

Corporate FUNCTIONS

MORNING TEA \$15PP - \$18PP

Basic Tea and Coffee Station Included

Assortment of Sweet & Savoury Danishes

Fruit Platter

LUNCH

ASSORTED DELUXE WRAPS \$18 PP

Sandwich or Roll Options

SELECTION OF 3:

Grilled Zucchini, Eggplant, Peppers, Spinach & Herbed Ricotta

Smoked Salmon, Cream Cheese, Watercress,
Pickled Red Onion & Capers

Bacon, Rocket, Tomato & Aioli

Chicken Schnitzel, Swiss Cheese, Tomato, Rocket & Caesar Mayonnaise

OR

ASSORTED FINGER SANDWICHES

SELECTION OF 3:

Cucumber, Dill, Cream Cheese

Egg & Chive Mayonnaise

Smoked Salmon, Sour Cream & Dill

Ham, Cheddar & Seeded Mustard

Poached Chicken, Lemon & Basil Mayonnaise

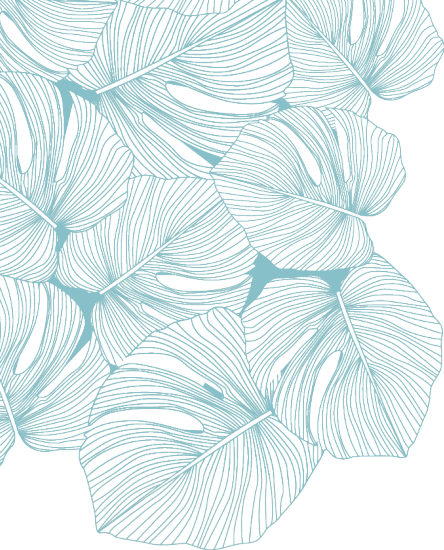
ADD ON:

Barista coffee available, extra charges apply.

\$18 lunch available. Pre-order and bistro booking required.
(Private function room dining will incur an extra charge).

À la carte menu available. Pre-order and bistro booking required.
(Private function room dining will incur an extra charge).





Corporate FUNCTIONS

AFTERNOON TEA

PLATTERS 10 PAX

More Options Available at Request

Seasonal Fruit Platter \$80
Assorted Seasonal Fresh Fruit

MIXED SWEETS \$15PP - \$18PP

Mixed Mini Muffins

American Chocolate Brownie

Passion Fruit Cheese Cake

Carrot Cake with Cream Cheese Icing

Basic Tea & Coffee Station Included for all Corporate Functions





Terms & CONDITIONS

ROOM HIRE

Prices may change due to high/low season, food requirements and final numbers. All corporate bookings include basic tea, coffee and water station. Barista coffee available on request and will be charged accordingly. Corporate upgrade's are available with 1-2 days' notice. Please speak with our Functions Coordinator. Upgrade includes: Staff member and bar service at your specified break or post event times. **\$6 per person to include post mix soft drink. Limited to 3 soft drinks per person. Recommended for full day training sessions or meetings.

BOOKINGS, CONFIRMATION & PAYMENT

Bookings will be considered tentative and held for a maximum of 7 days until the booking form is completed, signed and returned in person/email along with a \$150 non-refundable deposit. Credit card details must be provided before booking can be accepted.

CANCELLATIONS

Cancellations that are made 6 weeks in advance will receive a refund of any payments made outside of \$100 deposit. Cancellations made less than 14 days in advance will be charged 50% of the final food bill. If the group does not present themselves on confirmed date, without prior notice of cancellation, 100% of final invoice will be forfeited. Cancellations must be made with the Functions Coordinator and are only valid upon reply. Written cancellation required. Gold Coast Tavern reserves the right to cancel any function should it not align with the venue.

FINAL PAYMENT

Gold Coast Tavern will accept cash, credit card or EFTPOS payment method. Invoice can be issued and paid by direct TFR. A credit card will need to be provided on booking form for all functions. This card may be charged if any costs are outstanding at completion of event. All cards incur surcharges. Final bill to be paid 5 days prior to the event unless, a credit card/ EFT payment is going to be made on the event date or, a final invoice is being sent. Note: Invoices must be paid within 72 hours.

FOOD SELECTION & FINAL NUMBERS

All food requirements must be pre-ordered from the Corporate Functions Menu. Bistro menu is available with pre-orders only. Please be advised if you require food service, or food and bar service during your function a 10% surcharge will be incurred. Any food orders which are not finalised by their provided cut-off date cannot be guaranteed by the kitchen. If necessary, the chef will choose default platter options on behalf of the organiser to meet minimum spend requirements. Final numbers and large catering options must be confirmed no later than 14 days, pre orders must be submitted no later than 10am morning of the corporate function. No outside catering is permitted at Gold Coast Tavern.

LENGTH OF FUNCTIONS

All functions at Gold Coast Tavern are for a duration of up to 5 hours. Full day meetings or events may be available pending on space availability. Any extension of these hours will incur an additional room/staff charge of \$100 per hour.

DAMAGE

The host will be accountable for any loss or damage which is caused to the premises by any guest at your function. In the event that we cannot make contact with the host, we will charge the credit card on the booking form for any damage, loss or excessive cleaning fees.

DECORATIONS

Any branded, corporate, training signage or decorations must be removed at completion of any function. Please note, any signage or materials left at the end of the function will be disposed of unless stated in writing prior to event.

MUSIC

The Skyline lounge and Rowers Room are the only areas where hosts are permitted to have a choice of music selections. The volume of the music is at the manager's discretion.



Terms & CONDITIONS

PRICES

Prices and selections of beverages and food menus are subject to change.

STAFFING

To maintain an efficient service, larger corporate events or functions which confirm more than 60 guests in attendance may automatically incur the hire of additional staff at \$40p/h (minimum 3 hours) each.

ENTERTAINMENT

Gold Coast Tavern has a strict entertainment policy. Please check with the Functions Coordinator before you book any entertainment. DJ's are available for hire, for a minimum 3 hours, this includes microphone and lighting.

AV EQUIPMENT

HDMI, AUX and microphone is included in Rowers Room, Skyline Lounge and Boardroom room hire. We advise to test all AV equipment prior to function to avoid any technical difficulties. Loss of equipment will incur replacement fees.

CLAUSE

When booking a function at Gold Coast Tavern it is the host's responsibility to give accurate details in relation to the type of function and its guests. If a guest falsifies information or a function is booked on false pretences, Gold Coast Tavern reserves the right to cancel that function without notice and at the expense of the host.

RESPONSIBLE SERVICE OF ALCOHOL

Gold Coast Tavern is committed to the responsible service of alcohol at all times. Gold Coast Tavern and its Licensee assumes responsibility for all persons in the venue and reserves the right to refuse entry, refuse service or remove any patron that management feels are in any way behaving contrary to what is deemed acceptable by the approved government bodies or house policy.

Functions BOOKING SHEET

Name of Function _____

Date of Function _____

Contact Details

Contact Name _____

Company Name _____

Address _____

Contact Number _____

Email Address _____

Date Of Birth _____

Function Details

Function Type _____

Function Area _____

Start and Finish Times _____

Number of Guests _____

Menu Chosen _____

Preferred Food Service Time _____

AV Equipment _____

Bar Tab _____

Credit Card Details

Cardholder _____

Card Type _____

Card Number _____

Expiry _____

CVV _____

Card Signature _____

This credit card is used to secure your function booking, and as security should any damage occur during your function. You will be notified prior to any charges being processed.

Terms and Conditions

I have read and understood the terms and conditions stated above and understand that it is a legally binding contract and that the venue reserves the right to refuse entry without exception. I understand the responsibility the venue and I have in relation to enforcing the responsible service of alcohol and understand that I will not be compensated for any financial loss due to the behaviour of my guests.

Signed _____

Dated _____

OFFICE USE ONLY								
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROOM HIRE	FOOD MINIMUM	BAR MINIMUM	EXTRA STAFF	SECURITY	AV HIRE	EXTRAS	DEPOSIT	MANAGER