



SIR HENRY BARKLY

# FUNCTION PACK



# FUNCTION ROOM

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Barkly's Function Room offers modern décor, it's own separate bar, an ipod connection for music inside and outside of the room, a 25 CD stacker, 50 inch Plasma TV, male & female toilets & a large courtyard, making it ideal for many functions. It is licensed until 12.30am.

## Minimum Numbers, Food and Beverage spend:

• Monday – Thursday	Minimum 40 people required	Free Room hire	Min beverage spend \$500
• Friday night -	Minimum 50 people required	\$250 Room hire	Min beverage spend \$500
• Saturday -	Minimum 70 people required	\$250 Room hire	Min beverage spend \$1000
• Sunday -	Minimum 40 people required	\$350 Room hire	Min beverage spend \$500

## A selection of one of our Party Menu options (attached) is required for each booking

- Maximum number booked cocktail style is 150 people (Including Inside and outside)
- During December special Room Hire rates apply. Please check with Management
- Conditions apply on Public holidays. Please check with Management

## Beverages

Beer (on tap): Heavy – Carlton Draught	Pot \$5.30
Light – Cascade Premium Light	Pot \$5.00

Wine (House): Willowglen Sauvignon Blanc	
Willowglen Chardonnay	
Willowglen Moscato	
Willowglen Cabernet Merlot	
Willowglen Sparkling	By the glass \$7.50

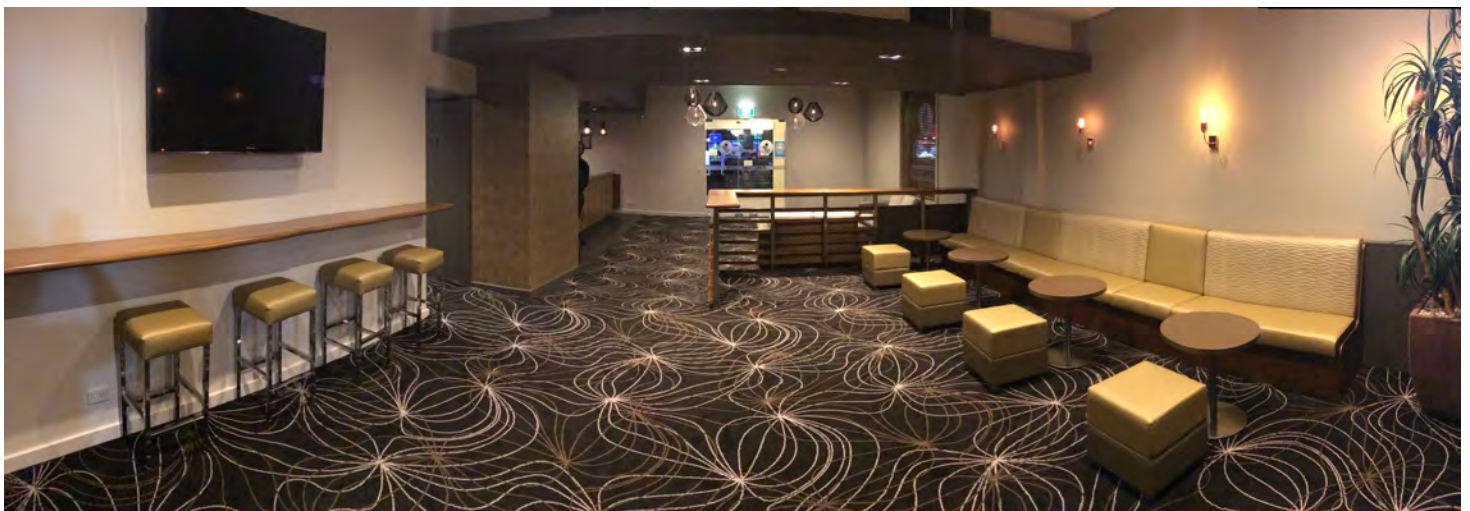
Frozen Daiquiris	\$7.50
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A full range of Premium Beers, Table & Sparkling Wines, Spirits, Liqueurs & Cocktails are available at bar prices.

\*ALL LIQUOR PRICES ARE "AT BAR PRICES" AND QUOTED HERE TO BE VIEWED AS A CURRENT GUIDE ONLY

\*LIQUOR WILL BE CHARGED ACCORDING TO "THE BAR PRICE" AT THE DATE OF YOUR FUNCTION

**\*MANAGEMENT RESERVE THE RIGHT TO REFUSE ENTRY TO PRIVATE FUNCTIONS IN THE HOTEL WINEBAR AFTER THE CONCLUSION OF A FUNCTION**



# PARTY MENU OPTIONS

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\$15.00 Per Head – 5 items to be selected from our standard selections

\$18.00 Per Head – 6 items from standard or gourmet

\$22.00 Per Head – 7 items from standard or gourmet

*All items are calculated on a per head basis.*

## Standard Selection

- Club Sandwich Bites
- Assorted Dips with Turkish Bread
- Gourmet Pizza
- Cocktail Fish & Chips with Tartare
- Salt & Pepper Squid with Sweet Chilli
- Australian Party Pastries with Tomato Sauce
- Oriental Selection of Fried & Steamed Nibbles with Soy Sauce
- Crisp Spinach & Cheese Triangles with Basil & Tomato Dipping Sauce

## Gourmet Selection

- Assorted Sushi Rolls with Soy Sauce
- Assorted Quiches
- Mini Tomato & Basil Bruschetta
- Vegetable Arancini
- Smoked Salmon Baskets
- Satay Chicken Skewers
- Grilled Prawn Skewers with Tequila Mayonnaise
- Lamb Kofta with Tzatziki Dip
- Sweet Potato and Cashew Empanada
- BBQ Beef Skewers with Spicy Tomato Sauce
- Mini Open Steak Sandwiches
- Prawn Twisters with Sweet Chilli Dip

Bowls of Wedges & Hot chips are available in addition to any of the above selections

**\*ALL FOOD PRICES ARE SUBJECT TO OCCASIONAL HOTEL INCREASES THAT WILL APPLY TO YOUR FUNCTION UNLESS PRE-PAID (30 DAYS NOTICE WILL BE GIVEN OF ANY INCREASE)**



# GENERAL BOOKING INFORMATION

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## Deposit & Bond

We require \$250 deposit or payment of room hire in full to confirm a booking.

Please note that bookings cannot be confirmed until deposit has been received.

\*21st functions are required to pay a \$300 bond prior to the function, please have form filled in and returned to the hotel with payment of food (2 weeks prior)

## Payment

- Room hire to be paid at time of confirming booking
- Total food amount to be paid 2 weeks prior to function
- Bond (if 21st) to be paid no later than two weeks prior to function
- Outstanding balance on account to be paid in full at the conclusion of the function

You are welcome to run a bar tab for your liquor, however before commencing the tab it is a requirement that either cash or a valid credit card is held behind the bar for the duration of your function, for security.

\*Please note that failure to pay for food & bonds prior to function could result in cancellation

## Cancellations

In the event of a cancellation the following will apply:

- 4 weeks prior to the event – Full deposit refunded
- Within 21 days of the event – 50% of the deposit is refunded\*
- Less than 14 days of the event – No refund of deposit\*

## Confirmation

Confirmation of your menu choices is required 2 weeks prior to your function

Confirmation of numbers for catering is required the week before your function with food payment in full.

## Decorations

You are free to decorate the Function Room as you please.

We do ask that you do not use any sort of tape on the walls at all. Blue tack is fine.

## Time Frames

The function room is hired out in five (5) hour blocks. If you require the room for longer there will be a \$100 surcharge per hour

## Music

The bar offers an attachment for an iPod on a AUX cord or a cd stacker. Juke Boxes and DJs are permitted, however, it is up to you to organise this and advise us of the details – ie when the juke box will be delivered.

Solo singers are also permitted; however, license conditions do not allow larger bands.

## Cakes

You may bring your own cake. We are happy to refrigerate it until required.

Please note due to health regulations we are unable to cut the cake, but will help you serve it to your guests

## Smoking Laws

As of August 2017 new smoking laws are in place. Please see management for further information.

