

# Function Pack



Phone: 0407 962 145

Email: [princemarkhotelfunctions@alhgroup.com.au](mailto:princemarkhotelfunctions@alhgroup.com.au)

[www.princemarkhotel.com.au](http://www.princemarkhotel.com.au)



# THE *Front* BAR



Our private function room 'The Front Bar' can accommodate cocktail parties of up to 100 guests and is the perfect space for your next event! Whether you are hosting a birthday party, bucks do, engagement party or work event, The Front Bar provides you with everything you need in one convenient location!

Facilities include an exclusive entry point, fully stocked bar, private bathrooms, 2 x pool tables, AV facilities including a jukebox and plenty of complimentary on-site parking for you and your guests.

Our friendly and professional team understands that every function is unique and will work with you to ensure your party is one to remember. For bookings and enquiries please contact the functions team at [princemarkhotelfunctions@alhgroup.com.au](mailto:princemarkhotelfunctions@alhgroup.com.au).

# Party

# PACKAGES

## PACKAGE ONE

**\$500**

Inclusions -

5 hour event duration

Food & beverage staff

Security as required

Use of jukebox

3 x catering platters

## PACKAGE TWO

**\$1500**

Inclusions -

5 hour event duration

Food & beverage staff

Security as required

Use of jukebox

Your selection of 6 platters

catering for 50-60 guests

\$500 bar tab to get your night

started!

## PACKAGE THREE

**\$2000**

Inclusions -

5 hour event duration

Food & beverage staff

Security as required

Use of jukebox

Your selection of 9 platters

catering for 70-80 guests

\$800 bar tab to get your night

started!

\*Additional platters can be added to all packages. Prices listed on following page.

\*Dietary concerns can be catered for with prior notice.

\*Please note that minimum spends apply should you not opt for one of our party packages.

# Cocktail PLATTERS

## BUDGET \$55

INCLUDES:

Selection of five food items from  
silver platter selection

*\*platter has approx 40 pieces with  
dipping sauce*

## SILVER \$75

INCLUDES:

Mini party pies  
Sausage rolls  
Chicken dim sim  
Assorted mini quiche  
Vegan spring rolls (ve)

*\*platter has approx 60 pieces\**

## GOLD \$85

INCLUDES:

Assorted mini pizza  
Chicken garlic balls  
Prawn twisters  
Vegan samosas (ve)  
Sweet chilli chicken tenders

*\*platter has approx 60 pieces\**

## PLATINUM \$95

INCLUDES:

Japanese crispy chicken  
Mozzarella & beef bites  
Panko prawns  
Lemon pepper calamari (gf)  
Arancini balls (gf)  
Falafel bites (ve)(gf)  
Mac & cheese croquettes (v)

*\*platter has approx 60 pieces\**

## OPTIONAL EXTRAS

Mini pulled pork sliders (25 pieces) - \$95

Mini beef burgers (25 pieces) - \$100

Chef's selection of freshly made sandwiches (vegetarian available) - \$70

Fresh seasonal fruit platter - \$65

Platter of assorted mini cakes and slices - \$80

Your occasion cake cut and served on platters - \$30

Self-service tea and coffee station - \$50

# TERMS & conditions

## CONFIRMATION OF BOOKINGS

A tentative reservation will be held for a period of seven (7) days. Once this time has lapsed the venue reserves the right to release the tentative reservation. A booking is considered confirmed upon receipt of this signed terms and conditions, completed booking form and a bond deposit payment of \$300. We accept EFTPOS, cash and all major credit cards. This will be returned post event provided that no damage has occurred to the function room or any other part of the venue.

## FINAL DETAILS AND PAYMENT

The venue requests all food and beverage selections to be provided fourteen (14) days prior to the event, along with final guest numbers, food service times and other specifics relating to your event. The room hire, all catering costs, and any additional items must be paid fourteen (14) days prior to your event. There are no refunds given should your guest numbers decrease after this time. Drinks tabs outside of our package offerings are payable at the conclusion of the event. All prices quoted are inclusive of GST. Whilst every effort is made to maintain prices, these are subject to change. In accordance with the venue's food safety program, no food is to be brought into the venue, or taken from the venue with the exception of an occasion cake. Clients and guests are also not permitted to bring any liquor into the venue. Liquor that is used for prizes or given as gifts will be held by staff until the conclusion of your event.

## CANCELLATION

Cancelling a function after a deposit has been paid can only be done by consulting directly with the Venue Manager and only by the person who paid the initial deposit. Any cancellation made within a period of four (4) weeks of the date of the function will forfeit the deposit. Any cancellations made within seven (7) days of the function will forfeit the full value of the function plus any costs associated with third party hire (eg DJ, balloons etc). If the venue feels that any function / event will affect the smooth running of the business, security or reputation, management reserves the right to cancel at their discretion without notice or liability.

## SIGNAGE, DECORATIONS & EXTERNAL SUPPLIERS

Any additional equipment/decorations or props required, other than those supplied/recommended by the venue must be confirmed with management a minimum of two weeks prior to the date of the function. No items are to be attached to any surface within the venue by means of pins, glue, nails, screws or sticky tape. The venue must approve any and all equipment and decorations and reserves the right to disallow any material deemed offensive or dangerous. It is the responsibility of the host to ensure everything is removed from the venue at the completion of the function. Please note our license restricts the use of DJs / live music.

## MINORS, ADDITIONAL SECURITY

Minors are only permitted on the premises in the company of their parent or legal guardian. Minors are to remain in the room reserved and are to be supervised at all times whilst within the venue, including whilst using facilities such as lifts, stairwells, foyers and public restrooms. Particular functions eg 21st birthdays may require additional security. This will be decided at the discretion of the venue management team and will be charged to the client prior to the event proceeding.

## DAMAGE

Please be advised that organisers are financially responsible for any damage, theft, breakage or vandalism sustained to the function room or venue premises by guests, invitees or other persons attending the function. Should any extra cleaning be required to return the premise to a satisfactory standard, this will be charged to the client. The venue does not accept responsibility for damage or loss of merchandise left at the venue prior to, during, or after the function. It is recommended that all client goods be removed from the venue immediately after the function. In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance that does not enable the event to proceed, the venue and management team will not be held responsible.

## FUNCTION CONDUCT AND CLIENT RESPONSIBILITY

It is required that the organiser will conduct the function in an orderly manner and comply with requests as directed by venue management. All normal venue policies, procedures and legal responsibilities apply to any and all persons attending functions at all times, including total compliance to all responsible service of alcohol guidelines and standards. Management reserves the right to remove and eject uncooperative and intoxicated guests from the venue at their discretion without recourse. It is the organiser's responsibility to read all the terms and conditions listed and ensure the compliance of all function guests.

I CAN CONFIRM THAT I \_\_\_\_\_ HAVE READ AND UNDERSTOOD THE ABOVE T&C's AND AGREE TO COMPLY.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

# BOOKING *confirmation* FORM

**CONTACT NAME:**

**COMPANY NAME:**

**ADDRESS:**

**CONTACT PHONE(S):**

**CONTACT EMAIL:**

**DAY / DATE OF FUNCTION:**

**START / FINISH TIME:**

**EXPECTED GUEST NUMBERS:**

**AGREED ROOM HIRE:**

**OCCASION:**

**PREFERRED ROOM SET-UP:**

**CATERING REQUIREMENTS:**

**BEVERAGE REQUIREMENTS:**

**ADDITIONAL INFORMATION:**

**A \$300 BOND DEPOSIT IS REQUIRED TO SECURE YOUR BOOKING, TO ACCOMPANY THIS FORM AND A SIGNED COPY OF THE TERMS AND CONDITIONS. WE ACCEPT PAYMENT VIA CASH, EFTPOS AND ALL MAJOR CREDIT CARDS.**