

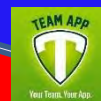
Function Packages



49 Riddell Road, Sunbury

97441211

www.clubsunbury.com.au



INTRODUCTION

Located on Riddell Road in Sunbury Victoria, Club Sunbury provides easy access to Melbourne Airport and Calder Highway – it is the perfect setting for any function.

Celebrate your event in our friendly atmosphere and enjoy our mouth watering menu selection prepared by our professional Chef and staff.

We can cater for Birthday celebrations (no 18th's), Engagements, Weddings, Sympathy Wakes, Conference Meetings, Event Sales, Pop up Markets and most other celebrations and event's.

Offering affordable packages, Club Sunbury can cater for functions between 60-160 guests.

From the point of enquiry, until the conclusion of your function, our team is dedicated to always exceeding guests expectations and we maintain a 'can do' policy at all times.

Club Sunbury has a large area of secured parking for your guests and we look forward to sharing event with you and making it a success.



Conference Set up



Dinner Set up

Sit Down Dinner Menu

Entrée

Soup: (Choose One)

Curried Cauliflower (GF&V)

Thai Pumpkin (GF&V)

Minestrone

(choose 2 for alternate drop)

Tandoori Chicken skewers with coriander, tomato & cucumber salad topped with mint raita.

Basil & Goat Cheese Arancini with house made Napoli & shaved grana padano. (V)

Vietnamese Beef with vermicelli noodles and Asian herbs. (GF)

Grilled Haloumi Cheese with Greek salad and aged balsamic. (GF&V)

Mains.

Seared Chicken Breast with champagne cream sauce.

Lemon Pepper Salmon with béarnaise sauce. (GF)

Roasted fillet of Black Angus Beef with Shiraz jus.

Slow roasted Pork Belly with balsamic & maple glaze. (GF)

Pumpkin, tarragon & ricotta Cannelloni pasta topped with Napoli and parmesan. (V)

Slow cooked lamb shank in rosemary and red wine sauce.

(choose 2 for alternate drop)

(All Mains served with Seasonal Vegetables)

Dessert.

Lemon Tart with whipped cream & strawberry.

Sticky Date pudding with butter scotch & cream.

Cheese Cake with Chantilly cream.

Chocolate Mousse with whipped cream & strawberry.

Caramel Banana Crepes topped with almond flakes & vanilla bean ice cream.

Panna Cotta – with tropical fruit compote and toasted coconut.

(choose 2 for alternate drop)

Pricing (includes GST)

Main ONLY \$27.90 per person

Entrée – Soup only : 2 course \$32.90 3 course \$36.90

Entrée : 2 course \$35.90 3 course \$39.90

*v = vegetarian GF = gluten free

Please note we can cater for dietary requirements and need 7 days notice

Cocktail Finger Food Menu

Cold Platter

(1 platter per table)

(Cured meats, dip, olives, vegetable, crudites, cracker & cheese cubes)

Hot Food

Choose 3 Items from:

Assorted Mixed Party Pies
Assorted Quiches
Assorted Mini Pizza
Crumbed Button Mushrooms (V)
Spring Rolls (V)
Curry Samosas (V)
Mini Dim Sums
Crumbed Fish Goujons
BBQ Meat Balls
Tempura Battered Squid Rings

Sliders: (choose one)

Pulled Pork with apple slaw
Roast Beef with tomato relish and baby leaves
Ginger Chicken and lime mayo

Arancini: (choose one)

Roasted Pumpkin & Parmesan Arancini (V)
Basil Pesto (V)

Chicken skewers (choose one)

Satay, Tandoori, Honey Soy, Sweet Chilli, Teriyaki, Lemon Pepper

Mixed assorted sandwiches & wraps (4 points / per wrap)

(Add extra \$5 per person for mixed sandwiches platters (4 points/person) or wraps)

Chips & Nuts basket - \$3.00 per basket

Pricing (includes GST)

Hot & Cold Platter - \$15 per person

Buffet Menu

Roast – choose 1

- Pork loin with crackling, gravy & apple sauce
- Lamb leg with gravy & mint jelly
- Beef fillet with mustard, red wine jus
- Lemon & garlic chicken

Salads – choose 2

- Leafy green – mixed lettuce, tomato, cucumber, onion & carrot with house dressing(GF,V)
- Roasted pumpkin – pumpkin, spinach, onion & beetroot with balsamic dressing(GF,V)
- Watermelon – watermelon, rocket, onion & fetta with balsamic dressing(GF,V)
- Caesar – cos lettuce, crispy bacon, croutons, parmesan & boiled egg tossed with anchovies dressing
- Grilled vegetables – red & green capsicum, zucchini, eggplant, onion, & polenta with aged balsamic(GF,V)

Meats – choose 1

- Beef Stroganoff - rice pilaf
- Thai chicken curry – coconut rice(GF)
- Lamb Rogan Josh (medium) – steamed basmati rice
- Honey mustard chicken – steamed rice
- Mongolian beef – fried rice

Penne Pasta – choose 1

- Bolognaise – house made meat sauce & parmesan
- Antipasto – olives, artichoke, capsicum, eggplant, zucchini in napoli sauce & parmesan(V)
- Bacon & mushroom – garlic, cream sauce, parmesan & green peas
- Matriciana – bacon, red capsicum, Napoli sauce & parmesan
- Smoked chicken – cream & thyme sauce, spring onion & parmesan

Fish – choose 1

- Baked barramundi with hollandaise sauce(GF)
- Crumbed whiting fish goujons with tartare sauce & lemon wedges
- Classic beer battered fish with tartare sauce & lemon wedges

Vegetables – choose 1

- Steamed – seasonal steamed vegetable medley with garlic butter(GF,V)
- Roasted – seasonal roasted vegetables medley with garlic & rosemary(GF,V)

Dessert – choose 2

- Chocolate mousse – with whipped cream
- Pavlova roulade – with mixed berry compote
- Sticky date pudding – with butterscotch sauce
- Chocolate fudge pudding – with chocolate ganache & cream
- Cheese cake – with whipped cream
- Profiteroles – assorted fillings

Pricing (includes GST)

\$32 per person

(includes bread rolls & butter portions)

An extra charge may be payable if providing special dietary requirements for any guests.

Terms & Conditions

Our professional and friendly staff take pride in the successful way that our functions are conducted. To make your function run smoothly please read the following Terms & Conditions for our Function Room at Club Sunbury. Should you have any questions regarding these, we will be happy to answer. A minimum of 60 guests is required for any single function booked. At least one food menu option must be purchased.

Room Hire

Room Hire is \$250 (inclusive of GST). This includes set up of your function with choice of coloured tablecloths and serviettes and clean-up of the room. A Security Guard is also compulsory at \$150. Our Functions Staff will inform you on booking your function if more guards are required. Room hire is non-refundable if function is cancelled. Room hire provides the client (Function Holder) with exclusive use of the Function Room for a maximum period of 5-hour duration. Functions may be extended beyond this period by pre-arrangement with Management. For Conferences and special events, please enquire with staff for hourly room hire rates.

Tea & Coffee Station *(if required)*

If you wish for Tea & Coffee(instant) the cost is \$50 (+ GST). This includes set up of your tea and coffee station for unlimited use during your function. Coffee dripolator and brewed is available at \$2pp(minimum 20).

Security

If in the event extra Security is required, the cost will be \$150 per guard and payable by the Function Holder with final payment. Club Sunbury reserves the right to cancel or shut down a function at any time or remove disruptive individuals if the safety of staff and patrons are compromised.

Confirmation:

A tentative booking will be held for 7 days only. If the event is not confirmed and a deposit paid during this time, we will release your booking without notice. Confirmation of booking is only made after the Room Hire has been paid. Payment is to be made in full, via cash, Eftpos, cheque or credit card, 14 days prior. All clients holding a Function must make an appointment with the Functions Staff on confirmation of booking to discuss all function details. Final function details must be confirmed at least 14 days prior to the function date. This will be the minimum amount of guests to be paid for.

Cancellation Policy

In the event of a cancellation, all cancellations must be in writing to the Functions Staff. There shall be no refund on the deposit (or Room Hire) or part thereof.

Food & Beverage

Function holders are not permitted to supply or bring their own food & beverages. (We will allow a celebration cake to be brought into the venue). Left over food cannot be taken off the premises. All prices quoted are per person unless otherwise stated. We are able to cater to any dietary requirements. 14 days notice is required for all dietary requirements.

Beverages can be either be purchased in the following packages –

Guests purchase beverages individually at an open bar.

Or

Dry tab to your nominated amount can be arranged for beverages on consumption. Eftpos terminal for sales is available at the Function Bar.

Restrictions

Club Sunbury Function Room does not allow Teenage Birthday parties (including 18th, 19th, 20th Birthdays). Minors are more than welcome to attend events under strict parental supervision.

At no times are guests allow on the Bowling Greens. They take a lot of time and effort to keep in excellent condition and special shoes are required to walk on the green. Any Function guest found on the green will be asked to leave the venue.

Strictly NO alcoholic beverages can be brought onto the premises or taken from the premises. If a function guest is to be found with outside beverages not sold at the Club the patron will be asked to leave immediately.

Designated Smoking Areas

Club Sunbury Building is strictly NO SMOKING.

Outdoor smoking facilities are adjacent to the Function Room and the door must be kept closed at all times.

Entertainment

All Entertainment is to conclude no later than midnight on Friday and Saturday nights.

If you have arranged your own DJ to perform at your function, noise levels, regulations and Policies must be strictly adhered to and are not negotiable. We are situated in a residential area and noise level laws need to be adhered to. DJ's must comply with instructions from the Club staff. Failure to do so will result in cessation of all music.

Children

Children are more than welcome to attend functions under the strict parental supervision. The Function Holder is responsible for all persons under the age of 18 attending the function. Club Sunbury will not be responsible or liable for any damage or injury suffered to, by or in connection with children, including if children leave the Function room or are not properly supervised by a responsible Adult. It is against the Law to allow otherwise.

Damage

The Function Holder shall assume full responsibility for their guests and any damage that may occur to the premises and property of Club Sunbury. The Function Holder will be responsible for any expenses incurred with repairs for damage, breakage or extra cleaning required which may become necessary due to damage or other causes during or after the function. Club Sunbury reserves the right to determine the cost of any such damage/cleaning above what is normally expected following an event in the Function Room. This liability extends to all other areas of Club Sunbury including surrounding Greens, Keno Lounge/Gaming, Restaurant, Reception, Car Parks and toilets.

Club Sunbury may require a bond for your function.

Lost Belongings/Damage

The Staff and Management of Club Sunbury will always endeavour to ensure that a Function Holder's property and belongings are protected. However, we offer no guarantee of this and will not accept responsibility for lost, stolen or damaged property left at Club Sunbury prior to, during, or after the function.

Liquor Licensing Law:

In accordance with Liquor control reform Act, all functions operate under a Limited License and we are committed to the Responsible Serving of Alcohol (RSA). Policy – copy enclosed.

The venue practices strict RSA and reserves the right to refuse the service of alcohol to any guest it considers to be under age, intoxicated or behaving in an offensive manner.

Any guest under the age of 18 must be accompanied by a parent/legal guardian at all times. Under 18's cannot leave the function room unless in the company of their parent/ legal guardian

It is against the law for guests under the age of 18 to consume alcoholic beverages or enter the Gaming Area. Under no circumstances should they do so regardless of parental/legal guardian consent.

Under the Liquor Licensing Law a person, parent or licensee must not supply alcohol to a minor. Attempting to buy liquor for a minor may incur a Penalty that exceeds \$6,000.

If guests are drunk, violent or quarrelsome they must leave the premises upon request.

Failure to do so may incur a Penalty that exceeds \$14,000.

Any failure to comply with any of the above points will result in the immediate termination of the function without refund.

The Function Room bar closes at 11.45 pm.

All music must cease by midnight.

Equipment

Laptop Hire \$50.00

Projector } \$50
Screen }

Access to unlimited Wi-Fi is \$50 per day – Fair use policy applies

Function Room Hours of Operation:

Day Functions: -

11.30am – 4pm – 7 days

Evening Functions:

5.30pm- 10.30pm – Sunday to Wednesday

6.30pm – Midnight – Friday & Saturday

Function Room Bar Operation:

Day Functions: -

The Function Room Bar will close at 3.45 pm

Evening Functions:

6.30pm - 10.15 pm – Sunday to Wednesday

6.30pm - 11.45 pm – Friday & Saturday

If access is required prior to these times, all arrangements are to be made with the Functions Staff at time of Booking. Please note there are no extensions on finishing times due to our residential arrangement with surrounding neighbours.

Decorations/Displays

The Function Holder may set the room up with decorations to your liking. No decorations or displays are to be fixed to the walls of the Function room unless prior consent from the Functions Staff.

If a step ladder or ladder is required to set up decorations, please ask Management before doing so.

The Function Holder will set up decorations at their own risk.

Any physical injuries sustained are of no consequence or liability to Club Sunbury.

The Function Holder forfeits all rights to make any claims against The Club or any of its employees for any physical injuries or damages that may occur on the premises.

BLUE TACK IS TO BE USED ONLY - NO STICKY TAPE, ADHESIVE OR GLUE WHATSOEVER

Glassware:

Strictly no glasses (drinks) on the dance floor. All glasses must be contained within in the Function Room. Any guest of a Function with a drink outside the Function Room will have their drink confiscated.

The Function Holder acknowledges the terms and conditions and the Function Holder has been given an opportunity to read all 3 pages of the Club Sunbury Terms and Conditions



RESPONSIBLE SERVING OF ALCOHOL.

HOUSE POLICY.

- Management and Staff of Club Sunbury advocate that patrons, members and guests consume alcohol as part of a social activity, in moderation and whilst having fun at the Club. As a Club we have an obligation to minimize the risk of harm to individuals, our staff, other patrons and the wider community.
- We have a responsibility to display best practice in terms of our serving of alcohol and to set a positive example to our staff and other licensed venues in the area by complying with and where possible, exceeding mandatory compliance requirements.

Below is the House Policy for serving of alcohol and patron duty of care:

- Management and Staff have completed training in Responsible Service of Alcohol (RSA) to provide a complete understanding of the Liquor Licence and the Clubs responsibilities.
- All Staff can insist on viewing ID aimed to stop minors from illegally drinking or being on premises without a responsible adult.
- We do not engage in any irresponsible serving practises such as **shots, straight spirits** (unless served with ice OR splash of soft/water), jugs of spirits, shooters, lay backs or doubles that encourage rapid or excessive consumption. Staff will refuse service of these requests.
- Our staff is fully aware of the RSA House Policy and will do their utmost to provide a safe environment, and to also identify any problems and intervene at the earliest stage.
- Any anti-social behaviour (fighting, yelling, and swearing) will not be tolerated at any time and persons who do so will be asked to leave the venue by the duty supervisor.
 - Management reserves the right to refuse service and entry at/to the venue at any time.
 - Neat casual dress is required at all times.
- All guests must either be signed in as a visitor (if they live outside the 5km radius) or be a member of the club to be on the premises.
- Persons found to be consuming or distributing illegal substances to others will be reported to the Police.
 - No proof of age, no purchase. No proof of age, no entry
 - We do not serve intoxicated people NOR allow them to remain on the premise.

If a person is deemed intoxicated they will be asked to leave the venue. We will offer to call them a taxi and uphold our duty of care at all times.

- Argumentative, quarrelsome or unacceptably behaved members or guests or visitors will not be tolerated and will be asked to leave the premise by the duty supervisor. Refusal could enact trespassing laws and the Police may be called to assist with removal.
- Last drinks shall be called 30 minutes before close and the Bar closes 15 minutes prior to close of the venue. Only single drinks are permitted to be served at last drinks.

Policy Date: September 2016. Endorsed by the Nominee – Liquor Licence.

The Function Holder acknowledges the terms and conditions and the Function Holder has been given an opportunity to read all 3 pages of the Club Sunbury Terms and Conditions

I (the Function Holder) have read and understood all Terms and Conditions of Club Sunbury Function Room and acknowledge the RSA House Policy.

Name _____

Address _____

Suburb _____ Postcode _____

Function Type _____

Number of Guests _____

Signature of Function Holder _____

Date _____

Signature of Representative _____

Date _____

Deposit Paid _____

Deposit Date _____



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