


 WINEROOMBALGOWLAH.COM.AU



THE WINE ROOM

FUNCTION PACK

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SEAFORTH NSW 2092

 FUNCTIONS@BALGOWLAHRSL.COM.AU

THANK YOU FOR CONSIDERING THE WINE ROOM FOR YOUR SPECIAL EVENT

Whether it's a gala dinner, birthday party, or social gathering, The Wine Room turns your special event into a memorable occasion.

Our function coordinators deliver attentive and knowledgeable service throughout every aspect of the event process. Our experienced team ensure every need and want is catered for. We pride ourselves on being able to tailor packages to suit individual needs and preferences.

We put together this package to guide you through all of The Wine Room offerings.

Should you require any further assistance, or would like to speak to one of our function team members, please contact the Functions Team at any time.



THE LOUNGE

Warm and inviting, this exclusive space has a gas fire to create a cosy atmosphere. Sit back, relax, and enjoy a special glass of wine in a comfortable leather couch in front of the fire. This space is ideal for intimate gatherings of up to 40 guests, cocktail style.

Capacity:
40 cocktail



THE RESTAURANT

Instantly welcoming, The Wine Room Restaurant offers a relaxing sanctuary in a cosy and contemporary atmosphere. Our chef creates everything in-house, producing innovative modern Australian cuisine. Committed to serving the finest local and seasonal produce, prepared in a stylish yet simple manner, his dishes will captivate your senses.

Capacity:
50 seated, 90 cocktail





SIT DOWN MENU

MINIMUM 25 GUESTS

Served with fresh oven baked rolls

ENTREE

Pressed pork, pancetta and pistachio terrine with green tomato pickle, frisee and croutons

Rare beef, wild rocket and parmesan rolls with asparagus and green mustard dressing (GF)

Pumpkin, zucchini and leek slice with rocket, pear and parmesan salad (V/GF)

Chargrilled chicken and Waldorf salad

Chilled prawns with avocado salad, red pepper chutney and balsamic pearls (GF)
+\$4.00pp

MAINS

Grilled pork cutlet with potato gratin, apple relish, spinach and black pepper jus (GF)

Seared salmon fillet with potato-leek croquette, pickled cucumber and baked cherry tomatoes & lemon butter sauce

Sirloin fillet with sweet potato puree, baked Spanish onions, broccolini and red wine jus

Eggplant lasagne with chat potatoes and green beans

Baked barramundi fillet with crushed kipflers, fennel puree and olives (GF)

Crispy skinned chicken breast, creamy chat potatoes, mushroom, and green pea sauté & Diane sauce (GF)

Four cheese ravioli, asparagus and roasted tomato sauce

DESSERT

Individual lemon & lime tart with cream

Mixed berry brulee with cream

Apple crumble with cream

Fresh fruit Salad and cream

New York cheesecake with cream

1 course \$35.00 per head, 2 course \$50.00 per head, 3 course \$63.00 per head

Please select two dishes per course



COCKTAIL PARTY

\$40PP

You have the choice of 4 cold and 4 hot finger food items.
All the food is made in house especially for your party.

COLD FINGER FOOD

grilled haloumi / hummus / pickled beetroot / pea sprouts [v,gf]
corn fritters / red pepper relish / caramelised onions [v]
rare beef / rocket / parmesan / green mustard dressing [gf, df*]
peking duck pancakes / hoisin / shallots
fresh Sydney rock oysters [gf, df]
cured salmon / avocado / crostini [gf, df*]
fresh prawns / lemon / chives [gf, df]

WARM FINGER FOOD

asparagus / pancetta / parmesan / balsamic [df, gf]
mushroom / green pea arancini / herb mayonnaise [v]
pork & fennel sausage rolls / tomato-chilli jam
vegetarian spring rolls / chilli lime [v]
baked spicy chicken wings / chipotle mayonnaise [gf, df]
steamed pork and coriander dumplings
potato and goat's cheese croquettes / lemon aioli [v]
pizza slice / shaved prosciutto / parmesan / fig vincotto
laksa marinated prawns / coconut / coriander dip [gf, df]

[V] vegetarian

[DF] dairy free

[GF] gluten free

*GF available upon request



DRINKS

You may choose to purchase your beverages on a 'Running Bar Tab', 'Cash Bar' or beverage package.

Please speak with our functions coordinator to provide all our beverage options.



Cash Bar
All guests purchase their own drinks from the bar.

Running Bar Tab
You can tailor the beverage list to your preference and you can put a limit on the Tab.



PRICES

The room hire includes the following:

- Exclusive use of The Wine Room lounge or restaurant between 11am–3pm or 6pm–10pm.
- Room set up with furniture arrangement of your choice.
- Use of private bar.
- AV hire available.
- Enough bar and wait staff to care for your event.



RESTAURANT

The room hire fee for a private function in The Wine Room Restaurant:

Sunday	\$780
Monday & Tuesday	\$600
Wednesday, Thursday, Friday, Saturday	\$600

On days that The Wine Room restaurant is open, and any function on Wed-Sat that requires the restaurant to close, requires a \$6,000 minimum spend on food and beverages.

LOUNGE

The room hire fee for a private function in The Wine Room Lounge:

Wed, Thurs, Fri, Sat \$500



T&CS

Security:

The Club reserves the right to require security guards in some circumstances. Any security guards will be charged to the client at \$70.00 per hour. Please note Balgowlah RSL does not accept functions for 18th or 21st birthday parties.

Membership:

You are required to be a member of Balgowlah RSL to hold a function – please alert the Function Coordinator if you are not yet a member. You will be responsible for all non-members attending the function.

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 one (1) week– but cannot be considered confirmed until the deposit is paid.

Deposits:

- A deposit equivalent to the standard room hire fee is required to confirm your booking. Additionally, we require the booking form to be filled out and your nominated credit card details will be held on file. Your deposit will be returned in the case of cancellation of the event, with more than four (4) weeks' notice (in writing).
- No refund will be made where less than four (4) weeks' notice is given.
- Short notice cancellation less than two (2) weeks before the event will render the hirer liable to pay all costs that have been incurred by Balgowlah RSL in preparing for the event such as catering, staffing, entertainment, and security costs.

Final Payment:

- Full payment for the function is required ten (10) days 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, card, or eft. Please note card payments of \$2,000.00 and over will incur a 1.5% fee.
- If the payment isn't received in the agreed-upon time Balgowlah RSL holds the right to cancel the event, withholding the deposit.
- If any outstanding balance, for example, the bar tab, is not paid within seven (7) days from the conclusion event, the credit card on file will be charged.

Room Hire:

The room hire fee allows the rental of the Function Room to an agreed finish time; any extension of that finish time will be at the discretion of the Club Duty Manager and will incur an extra charge.

Guests and Non-Members Guests are required to follow the rules & 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 a 5km radius, they must sign the Function Sign-in Sheet or Visitor's register upon arrival.
- Members of other RSL clubs may enter if they produce their membership card.

T&CS

Catering Requirements:

·Confirmation of the number of guests attending the function is required at least ten (10) days prior to the event, food and beverage catering will be charged on the confirmed amount. If final numbers are not provided within the outlined timeframe the last provided numbers will be final.

·Final details of catering requirements must be given ten (10) days prior to the commencement of the event. If requirements are not supplied Balgowlah RSL reserves the right to make selections on your behalf based on any previous information given.

·Responsible Service of Alcohol - Balgowlah RSL staff adhere 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. Food must be provided for all events supplying alcohol and a minimum food requirement may apply in keeping with our best practices.

Allergies:

Whilst all efforts are taken in relation to special diet requests, it must be noted that within our kitchens we handle nuts, seafood, shellfish, sesame seeds, wheat flour, eggs, fungi and dairy products, along with all manner of fruits, vegetables and meats. Customer dietary requests will be catered for to the best of our ability. Individuals with health-threatening allergies or food intolerances, must be made aware of the possibility of trace allergens (by the event organiser) and dine at Balgowlah RSL using their own discretion. Allowances will be made should a guest want to bring their own food due to a life-threatening allergy.

No Outside Food & Beverages:

No food or beverages of any kind are permitted to be brought onto club premises. Please contact the function coordinator for any exceptions.

Smoking:

Balgowlah RSL advises that there is a covered smoking balcony on Level 1 of the Club and the Function Rooms are smoke-free environments.

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 organiser should ensure they have sufficient insurance to cover loss, damage, and third-party claims. Any company booking a private event at Balgowlah RSL shall provide a Public Liability Certificate upon request.

Member Draw Night:

Balgowlah RSL reserves the right to cancel a scheduled event or offer alternate dates if the proposed event coincides with a significant Member Draw Night. In such cases, the club will provide reasonable notice to the event organiser, and every effort will be made to find a suitable alternative date for the event. The Function Coordinator will work closely with the organiser to minimise any inconvenience caused by such rescheduling.

T&CS

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 WH&S policies
- Decorations are not to be taped to walls, ceiling, doors, or stage. Blu tack is permitted, however, if any damage is caused as a result – Balgowlah RSL reserves the right to charge any reasonable repair fees.
- Balgowlah RSL does not permit the use of confetti, if confetti is used without permission from the Function Coordinator, additional cleaning fees will be charged.
- All decorations are to be removed from the club at the close of the event, no decorations are to be left within the venue, any decorations left will incur disposal fees.

Surcharges:

Sundays incur a 30% overall surcharge and Public Holidays will be priced on request.

Prices:

All prices are inclusive of GST. Every endeavour is made to maintain prices as printed; however, these may be subject to change due to seasonal availability &/or significant market price fluctuations.

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 audio-visual equipment that is included. Sub – Contractors, are required to supply the Club with a copy of their Public Liability Insurance.

Cleaning Bond:

A \$200.00 cleaning bond is required for all events, the bond (or part thereof) may be forfeited in the event of any damage, loss, destruction, or theft of Club property or in the event that an additional cleaning fee is required. The final inspection will take place by management at the conclusion of the event and the client will be notified of the outcome within 3 days of the event. The bond will be charged to the credit card details on file.

Renovations:

Balgowlah RSL reserves the right to undertake renovations or improvements within the club premises that may be necessary for compliance and maintaining a viable business. In the event that renovations are anticipated to be too disruptive to scheduled functions, the club will provide a minimum of four (4) weeks' notice to the affected party. The club will make reasonable efforts to minimise any impact on scheduled events, and alternative arrangements may be discussed with the Function Coordinator.