



# Festive Season

## @ Seaforth Function Centre

BALGOWLAH RSL MEMORIAL CLUB



Thank you for considering Balgowlah RSL's, Seaforth Function Centre for your occasion. With 3 versatile rooms on offer we cater for small intimate groups of 10 to dinner events of 300. Whether it be a cocktail party, buffet or multi course sit down meal our talented catering team offer flexible menu options catered to your needs.

# Festive Season

## @ Seaforth Function Centre

BALGOWLAH RSL MEMORIAL CLUB

## General information & booking guide

### Function Room information

- **Seaforth Function Room** has adaptable seating and staging facilities that complement a variety of social functions. A versatile multi function room for weddings, social club dinners, gala dinners, exhibitions and private social occasions. The Seaforth Function centre is fully equipped with state of the art kitchen, bar and full stage complete with sound and lighting equipment.
- **The Terrace Bar and Balcony** is ideally suited to most social functions, including christening, birthday parties, engagement parties, anniversaries and wakes. The Terrace room has its own balcony perfect for pre dinner drinks and canapés and BBQ's.
- **The Boardroom** is an ideal space for small meetings or confidential seminars. It can also be used for small planning sessions, corporate lunches and presentations.

Function Room	Cocktail	Banquet	U Shape	Theatre	5 hour hire	8 Hour hire
Seaforth Function Room	500	280	50	300	\$395	\$495
Terrace Bar & Balcony	150	80	30	80	\$250	\$300
The Boardroom	24	24	9	-	\$150	\$200

### Room Hire & Function Times

The function rooms are available for a five hour or 8 hour duration. Access time is available 1 hour before the function start time unless organized previously with the function Coordinator. The bar operates at the start of the function and close 15 minutes before the finish time.

### Food & Beverage

Within this function you will find a selection of menus. These packages are our suggestion only and can be tailored to suit your individual requirements and budgets. Menu selections are to be finalised 2 weeks prior to the function date.

### Parking

Guests attending the function may utilise the member's car park.

### Further Information

For further information, please contact the Function Coordinator on 9949 5477.

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Canapé Menu*

Minimum of 40 guests

*Please select a minimum of 6 items from the selections below*

**Cold Selection**

**\$2.50 per item**

Chicken liver pate on crouton  
Tomato and basil bruchetta  
Prawns with caviars on mini toast  
Smoked salmon with dill mayonnaise and capers in pastry case  
Rare beef on mini toast with a horseradish cream  
Mix sushi on croutons

.....  
**Hot Selection**

**\$3.50 per item**

Mushroom and chives risotto served on Chinese spoons  
Shredded Asian pork served on Chinese spoons  
Goat cheese with roasted vegetables tart  
Chicken mushroom in puff pastry  
Tuna, semidried tomato, mayonnaise in hors d'oeuvres cases  
Assorted mini skewers (Satay chicken, chilli beef, Tandoori Lamb)  
Salt and pepper squid with lime aioli  
Crab claws with sweet chilli sauce  
Vegetarian Tempura (zucchini, eggplant, carrot)

.....  
**Deluxe Canape's**

(Served in Chinese bowls)

**\$8.50 per item**

Thai beef salad  
Spinach and ricotta ravioli with cheese and pesto  
Butter chicken with steamed jasmine rice  
Asian pork stir fry with noodles  
Chicken and cashew noodle  
Thai beef noodle stir fry  
Spicy pork stir fry  
Smoked salmon risotto  
Seafood risotto

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Cold Buffet 1*

Minimum 30 guests

Roasted honey Leg Ham  
Turkey Breast  
Chicken Drummetts  
Rare roast beef  
Selection of salamis

Mixed green baby leaf  
Potato with wholegrain mustard mayo  
Tomato Spanish onion and basil  
Cous Cous in vegetable  
Rice and nuts with dried fruits

Selection of condiments

Christmas pudding with Scotch Whisky Custard Sauce  
Lemon Lime Tart with Mango and Raspberry Coulis and Chantilly Cream

Fresh dinner rolls

Selection of Tea and freshly brewed coffee

*\$35.00 per person*

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Cold Buffet 2*

Minimum 30 guests

Smoked Salmon and avocado salsa  
Crystal Bay prawns  
Cooked NZ mussels topped with chili onion jam

Roasted honey leg ham  
Rosemary lamb with mango relish  
Marinated chicken Legs  
Rare roast beef and horseradish cream

Moroccan rice & potato salad  
Baby leaf Salad  
Tomato & basil salad

Individual plum pudding  
Fruit mince pies

Fresh dinner rolls

Selection of Tea and freshly brewed coffee

*\$45.00 per person*

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Christmas Dinner Menu*

Minimum 30 guests

*Please choose 3 options from the following*

**Canapés**

- Smoked salmon and cream cheese and caviar
- Prosciutto and fig tartlets
- Prawns on mini toast with mango relish
- Veal parcels wrapped in pancetta
- Oysters filled with crab meat salmon roe and lime dressing
- Fresh chicken liver pate on wafer biscuits
- Tartlets filled with roasted vegetables and goat's cheese

*Please choose 2 options from each course below to be served alternate*

**Entrée**

- Tasmanian smoked salmon & prawns with avocado salad
- Boned ginger and honey quail on blood orange salad
- Chili green prawns on Jasmine rice
- Rabbit and veal terrine with crusty bread and relish

**Main**

- Honey glazed leg ham & Turkey breast served with cranberry pastry parcels
- Individual pork roast with crackling and apple sauce
- Tasmanian Salmon baked in half shell scallops and capers
- Veal fillet filled with apricots pine nuts and herbs

**(continued overleaf)**

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Christmas Dinner Menu (cont.)*

Dessert

Traditional plum pudding and brandy sauce  
Lemon tartlet with berries and cream  
Sticky date pudding with butterscotch sauce  
Summer pudding with ice cream

Fresh dinner rolls

Selection of Tea and freshly brewed coffee

*2 course \$45.00*

*3 course \$58.00*

*4 course \$68.00*

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*Terrace BBQ Menu*

Minimum 30 guests

BBQ is prepared by a Chef on the Terrace \$30 per person

Mini Steaks  
Marinated Lamb Cutlets  
Chipolata Sausages

Served with:  
BBQ Onions  
Greek Salad w Marinated Fetta  
Roasted Potato Salad w Grain Mustard Aioli  
Freshly Tossed Garden Salad w Balsamic Vinaigrette  
Sauces & Condiments: Tomato Sauce, BBQ Sauce

*\$30 per person*

**Festive Season**  
@ Seaforth Function Centre  
BALGOWLAH RSL MEMORIAL CLUB

*BBQ Surf and Turf*

Minimum 30 guests

BBQ Prawn skewers  
Baby Octopus  
200gr Sirloin Steak  
Lamb and Mint Sausages

Served with:  
BBQ Onions  
Freshly Tossed Garden Salad with Balsamic Vinaigrette  
Rocket Salad

Sauces & Condiments: Tartare Sauce, Tomato Sauce, BBQ Sauce & Sweet Chilli Lime  
Fresh oven Bread Rolls  
Assorted cakes

*\$38.00 per person*

# Festive Season

## @ Seaforth Function Centre

BALGOWLAH RSL MEMORIAL CLUB

### *Wine List*

#### White Wines

<b>Stony Peak Chardonnay</b>	<b>\$3.50</b>	<b>\$13.50</b>
<i>Expressive flavours that combine easily with a wide range of foods.</i>		
<b>Matua Valley Hawke's Bay Sauvignon Blanc NZ</b>	<b>4.50</b>	<b>\$18.50</b>
<i>From the renowned Hawkes Bay region, a fragrant and refreshing Sauvignon Blanc</i>		
<b>Rosemount Twilight Harvest Unoaked Chardonnay</b>	<b>4.00</b>	<b>\$17.00</b>
<i>Delivers crisp citrus and Orchard fruit characters, without any oak influences</i>		
<b>Rothury Semillon Sauvignon Blanc</b>	<b>\$3.90</b>	<b>\$15.50</b>
<i>It displays zesty citrus &amp; vibrant tropical flavours</i>		
<b>Angel Cove Marlborough Sauvignon Blanc NZ</b>	<b>5.00</b>	<b>\$21.00</b>
<i>Tropical fruit flavours dominate, the finish is refreshing &amp; crisp</i>		
<b>Wolf Blass Eaglehawk Riesling</b>	<b>4.30</b>	<b>\$17.90</b>
<i>A fruit driven wine with citrus fruit character and a refreshing palate</i>		

#### Sparkling Wines

<b>Stony Peak Brut Reserve</b>	<b>\$3.50</b>	<b>13.50</b>
<i>Approachable expressive flavours that combine easily with a wide range of foods</i>		
<b>Yellowglen Yellow Piccolo 200ml</b>	<b>\$5.00</b>	
<b>Yellowglen Bella Vintage</b>	<b>\$5.80</b>	<b>\$24.50</b>

#### Red Wines

<b>Saltram Makers Table Cabernet Sauvignon</b>	<b>\$3.70</b>	<b>\$14.50</b>
<i>Maker's Table captures the full fruit characters of this majestic variety, with lifted aromas of Blackcurrant to red berry fruit</i>		
<b>Stony Peak Shiraz Cabernet</b>	<b>\$3.50</b>	<b>\$13.50</b>
<i>A wine crafted to offer approachable, expressive flavours that combine easily with a wide range of foods.</i>		
<b>Matua Valley Hawke's Bay Merlot NZ</b>	<b>4.50</b>	<b>\$18.50</b>
<i>From the renowned Hawkes Bay region, a vibrant fruit-driven Merlot, smooth with subtle tannins.</i>		
<b>Rothbury Estate Cabernet Merlot</b>	<b>\$3.90</b>	<b>\$15.50</b>
<i>It displays rich, ripe, berry and chocolate flavours with a soft, velvety finish</i>		
<b>Jamiesons Run Limestone Coast Shiraz</b>	<b>\$5.45</b>	<b>\$21.50</b>
<i>Lifted aromas of strawberries, raspberries, dark cherry and dark plum are interwoven with spice. The palate has sweet dark berry fruit and plum flavours</i>		

**Standard Beverage Package** - Your guests can enjoy selected local Tap Beers, selected white & red wines throughout your function.

\$24.00 per person for 2 hours \$30.00 per person for 3 hours

# Festive Season

## @ Seaforth Function Centre

BALGOWLAH RSL MEMORIAL CLUB

## Terms and Conditions

- 1. Security** We specialise in 21st Birthday Parties. All 21st Birthday celebrations at the Club require security. The ratio is 1 guard per 50 guests at a cost of \$50 per security guard per hour with a minimum 5 hour call. Our functions Coordinator will arrange this for you.
- 2. Membership** you are required to be a member of Balgowlah RSL to hold a function. This will be arranged for you. You will be responsible for all non-members attending the function. **3. Confirmation** A booking for a function, conference or event is only considered confirmed when a deposit has been paid. Tentative bookings can be held for short periods of time – but cannot be considered confirmed until the deposit is paid. **4. Deposits** A deposit equivalent to the room hire fee is required to confirm your booking. Your deposit will be returned in the case of cancellation of the event, with more than four weeks' notice (in writing). No refund will be made where less than eight weeks notice is given. Short notice cancellation (less than 2 weeks) of the event will also render the hirer liable to pay all costs that have been incurred by Balgowlah RSL in preparing for the event such as entertainment & security.
- 5. Final Payment** Full payment for functions is expected one week in advance unless special arrangements have been made with Balgowlah RSL. Bar accounts are to be settled on the night of the function. Payments can be made by cash, cheque or card (excluding diners club). **6. Room Hire** The Room Hire charge applies to a set time in the Room. Please refer to our function room hire chart for clarification. **7. Insurance & Damage** Balgowlah RSL will take reasonable care, but will not accept responsibility for damage or loss of any item before, during or after a function. No goods are to be stored in the bar during the function. You are also responsible for any equipment hired by us for your function. In the circumstance that this is damaged you will be responsible for costs. Any damage to furniture will incur cleaning and/or repair costs. An organizer should ensure they have sufficient insurance to cover loss, damage and third party claims. **8. Catering** Confirmation of number of guests attending the function is required 7 days prior to the event and food and beverage catering will be charged on the confirmed amount. **9. Responsible Service of Alcohol** Balgowlah RSL staff adheres to the legislation that enforces the Responsible Service of Alcohol at all times. Any patron showing signs of intoxication will be refused further service and asked to leave the premises. Drunk, noisy or abusive patrons will be required to leave the premises. Food must be provided for all events supplying alcohol and a minimum food requirement may apply in keeping with our best practises. **10. Smoking** Balgowlah RSL advises that its function rooms and restaurant area are Smoke Free Environments. However our Terrace bar area has an outdoor covered smoking balcony which may be used.
- 11. Rules & Regulations Non Members**  
Guests are required to follow the rules and regulations of the Club and State Government
- If your guests attending the club live within a 5km radius, they must either be a member of the Club or be signed in by a Member of the Club.
  - If your guests live outside the 5km radius, they must sign the Visitor's register upon arrival at the club.
- Signage / Decorations**
- No signage is to be placed over the existing Club notices, posters or signage.
  - Tables, chairs and other equipment are not to be placed in front of the fire exit doors. We reserve the right to alter any function set up to comply with our OH&S policies
  - Decorations are not to be taped to walls or doors (blue tack is permitted).
- No Food & Beverages brought into the Club** No food or beverages of any kind are permitted to be bought onto club premises.
- 12. Surcharges** On Sundays there is a 10% overall surcharge and on Public holidays 15% overall surcharge.
- 13. Prices** All prices are inclusive of GST. Every endeavour is made to maintain prices as printed, however these may be subject to change. Prices will not change once you booking has been confirmed with a deposit.
- 14. Outside Contractors** All outside contractors must liaise directly with the functions department in all matters of deliveries, set-up and breakdown. They must also sign into the club on arrival. Outside contractors, arranged by the client will be the responsibility of the client. The client is responsible for their own additional sound and light requirements other than normal lighting and audiovisual equipment that is included.

# Festive Season

## @ Seaforth Function Centre

BALGOWLAH RSL MEMORIAL CLUB

### Booking Form

CONTACT DETAILS					
Company Name:					
Contact Name:					
Membership Number:					
Home Phone:			Mobile:		
Work Phone:					
Fax No:					
Email:					
Postal Address:					
FUNCTION DETAILS					
Function Name:					
Date of Function:					
Function Time:					
Location of Function:					
Function Type:					
Catering required: (Circle)    Morning Tea    Lunch    Afternoon Tea    Dinner					
Seating Style: (Circle)    U Shape    Boardroom    Theatre    Classroom    cabaret					
No. of Guests:					
Payment Method: (Circle)    Cash    Credit Card    Cheque    EFT					
<p><b>Credit Card Payments:</b></p> <p>Credit card Name: _____</p> <p>Credit Card Type: (Circle)    Visa    Mastercard    Bankcard    Diners Club    Amex</p> <p>Credit Card number: ____ / ____ / ____ / ____</p> <p>Credit Card Expiry: ____ / ____</p> <p>Signature of Cardholder: _____</p> <p><b>Please note:</b> 3 % surcharge applies for Amex</p> <p><i>(All information remains confidential)</i></p>					

All correspondence can be faxed marked to attention of the Function Coordinator on 02 9949 9211, or mailed to:

Balgowlah RSL Memorial Club  
 Functions Department  
 30 – 38 Ethel St,  
 Seaforth NSW, 2092

Cancellation charges are subject to the conditions identified in the Functions Terms and Conditions document.

The above details are correct and I have received and agree to Balgowlah RSL Memorial Club Function Terms and Conditions.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
 Name: \_\_\_\_\_