

COLLINGWOOD HOTEL



FUNCTION MENU

321 HUME HIGHWAY LIVERPOOL

EMAIL: OFFICE@COLLINGWOODHOTEL.COM.AU

BUSINESS HOURS MON-FRI PH: (02) 9601 8802, (02) 9602 8005 EXT.6

FUNCTION MENU

FINGER FOOD SELECTION

KRANSKY SAUSAGE

8 PIECES.....\$6.00

CALAMARI RINGS

6 PIECES.....\$6.00

PORK DIM SIMS

6 PIECES.....\$6.00

SPRING ROLLS

6 PIECES.....\$6.00

MEATBALLS

6 PIECES.....\$6.00

FISH COCKTAILS

10 PIECES.....\$12.00

CHICKEN WINGS

10 PIECES.....\$12.00

PRAWN CUTLET

10 PIECES.....\$12.00

CRAB PINCERS

6 PIECES.....\$12.00

SAMOSAS

25 PIECES.....\$12.00

MOZZARELLA CHEESE STICKS

10 PIECES.....\$12.00

DESSERT SELECTION

12 PIECES (WHOLE CAKE ONLY).....\$48.00

CHOCOLATE MUD - CARROT CAKE - COOKIES & CREAM
PAVLOVA - BLUEBERRY CHEESECAKE - PLAIN CHEESECAKE

TOO BUSY?

LET US PUT A MENU TOGETHER FOR YOU

COLLINGWOOD HOTEL



BOOKING DETAILS

BOOKING NAME: CONTACT NAME:
COMPANY NAME (IF APPLICABLE):
EMAIL:
MOBILE NUMBER: ALTERNATE NUMBER:
OCCASION: DATE OF FUNCTION:
MIN. NUMBER OF GUESTS (APPROX): MAX:
TIME (START/FINISH):

MENU CHOICES

	QTY		QTY
KRANSKY SAUSAGE (x8PCS @ \$6)	<input type="text"/>	CHICKEN WINGS (x10PCS @ \$12)	<input type="text"/>
CALAMARI RINGS (x6PCS @ \$6)	<input type="text"/>	PRAWN CUTLET (x10PCS @ \$12)	<input type="text"/>
PORK DIM SIMS (x6PCS @ \$6)	<input type="text"/>	CRAB PINCERS (x6PCS @ \$12)	<input type="text"/>
SPING ROLLS (x6PCS @ \$6)	<input type="text"/>	SAMOSAS (x25PCS @ \$12)	<input type="text"/>
MEATBALLS (x6PCS @ \$6)	<input type="text"/>	MOZZARELLA STICKS (x10PCS @ \$12)	<input type="text"/>
FISH COCKTAILS (x10PCS @ \$12)	<input type="text"/>		

DESSERT (12 PIECES - WHOLE CAKE ONLY @ \$48)

CHOCOLATE MUD CAKE	<input type="text"/>	CARROT CAKE	<input type="text"/>	BLUEBERRY CHEESECAKE	<input type="text"/>
COOKIES & CREAM	<input type="text"/>	PAVLOVA	<input type="text"/>	PLAIN CHEESECAKE	<input type="text"/>

MUSIC/DJ (PLEASE CIRCLE) REQUIRED NOT REQUIRED

BAR TAB ESTIMATED VALUE CLIENT WILL BE NOTIFIED WHEN APPROACHING LIMIT.

HOUSE SPIRITS	<input type="text"/>	HOUSE WINE	<input type="text"/>	OPEN BAR	<input type="text"/>
HOUSE BEER	<input type="text"/>	SOFT DRINKS	<input type="text"/>	NO BAR TAB	<input type="text"/>

PAYMENT

PLEASE NOTE: **CREDIT CARD PAYMENTS** MUST BE MADE AT THE COLLINGWOOD HOTEL IN PERSON, 7 DAYS PRIOR TO THE EVENT FOR DEPOSITS AND 4 DAYS FOR FINAL PAYMENT.

EFT PAYMENTS MUST BE FINALISED 7 DAYS PRIOR TO THE EVENT FOR DEPOSITS AND 4 DAYS FOR FINAL PAYMENT. PLEASE NOTE YOUR NAME & FUNCTION DATE WHEN MAKING PAYMENT (EG. SMITH040117)

COLLINGWOOD HOTEL BANKING DETAILS

COLLINGWOOD HOTEL BANK: ST GEORGE BSB NUMBER: 332 028 ACCOUNT NUMBER: 5533 80111

CASH (OFFICE USE ONLY) MUST BE PAID 3 DAYS IN ADVANCE.

AMOUNT RECEIVED \$ RECEIVED BY: SIGNATURE:

IMPORTANT STUFF

PLEASE READ BEFORE SIGNING MANAGEMENT RIGHTS

The Client will conduct the function in an orderly manner in full compliance with Hotel's regulations and laws. Management reserves the right to exclude or remove objectionable persons from the Hotel and cancel the function without liability if these requirements are not followed. Minors on licensed premises are required to be under the direct supervision of a parent or guardian and are not permitted on Hotel premises after 10pm. Adults may be required to produce one or more forms of current identification and may be refused alcohol if Management are not satisfied the person is over eighteen years of age.

DAMAGE & LOSS

The Client shall be liable for any damages sustained to the Hotel by them or their guests, agents for or any other persons associated with the function on any area of the property. The Hotel and its employees or agents will not be liable for any injury, damage or loss of any nature, however caused (through negligence or not) suffered by the Client or their guests, agents or any other persons associated with the function.

UNFORESEEN CIRCUMSTANCES

In the unlikely event of inability of the Hotel to comply with any provisions of this contract, by virtue of any unforeseen contingency or accident, the Hotel reserves the right to cancel the booking and refund the deposit paid, at any time.

TERMS & CONDITIONS

PAYMENT. 50% of total payment is due 7 days prior to the event. Payment of the total remaining balance is required 4 days (96 hours) prior to the event if paying by credit card or EFT. If paying by cash we will accept payment up to 3 days (72 hours) prior to the event. Payments can be made Monday to Friday during business hours.

CANCELLATION. Cancellations cannot be accepted once final payment has been made 72 hours prior to event.

EVENT DETAILS. Menu to be selected at time of payment and must be finalised 72 hours prior to event. Prices are subject to seasonal variations and can change without notice. Expected number of guests is required at time of booking and final number required 72 hours prior to event. If guest numbers decrease within 72 hours of the event there will be no refund, however if guests numbers increase please speak to Management in order for the Hotel to accommodate accordingly. At least 50% of guests must be in attendance within 30 minutes of nominated function commencement time. Failure to do so will result in the Hotel reducing tables and space by 50%. The Collingwood Hotel does not provide Table Service, however we will provide a Staff member for a minimum of 3 hours if required. Cost will be payable 7 days in advance please discuss cost with Management.

BAR TAB. A bar tab is available for all functions. All guests must wear a wrist band for the bar tab. A charge of 20 cents per guest will be added to the tab for each wrist band. Please inform us if a bar tab is required within 7 days of the event. Management will notify the Client when the bar tab is approaching the agreed limit.

DECORATION. Decorations must be discussed with Management. Under no circumstances should any nailing, screwing, stapling or adhering to any surfaces occur.

DJ/LIVE ENTERTAINMENT. DJ/Live music must be provided by the Hotel. Under no circumstances may Client bring in their own DJ/Live music. Please consult Management for more information. All DJ/Live music must be paid in full 7 days prior to the event. USB sticks are allowed and can be used during the function. It is imperative that the USB stick is checked prior to the function for compatibility with our sound system. The sound system is to be operated by the Hotel staff at all times and music volume is at the Manager's discretion.

I HAVE READ, UNDERSTOOD & AGREE TO THE TERMS & CONDITIONS

CLIENT NAME:

DATE:

/ /

SIGNATURE: