

# THE SANDS HOTEL



- **FUNCTION PACKAGE**



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# GENERAL INFORMATION

## ROOM HIRE

Monday to Thursday - \$100.00 for 5 hours

Friday and Saturday - \$150.00 for 5 hours

Sunday - \$200.00 for 5 hours

Weddings - \$500 for 5 hours including decorations

Wake - free room hire for up to 3 hours

Time extensions are charged at \$100 for each additional hour.

Due to Liquor Licensing regulations all functions must conclude by 12 midnight.

Please note the bar will close 15 minutes prior to the conclusion of your event.

## ROOM HIRE INCLUSIONS

5 Hour duration

Event co-ordinator

White linen table cloths

Present table

Bar Staff

## ROOM HIRE INCLUSIONS - WEDDING

5 Hour duration

Event co-ordinator and Bar staff

White linen table cloths & napery

Skirted cake, bridal & present table

Wedding cake sliced

Candle centrepieces

## BISTRO TERRACE

We also offer our bistro terrace as a great alternative for corporate functions, baby showers and first birthdays etc. Choose from one of our delicious finger food packages or for 40 guests and under purchase hot food or sandwich platters for \$65 per platter. Please ask our function co-ordinator for further information and pricing.

## MAXIMUM CAPACITY

Seated 110 guests   Cocktail 170 guests

## BOND

A \$300.00 bond is required, & will be refunded 24 hours after the function concludes, provided there is no damage to the room.

Conditions apply.

## CONFIRMATION OF FINAL NUMBERS, MENU & PAYMENT

Confirmation of final numbers, menu selection & payment is required a minimum of 1 week prior to your event. Special dietary requirements & children's meals can also be catered for, providing you advise us prior to your function.

## OTHER

16<sup>th</sup> and 18<sup>th</sup> birthday celebrations are not catered for by this venue.

Please note guests may be refused entry into the gaming room after a function.

Hosts may decorate the room themselves, however no banners, signs or posters may be attached to the walls, ceiling or windows without prior arrangement with management.

Tea and coffee stations are also available upon request. Prices are \$50 for 50 guests or less and \$100 for 50-100 guests.

# ENTERTAINMENT & DECORATIONS

JUKEBOX WITH PARTY LIGHTS	\$300.00
KARAOKE	\$350.00
DJ	\$400.00
DJ-WEDDING	\$500.00
STANDARD DECORATIONS <i>Balloons, Streamers, Napkins, Centrepieces</i>	\$100.00
CHAIR COVERS	\$2.95 EACH
HELIUM BALLOONS AND BALLOON TREES	POA

*Prices may change without prior notice*

## FUNCTION MENU

1 COURSE	\$23.00
2 COURSE	\$29.00
3 COURSE	\$33.00

## ENTRÉE MENU OPTIONS

*Choose two items to be served alternately on a 50/50 basis*

### **SMOKED SALMON SALAD**

Tasmanian smoked salmon served on a bed of salad greens, cherry tomato, cucumber, red onion and a dill & sour cream dressing

### **CHEESE AND SPINACH TORTELLINI**

Tossed through a roasted pumpkin, sun-dried tomato cream sauce

### **SMOKED CHICKEN & AVOCADO SALAD**

With salad greens and a mango chilli salsa

### **GREEK LAMB SALAD**

Moroccan lamb fillets on a bed of salad greens, tomato, kalamata olives, red onion and topped with a minted yoghurt dressing

### **CHICKEN SATAY SKEWERS**

Chicken tenderloins served with jasmine rice, a crisp pappadum and lathered with satay sauce

### **HOME MADE POTATO & LEEK SOUP**

Traditional recipe infused with herbs & spices

## MAIN MENU OPTIONS

*Choose two items to be served alternately on a 50/50 basis*

### **PRAWN & AVOCADO DELIGHT**

Chicken breast filled with tiger prawns, avocado and tasty cheese complimented with béarnaise sauce.

### **TRADITIONAL CARVED ROAST**

(Choice of beef, lamb or pork)

### **CHAR-GRILLED SIRLOIN FILLET**

Tender cut porterhouse cooked medium for all guests, with red wine jus

### **CHICKEN & CAMEMBERT FILO**

Breast fillet filled with baby spinach and camembert cheese rolled in crisp Filo pastry & topped with a sun-dried tomato cream sauce

### **ATLANTIC SALMON**

Grilled Atlantic salmon topped with lemon parsley butter

### **VEGETABLE LASAGNE**

Roasted pumpkin, spinach, grilled capsicum and onion with Napoli sauce layered between pasta sheets topped with a white cheese sauce

*Prices are current at time of printing but may be to subject to change without notice*

## **DESSERT MENU OPTIONS**

*Choose two items to be served alternately on a 50/50 basis*

### **STRAWBERRY & CREAM CHEESECAKE**

Shortcrust base filled with a New York cheesecake oven baked with strawberries and mascarpone cheese

### **CHOCOLATE VELVET CAKE**

Dark chocolate cake filled with chocolate mousse dusted with cocoa

### **PAVLOVA**

Family favourite served with passionfruit sauce, thick cream and strawberry

### **FRUIT SALAD**

Served with thick cream and strawberry

### **APPLE CRUMBLE TART**

Served with thick cream and strawberry

### **RICH CHOCOLATE MOUSSE**

Served with thick cream and strawberry

## **COCKTAIL MENU OPTIONS**

### **MENU No. 1**

\$12.50 per person

Minimum 40 ppl

*Select 5 items*

SAUSAGE ROLLS

CAJUN POTATO WEDGES

BITE SIZE PIES

VEGETABLE SAMOSA

PARTY PASTIES

COCKTAIL SPRING ROLLS

FLAME GRILLED MEATBALLS

MINI DIM SIMS

## MENU No. 2

\$15.50 per person

Minimum 40 ppl

*Select 7 items*

SAUSAGE ROLLS  
CAJUN POTATO WEDGES  
BITE SIZE PIES  
VEGETABLE SAMOSA  
ASSORTED SANDWICHES  
COCKTAIL SPRING ROLLS  
ASSORTED PIZZA ROUNDS  
MINI DIM SIMS  
SWEET CHILLI CHICKEN STRIPS  
CRUMBED CALAMARI  
HICKORY SMOKED BBQ MEATBALLS

## MENU No. 3

\$18.00 per person

Minimum 40 ppl

*Select 9 items*

SAUSAGE ROLLS  
CHICKEN MUNCHIES  
BITE SIZE PIES  
MINI ASSORTED QUICHES  
ONION RINGS  
COCKTAIL SPRING ROLLS  
SALT & PEPPER SQUID RINGS  
SPINACH & FETA TRIANGLES  
SWEET CHILLI CHICKEN STRIPS  
CRUMBED CALAMARI  
ASSORTED PIZZA ROUNDS  
ASSORTED SANDWICHES  
HICKORY SMOKED BBQ MEATBALLS  
TEMPURA PRAWNS

*Please feel free to contact our Function Co-ordinator, to personalise your function and make your day truly memorable.  
Prices are current at time of printing but may be to subject to change without notice*

# TERMS AND CONDITIONS

## CONFIRMATION & DEPOSIT/BOND

Confirmation of your booking is required with the signed terms and conditions, along with the room hire fee and bond within 7 days of the original reservation; otherwise The Sands reserves the right to make the room available. The bond of \$300.00 will cover any damages as stated in the "Damages" section below. The bond will be refunded in full within 7 days after the event provided there are no damages sustained to The Sands.

## 21<sup>st</sup> BIRTHDAY SECURITY

All 21<sup>st</sup> birthdays require security for the safety of your guests and other patrons of the hotel. Security is charged at \$25.00 per hour for five hours.

## CONFIRMATION OF ATTENDANCE

Final numbers will be required 7 days prior to your event. Charges will be based on these minimum numbers or the actual attendance, whichever is greater.

## CATERING REQUIREMENTS

Menu selections will be required 7 days prior to your event. Should selections not be advised at this point your menu selection can not be guaranteed to be available.

## PAYMENT

Full payment is required for confirmed numbers 7 days prior to the function. Where beverages are charged on consumption, your beverage account is to be settled at the conclusion of the function. Corporate clients may make a credit application and an account will be forwarded, payable within seven days of receipt. All payments can be made by, Cash, Credit Card or EFTPOS.

Cheques will only be accepted for payment two weeks prior to the function.

## CANCELLATION

In the event of a function cancellation, the following fees apply:

Less than 28 days notice: 25% of total value of event

Less than 7 days notice: 50% of total value of event

## PRICE VARIATIONS

Every endeavor is made to maintain our prices as originally quoted to you; however, they are subject to change. Should any increases occur, we will notify you immediately.

## GST

The prices quoted are inclusive of the Goods and Services Tax.

## FOOD & BEVERAGE POLICY

It is hotel policy that NO external food or beverages is to be brought to, or consumed on the premises. All food is to be catered by The Sands Hotel (you may bring your own occasion cake) and all beverages are to be purchased from the bar.

The Sands Hotel practices responsible service of alcohol. Any intoxicated or unruly persons will be asked to leave. Re-occurrence of the above behaviour may result in closure of the function.

Photograph I.D is required "No proof = No service"

## CONTENT OF EVENT

If The Sands has reason to believe that any event/function will affect the smooth running of The Sands' business, its security or reputation, the management reserves the right to cancel at its discretion without notice or liability.

## DAMAGES & CLEANING

Function Hosts are financially responsible for any damage caused to the function area or Hotel surroundings by their guests before, during or after a function. The client or their guests may incur extra cleaning expenses in the event of negligent behavior.

## SIGNAGE

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface or part of the building. Signage in The Sands public areas is to be kept to a minimum and must be approved by the Venue or Functions Manager prior to the event.

## INSURANCE

Whilst the staff of The Sands will take every care with the security and protection of property and guests, we are unable to accept any responsibility for damage or loss of property before, during or after the function. We recommend organisers should arrange their own insurance.

## UNFORESEEN CIRCUMSTANCES

In the event of unforeseen circumstances i.e. fire, flood, power outage etc "The Sands Hotel" will refund any monies paid, but will not be held responsible for providing alternative arrangements.

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# TERMS & CONDITIONS AGREEMENT

I/We hereby understand and agree to all the above terms and conditions at The Sands Hotel.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Function Type: \_\_\_\_\_

**NOTE:** Please return this form completed to the hotel along with the bond and deposit