SELECTION</u>	<u>7</u>
<u>CANAPÉS - HOT SELECTION</u>	<u>8</u>

4. LUNCH AND DINNER

<u>DESIGNING YOUR MENU</u>	<u>9</u>
<u>NOTES TO CONSIDER.....</u>	<u>10</u>
<u>DEGUSTATION.....</u>	<u>10</u>
<u>MENU SELECTIONS - ENTREE.....</u>	<u>11</u>
<u>MENU SELECTIONS - MAIN</u>	<u>12</u>
<u>MENU SELECTIONS – SIDES, DESSERT & CHEESE.....</u>	<u>13</u>

<u>5. TERMS AND CONDITIONS.....</u>	<u>14-17</u>
---	------------------------------

<u>6. FLOOR PLAN.....</u>	<u>19</u>
---	---------------------------

<u>7. BOOKING CONFIRMATION</u>	<u>20</u>
--	---------------------------

1. BREAKFAST

The *Private Dining Room* can be hired for a pleasant breakfast overlooking the city and river.

A standard breakfast is the 'Continental with Hot Plated Breakfast', as per below. Your guests will be served the 'Continental Selection', which is pre-set on the table before arrival. Then, according to your timing specifications, your guests will each be served an individual plate of your selected 'Plated Hot Breakfast' item, which can be chosen from the options listed further below. Our team can quote you on other styles of breakfast, including stand-up and buffet.

CONTINENTAL SELECTION

Pre-set on table before arrival

Berries with yoghurt and hazelnut granola (***individual serves***)

Croissants

Danish pastries

Toast: white & sour dough or fruit toast (***please choose one***)

Preserves

Coffee and tea (*plunger; poured at the table, served to guests by waitstaff*)

Orange juice, pineapple juice or apple juice (***please choose two***)



Please select only one of the Plated Hot Breakfast items from the choices below. Every guest will be served the same item, in addition to the above Continental Selection.

If you would like your guests to have a choice of two different Plated Hot Breakfast items, then this will be an additional \$15 per guest.

PLATED HOT BREAKFAST SELECTION

Caramelised apple on French toast; maple syrup and whipped vanilla butter

Chargrilled field mushrooms with olive oil and lemon; grilled herb toast

Eggs benedict; leg ham, hollandaise sauce and grilled tomato on English muffin

Eggs florentine; English spinach, hollandaise sauce and grilled mushroom on English muffin

Chicken chipolatas, roesti potato with bacon and mushrooms

Scrambled eggs, crispy bacon, chipolatas, grilled mushrooms and tomato

Smoked salmon, asparagus and cheese tart

\$30.00 per person
Monday – Friday

\$35.00 per person
Weekends

2. ALL-DAY SEMINARS

The *Private Dining Room* provides a comfortable, private and eminent environment to facilitate business discussions. Use of the drop-down screen is complimentary and all other audio-visual requirements can be met, though may incur a fee. If required, we can cost a package for a morning meeting followed by lunch, or breakfast followed by a meeting, as well as a simple morning or afternoon tea.

Our team can arrange other “break-out” options for meals and breaks in other areas of the restaurant, which serve to separate and break-up an all-day seminar. For example, guests may adjourn to the restaurant for lunch, or enjoy drinks after the seminar at Fraser’s bar. We can even arrange a packaged lunch in the park for your guests. Talk to us about what you want to achieve at your all-day seminar, and we’ll give you some ideas.

The following is a standard ‘All-Day Seminar’ package.

Please note that there are two options for lunch – either a ‘Buffet Lunch’ which is set-up in the room to which guests can help themselves, or a ‘Two-Course Set Menu’ which you may choose either ‘entree and main’, or ‘main and dessert’, that will be plated and served to each individual. Please note that an All-Day Seminar with the ‘Two-Course Set Menu’ option for lunch will cost \$95 per guest.

8 am – 5pm

Minimum Numbers: 15 guests

Coffee on Arrival

Continuous whole fruit station in the room

Morning Tea

Coffee and tea (station set-up in the room)

Choose two items from the ‘Morning & Afternoon Tea Food Selections’ (click [HERE](#))

Lunch

Choose five items from the ‘Buffet Lunch Selections’ (click [HERE](#))

or

Opt for a ‘Two-Course Set Menu’ - choose two courses

– either ‘entree and main’, *or* ‘main and dessert’ – (Click [HERE](#) to view the ‘2-course lunch’)

* Please note, the ‘Two-Course Set Menu’ option increases the seminar cost to \$95 per guest

Afternoon Tea

Coffee and tea (station set-up in the room)

Two selections from the ‘Morning & Afternoon Tea Food Selections’ (click [HERE](#))

Audio Visual

Screen

Other Inclusions

Iced water on table

Variety of mixed sweets

Small jotting pads and pencils – on request, \$1.50 each

\$70.00 per person
Monday – Friday

\$75.00 per person
Weekends



MORNING & AFTERNOON TEA - FOOD SELECTIONS

- Bacon and cheese muffins (savoury)
- Blueberry muffins
- Lemon tart with double cream
- Chocolate brownies
- Scones with cream and preserves
- Mini French pastries
- Pecan and caramel tarts with double cream
- Carrot cake
- Banana cake
- Green tea cake
- Pound cake
- Sesame, chocolate cookies

BUFFET LUNCH – FOOD SELECTIONS

- Assorted mini bagels
- Assorted Panini rolls
- Charcuterie board with pickles, olives, cheese
- Chive and Parmesan scones
- Finger sandwiches
- Open faced sandwiches with mixed toppings
- Pizza with salami
- Smoked salmon bagels
- Vegetarian pizza with tomato and mozzarella
- Assorted French pastries
- Green tea cake
- Fruit platters
- Assorted focaccia
- Assorted bread rolls
- Continental meat platters
- Crusty Italian bread
- Herb crusted reef fish with tartare sauce & crusty roll
- Hot beef roll with mustard
- Hot chicken roll with basil aioli
- Mini quiche
- Panini or Turkish bread & dip
- Pepperoni and goats cheese calzone
- Shaved ham and asparagus
- Vegetable frittata
- Vegetarian pizzas
- Assorted cheeses
- Fetta and olives
- Garden salad
- Greek salad
- Caesar salad
- Assorted French pastries
- Orange & grapefruit segments in citrus soup
- Mini fruit tarts
- Green tea cake
- Fruit platters

F
BACK TO
INDEX

3. COCKTAIL FUNCTIONS

If you're planning a cocktail function in the *Private Dining Room*, then we have a number of options regarding food and beverage. Please note that a standard cocktail function runs for two hours.

It is typical for beverage that you select various items (wines, beers, water, etc) from our beverage list to be made available to you and your guests, which will be simply tallied and charged on a consumption basis.

With regards to food, the minimum amount of food that is required to be served during a standard (2-hour) cocktail function is ten (10) items per guest - five hot and five cold. *The cost for the standard 10 cocktail food items per guest (five hot and five cold) is \$50 per guest.*

The items will be served intermittently throughout the two-hour period (usually passed around by our waitstaff) according to your preferred timings. Please kindly note that this is not a meal replacement.

If the cocktail function is to be held over a period of *more than 2 hours*, please discuss this with our team, so we can ensure the function is catered for accordingly, adhering to Responsible Service of Alcohol Guidelines. This can be more cocktail food items, or we can arrange for 'More Substantial Canapés' to be set up in the room (see below).

If you would like more than the standard 'five-hot-and-five-cold items' option, you may select additional items from the 'Cold Selection' and the 'Hot Selection' on the following two pages. Costs per item, per guest, are listed - simply add up the cost of each item to arrive at your price per guest.

Our team can also arrange....

Oysters, shucked live in the room... **\$5.00 per oyster**

Carved in the room - Roast fillet of beef in dukka; bread rolls, mustards and chutney... **\$6.00 per guest**

Chef Cooking Demonstration – highly dependent on seasonality and other factors; costs vary

More Substantial Cocktail Food

Should your cocktail function run for more than two hours, or if you decide your guests will require more than canapés, our team can arrange for more substantial items to be passed around by our staff. Please note that this can only be served *in addition* to your canapé selections, and cannot be used as the sole source of food items for the event.

The cost is \$75 per guest, which includes the 'five-hot-and-five-cold' canapés as per above, plus two (2) of the below choices. The below food is served in easy-to-handle small dishes with low-key cutlery.

Choose from the 'More Substantial Cocktail Food' options below...

- Chicken curry; Malaysian with ginger
- Orange chicken curry
- Pearl barley porcini risotto
- Risotto with spinach and asparagus Rogan josh (lamb)
- Vegetarian penne pasta or salami

(All curry style dishes are served with jasmine rice)



CANAPÉS – COLD SELECTION

The below cold items are all \$5.00 per item, per guest.

Vegetarian

- Vietnamese spring rolls with tofu (vegetarian)
- Chickpea and sesame dip with warm Turkish bread
- Olive tapenade on crostini

Meat and Poultry

- Shaved prosciutto grissini
- Bresaola (air dried beef) with melon
- Thai beef salad
- Vietnamese spring rolls with duck



Seafood

- Smoked Atlantic salmon and egg roll with salmon caviar
- Gravalax of salmon, pickled cucumber
- Lemon pepper crusted swordfish on skewer
- Tuna tataki; wasabi mayonnaise
- Smoked salmon on potato pikelet
- Fremantle olive oil poached sardine fillets on toast
- Vietnamese spring rolls with prawns
- Freshly shucked oysters on ice
- Oyster shooter with spiced tomato and horseradish
- Seared salmon on cucumber and pineapple rojak (Indonesian salad)

Fraser's lemon, herb and chilli marinated olives... **\$5.00 per bowl**

Marinated fetta in oregano and olive oil... **\$5.00 per bowl**

Spreads of Japanese sashimi, sushi and Vietnamese spring rolls... **\$8.50 per guest**

CANAPÉS - HOT SELECTIONS

The below hot items are all \$6.00 per item, per guest.

Vegetarian

- Vegetarian samosa with kasundi
- Vegetarian with goats cheese and roast red pepper pizza

Meat and Poultry

- Prosciutto with mozzarella and basil pizza
- Chicken skewers in tandoori spice with cucumber and yoghurt raita
- Chicken with aromatic thai green peanut sauce
- Meat balls with tamarind and spiced tomato sauce
- Prawn and *pork* balls with lemon grass
- Beef, chicken *or* pork satays with satay sauce (*please choose one*)
- Seared loin of kangaroo on ciabatta; beetroot paste

Seafood

- Seared Atlantic salmon skewers, in teriyaki
- Crumbed reef fish with lemon mayonnaise



4. LUNCH AND DINNER

DESIGNING YOUR MENU

The *Private Dining Room* is available every day for lunch and dinner. For lunch, you may choose between a 2-course or a 3-course menu, as per below. For dinner, please note that the 2-course option is *not* available. For an extra special and unique dining experience, 'Degustations' are also available.

Set Menu Options

2 courses – (lunch only)

\$65.00 per guest, Weekdays

\$70.00 per guest, Weekends

Please choose two courses for your guests - *either* 'entrée & main', *or* 'main & dessert', as follows :

Entree and Main

Includes: bread, a choice of 2 entrees, a choice of 2 main course items, side dishes, tea and coffee

Main and Dessert

Includes: bread, a choice of 2 main course items, side dishes, a choice of 2 desserts, tea and coffee

3 courses – (lunch or dinner)

\$90.00 per guest

Includes: bread, a choice of 2 entrees, a choice of 2 main course items, side dishes, a choice of 2 desserts, tea and coffee

Dégustation – available lunch and dinner

\$110.00 per guest (see next page for full information)

Includes: five-course exclusively designed menu including canapés

With wine matched to each course: \$185 per guest



Please consider the notes on the next page before designing your menu.

To design your menu, please see the following pages (11-13) for the 'Menu Selections'.

Here, you can make your selections for each course: Canapés, Entree, Main, Sides, Dessert, and Cheese.

NOTES TO CONSIDER WHEN DESIGNING YOUR MENU

Fewer, or Additional Courses

If you require more choices to be made available to guests for each course, then it can be arranged an additional fee of \$5.00 per choice, per guest. For example, if you would like your guests to have a choice of four mains from their dinner menu, then the cost will be \$80, plus 2 x \$5, which is \$90 per guest for the dinner menu. Conversely, if you would like to reduce your menu cost, we can deduct \$5 per choice.

Canapés

If you would like to add a unique touch to your event and enjoy pre-dinner canapés on the *Private Dining Room's* stunning terrace area (weather permitting of course), then we can arrange that for an additional \$9.00 per person. This will give you a selection of 3 canapés (hot or cold) from our Canapé Selections list (see previous pages). Please note that this special price can only be used in conjunction with the above Set Menu options (lunch or dinner).

Cheese Course

If you would like your guests to enjoy some of the best cheeses that Perth has to offer (via renowned *Blue Cow Cheese Company*) then please add \$10.00 per guest. The cheese course may be served individually, or as shared cheese plates.

Tailored Menus and Dietary Requirements

We are happy to discuss menus with you in more detail in order to create one that best suits the needs of your occasion. Menu items will alter seasonally and with market availability, though you will be advised of any changes to menu selections. Fraser's can provide separate dishes for vegetarians and guests with specific dietary or cultural requirements; please advise your function coordinator.

DEGUSTATION

To add that extra special touch to your event, you may opt for a 'Degustation'.



'Degustation' is a culinary term meaning "a careful, appreciative tasting of various foods", which focuses on the senses, and high culinary art.

It's a very impressive meal, with all the cutlery changes and different courses on varying plates - and a great way to showcase the best produce that WA has to offer. For a six-course exclusively designed menu including canapés, the cost will be as per below:

\$110.00 per guest or

\$185.00 per guest, inclusive of a glass of wine matched to each course, as chosen by our sommelier.

Our team can arrange more (than six) courses if you need; please ask our team for a quote. Fraser's chef Chris Taylor designs each menu according to the best produce that is available, as well as your preferences. If you have any dietary requirements, such as allergies, then please let your functions coordinator know.

DEGUSTATION - BEVERAGES

Should you choose not to match wine to each course (as above); all beverages will be charged on a consumption basis. Simply select which beverages you would like to be made available to your guests. Please ask our functions team for our current Private Dining Room wine list. Please note: vintages and wines are subject to availability, and prices may change without prior notice. The Fraser's Cellar Master's list is also available

MENU SELECTIONS – ENTREES

Vegetarian

- Fraser's three tastes, selection of cold and hot appetisers (vegetarian options available)
- Roast sweet potato soup, with aromatic curry cream
- Jerusalem artichoke; basil oil
- Tomato tartini, rocket salad with mushroom
- Chargrilled asparagus, shaved parmesan and rocket salad
- Chargrilled field mushroom with ciabatta toast; cress and tomato with vincotto
- Chargrilled field mushroom on couscous; shaved parmesan and tomato salsa
- Warm fetta with grilled asparagus and soft dried tomato; basil oil
- Pan fried goat's cheese gnocchi; rocket, pine nut and tomato sugo

Meat and Poultry

- Fraser's three tastes, selection of cold and hot appetisers (meat options available)
- Duck confit and asparagus risotto with brown butter
- Brescola (air dried beef) with beetroot and orange salad
- Carpaccio of beef fillet with rocket and radicchio salad; truffle oil dressing

Seafood

- Fraser's three tastes, selection of cold and hot appetisers (seafood options available)
- Seafood antipasto; oyster shot, king prawns, smoked salmon and seared scallop
- Shell fish bisque with king prawn and manna crab cream
- Grilled calamari with cous cous, chick pea coriander and mint
- Chargrilled calamari with pancetta and radicchio; cabernet vinegar dressing
- King prawns in aromatic curry, tomato coriander and bean sprouts
- Slow cooked Atlantic salmon with salmon roe and bean and pea salad; aged balsamic
- Seared Atlantic salmon, vegetable pahie with tamarind mint and yoghurt
- Smoked Atlantic salmon with goats cheese tart; soft herb dressing
- WA Rock Lobster salad with asparagus and citrus (*Additional \$10.00 per guest*)
- Chargrilled WA rock lobster; lemon butter (*Additional \$15.00 per guest. In season 15th Nov – 30th June. Additional \$25.00 per guest out of season*)



MENU SELECTIONS – MAINS

Vegetarian

- Pan fried goat's cheese gnocchi; rocket, pine nut and tomato sugo

Meat and Poultry

- Roast breast of chicken with chickpea puree, fetta and spinach; preserved lemon
- Crisp duck confit on eggplant sambal; red vinegar dressing
- Confit of duck with potato puree; caramelised shallots, pesto sauce
- Roast lamb loin on Provencale vegetables and white bean mash
- Roast lamb loin with soft polenta and buttered English spinach
- Chargrilled fillet of beef with creamed potato mash; cress and olive salad
- Roast fillet of beef in dukka with salt roast potatoes
- Roast fillet of beef with Szechwan pepper sauce; potato puree
- Chargrilled veal cutlets with lemon, olive and herbs; potato puree
- Roast veal cutlet with button onion; cabernet vinegar jus and potato puree

Seafood

- Atlantic salmon fillet (cooked medium) on eggplant pahie and yoghurt raita
- Grilled barramundi fillet on potato puree; lemon and tomato salsa
- Panfried dhufish or red emperor fillet on potato mash; lemon and extra virgin olive oil
(Additional charge of \$12.50 per guest)
- Grilled barramundi fillet on soft dried tomato, grilled artichoke and asparagus
- Grilled snapper fillet on porcini pearl barley risotto and asparagus; nut brown butter
- Grilled swordfish on green beans and sauté potatoes and olive tapanade
- Twice cooked Barramundi fillet with star anise and bok choy, jasmine rice
- Chargrilled WA rock lobster; lemon butter
(Additional \$25.00 per guest in season 15th Nov – 30th June. Additional \$35.00 per guest out of season)
- Roast turkey with baked ham and chestnut stuffing; cranberry sauce *(December)*

Please note – With all our fish selections we can alter the garnish of each fish if you wish.

MENU SELECTIONS – SIDES

- Rocket, pear and parmesan salad; chardonnay vinegar dressing
- Assorted green leaves with white balsamic vinegar
- Steamed green vegetables with Margaret River olive oil
- Salt roast potatoes
- Potato puree
- Handcut chips; confit of garlic aioli



MENU SELECTIONS – DESSERTS

- Chocolate and almond cake with citrus salad and passionfruit curd
- Orange and strawberries in tamarind rose water, vanilla bean ice cream
- Pistachio brulee with vanilla bean ice cream
- Fig and ginger pudding with caramel sauce and butterscotch ice cream
- Fresh strawberries; double cream
- Lemon tart with double cream
- Selection of sorbets
- Selection of ice creams
- Pavlova with passion fruit curd
- Churros (Spanish doughnut) and chocolate sauce
- Bread and butter pudding with muscatel; vanilla sauce
- Affogato with your choice of Amaretto or Frangelico; biscotti
- Steamed Christmas pudding with brandy sauce (*December*)

MENU SELECTIONS - CHEESE

All served with fruit and walnut bread

- Blue
- Brie
- Goats
- Cheddar

A selection of Australian and imported cheeses.

Served individually or as shared cheese plates.

5. TERMS & CONDITIONS

Payment of the deposit is confirmation of the terms and conditions as noted below.

1.1 TENTATIVE BOOKING

- Tentative bookings will be held for a period of two (2) weeks and may be cancelled automatically unless your deposit and confirmation form has been received.
- Cancellations are required in writing.

1.2 QUOTATIONS

Quotes are valid for one (1) month from the date of quotation unless otherwise specified. Quotations do not automatically confirm a booking has been made.

1.3 CANCELLATION OF A TENTATIVE BOOKING

- Written notice is required

1.4 CONFIRMATION

- The booking is confirmed when we receive the deposit. Payment of the deposit is your acceptance of these terms and conditions.
- Weddings and Family Events must be accompanied by signed terms and conditions.
- The Venue will be under no obligation to proceed with the event if the deposit or full payment has not been received.

1.5 CANCELLATION OF A CONFIRMED BOOKING

- Written notice is required.
- After the deposit has been paid, results in forfeiture of the deposit.
- Between 3 months - 2 weeks incurs 50% of the anticipated food/beverage account and venue hire
- 0-14 days notice incurs 100% of the total anticipated food/beverage account.

1.6 CHANGE OF DATES

Is deemed as a cancellation. Please discuss with your function co-ordinator.

1.7 CHANGES IN NUMBERS AND SLIPPAGE

Any decrease in numbers in excess of 20% with less than 30 days notice to the event will incur a slippage charge. This will be calculated on 80% of the anticipated function cost per person.

1.8 STANDARD FUNCTION TIMING

- Breakfast: 2 hours, latest possible finish time is 11.00am.
- Lunch: 3 hours, latest possible finish time is 4.00/4.30pm
- Dinner: 5 hours, standard earliest start time is 6.00pm; finish times are subject to specific license arrangements – please discuss with your function co-ordinator.



TERMS AND CONDITIONS... CONTINUED

1.9 PRICING

Prices are based on current and expected cost increases, any change in price will be advised within 120 days of your event. All prices are inclusive of GST. Prices quoted more than 12 months in advance may incur a CPI increase.

1.10 FOOD AND BEVERAGE

Confirmed food and beverages must be received a minimum of three weeks prior to the function. Changes made within this period may incur additional charges.

1.11 MENU AND DETAILS

The menu must be chosen three (3) weeks prior to the event. Menus will be printed especially for the day with any additional titles added.

1.12 CAKES PROVIDED BY THE CLIENT

A standard \$5.00 charge per person will incur for garnishing cakes provided by the client and served as a dessert in place of the Venue's dessert.

1.13 FISH

The venue will endeavour to supply the type of fish you prefer for your function however fish is subject to availability.

1.14 minimum spend requirements

Will be quoted for each function, they are based on seasonality and other requirements – minimum spend is based on FOOD AND BEVERAGE ONLY.

1.15 DISPLAY AND SIGNAGE

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the building. Signage in public areas is to be kept to a minimum and must be approved by The Venue's management.

1.16 guest list/seating plan

- The Venue will provide typed black and white menus for your function or reception. It's the clients' responsibility to provide a clearly typed guest list and/or seating plan, to be displayed for the event.
- A \$60 administration fee will apply to any information not provided in this way.

1.17 SUPPLIERS AND DECORATORS

The Venue's have no restrictions on suppliers, however please advise your function co-ordinator of who is delivering, contact numbers and times of deliveries to be discussed. The suppliers are responsible for pickup and delivery within the venues guidelines.

Each venue has specific load in and out requirements. See section 14 – Delivery Instructions of the function kit for specific details.

Storage is not guaranteed.

1.18 DELIVERIES

- All deliveries to the venue must be advised to the Function Coordinator prior and marked with the name and date of the function.
- Whilst every effort will be made to assist in the movement of goods from the loading bay to the function room, assistance will be offered only if staff are available at that time.



1.19 FINAL ATTENDANCE NUMBERS

Guaranteed minimum number of guests required by three (3) working days prior to the function date or the venue will cater on the last numbers advised. All final arrangements are to be confirmed 3 working days out by way of signing an event order. Changes after this time can be made, however it is not recommended.

1.20 DAMAGE TO PROPERTY

The client is responsible for the conduct of the client's guests and indemnifies the restaurant for all costs, expenses, damage and loss caused by any act made by the client or the client's guests.

1.21 HIRE OF CATERING EQUIPMENT, DAMAGE AND LOSS

We do not accept responsibility for damage to, or loss of, any client property left on the premises prior to, during or after a function (including hired equipment/goods). Clients are financially responsible for any damage to fittings, property or equipment by themselves, guests and outside contractors, prior to, during or after a function.

1.22 INSURANCE

The Venue's staff are always extremely careful when looking after guests belongings; however accept no responsibility for the damage or loss of property left in the venue prior to, during or after a function. The onus to arrange insurance is that of the clients.

1.23 SECURITY

This can be arranged – it is suggested that security is provided for larger cocktail parties and around specific periods like Christmas. The Venue can arrange this at an additional cost. For large events on the observation deck it is mandatory. Any events over 300 will attract security charges.

1.24 PAYMENT

- Weddings & Family Events - 50% of the anticipated food and beverage costs is due three (3) months prior to the function date
- Full payment is required seven (7) days prior to the function date, either by bank cheque or cash, unless other credit arrangements have been approved by the Venue.
- Personal cheques will not be accepted.
- EFT (direct deposit) payments must be referenced in accordance to the tax invoice or the venue has the right to charge a bank/admin fee. The EFT payments must be received 14 (fourteen) days prior to your function for final payment, with a remittance advice emailed to the venue with inclusion of the reference number, prepayment unless prior arrangements are made.
- All credit card payments attract a 1.75% surcharge.
- Corporate only – After the function an invoice will be issued for the balance/credit of the account. All accounts not paid within 14 days will incur a 5% interest charge. With payment a remittance advice must be emailed to the venue, stating the reference number.

TERMS AND CONDITIONS... CONTINUED

1.25 REFERENCE NUMBER

Must be referenced for all payments, otherwise additional fees may be incurred.

1.26 SURCHARGES

- \$11.00 per guest on a Public Holiday (min charge \$500)
- \$4.00 per guests per hour after the standard function time (min \$300 p/h Kings Park)
- \$6.00 per guest after midnight Friday/Saturday/Sunday

(minimum \$400 charge, subject to licence arrangements)

- Breakfast (2 hours), Lunch (3 hours), Dinner (5 hours),
- All day Seminar (8am-5pm)

1.27 STAFFING

Relevant to outside catering only - park surroundings; and when standard function timing is exceeded.

Per staff member per hour:

- \$38.00 per hour Monday – Friday (7.00am – Midnight)
- \$40.00 per hour Saturdays and after Midnight any day
- \$40.00 per hour Sundays
- Security staff are available for a minimum 2-hour call at \$45.00 per hour
- Audio Visual operators are available for your function \$99.00 for the first hour and \$55.00 per hour thereafter.

1.28 Fraser's Bridal Room

Use of this room for your own personal use will incur a fee of \$350. Alternatively it will be up to the discretion of the wedding coordinator on the evening in the case that there are two weddings as to who will have use on the night. If you as the client have not been allocated the bridal room, a separate area will be given.

1.29 FOOD TASTINGS

- Food tastings are offered for dinner functions with over 80 guests
- A complimentary food tasting is offered to two (2) guests ONLY
- No cocktail event tastings are permitted
- Tastings will take place on two designated days set by the venue. Please speak to your coordinator to discuss these set days and times
- Tastings will not be booked in peak months – speak to your coordinator to discuss.
- Your menu selection must be received by your coordinator and can then be booked with no less than 1 weeks notice.
- The food tasting is an opportunity to sample your already selected menu for your function, and to provide an indication of how the meal will be served to your guests
- No additional "paid" guests are permitted to attend a food tasting
- Beverages are not complimentary and will be on a consumption basis

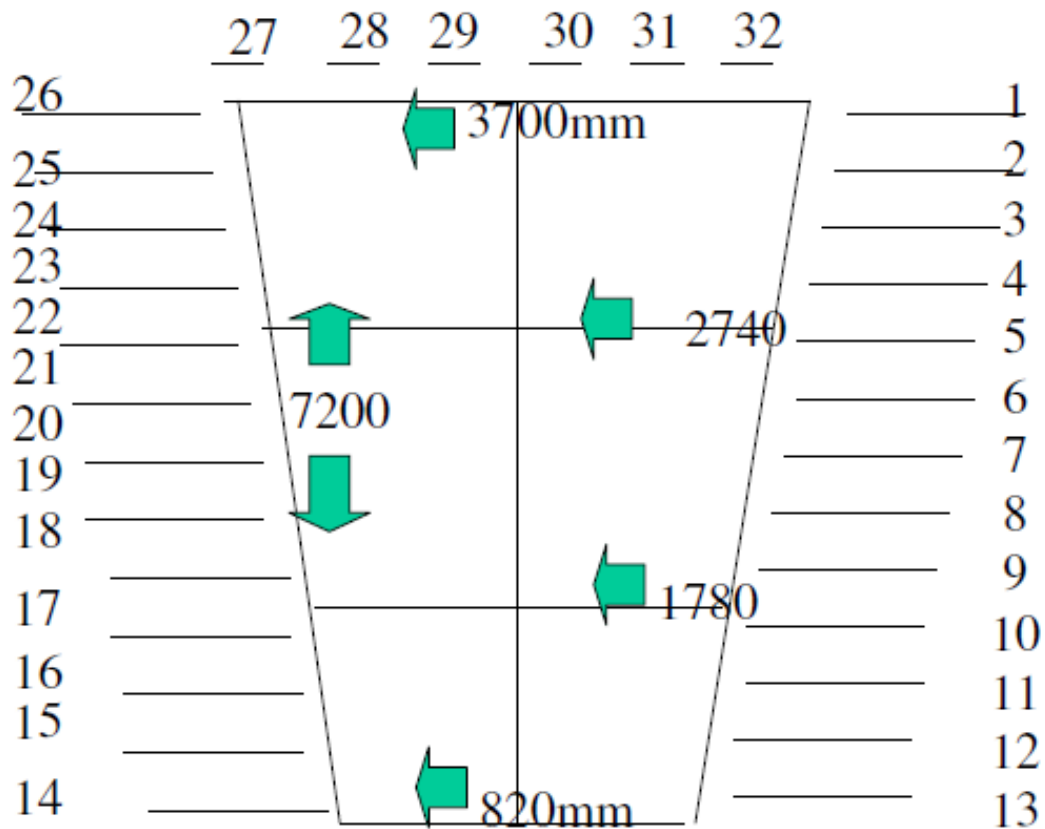


7. FLOOR PLAN

SEATING PLAN

Please enter in guests names

Please mark 'Male' or 'Female' if different bon bonieries are being given.



ENTRANCE



8.0 BOOKING CONFIRMATION

Please complete and return to ensure confirmation of your reservation.

Booking confirmation form

COMPANY DETAILS

event organiser: _____

company: _____ abn: _____

address: _____

postcode: _____

telephone no.: _____ fax no: _____

e-mail: _____

preferred method of communication: _____

FUNCTION DETAILS

day of function: _____ date of function: _____ / _____ / _____

commencement time: _____ conclusion time: _____

type of function: _____ approx. no guests: _____

name of function (for notice board): _____

contact on the day: _____ mobile no: _____

