



The ideal setting for your next Function

COFFEE BREAK 2010-2011

Prices valid from 1st June 2010 to 31st May 2011. Public Holiday surcharges may apply.

Please feel free to speak with us about your specific catering requirements and allow us to adjust or create a package to accommodate your needs.

*Cnr Back Kootingal & Nundle Roads Nemingha Tamworth NSW 2340
www.pavillion.com.au*

Po Box 4050 Nemingha NSW 2340
Cnr Back Kootingal & Nundle Roads
Nemingha
Tamworth NSW 2340



tel 02 6760 9247
fax 02 6760 9346
email functions@pavillion.com.au
www.pavillion.com.au

Coffee Break

Venue Hire \$55 per hour, \$75.00/ half-day OR \$135/day (8.30am to 5.00pm weekdays)
Payable on Booking
Minimum 10 people unless otherwise stated

The *Pavillion* Function Centre & Gardens is nestled amongst four acres of delightful scenery that creates an ideal setting for an elegant and private event. Our fully licensed venue can cater for up to 160 guests for a seated meal, 250 in theatre seating or 350 for a standing affair.

Our catering selections that follow are suitable for arrival coffee during conferences and seminars, and when a continuous self serve coffee station is required during meetings

TEA AND COFFEE

Freshly brewed coffee and selection of teas

\$3.50 per person

Freshly brewed coffee and selection of teas with fruit juices

\$6.00 per person

Continuous brewed premium coffee with a selection of infused teas

\$7.70 / person

OR

\$140.00 / hour (*24-30 people*)

BEVERAGES

Selection of orange, apple, pineapple, apple and guava juice
Each caraffe of juice holds 1 litres and serves between 5-7 people

\$3.70 per person OR **\$20.00 per caraffe**

MORNING AND AFTERNOON TEA

Selection of Freshly Baked Cookies

\$4.50 / person

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Traditional Scones with Jam & Cream

or

Chocolate, Carrot or Banana Cake

or

Mixed Selection of Muffins & Danishes

or

A Variety of Homemade Slices

All Selections served with a selection of Teas & Freshly Brewed Coffee

\$7.50 / person



Coffee Break

Platter Options

Mixed Sweets Platter

A selection of Chocolate Brownie Slice, Chocolate Caramel Slice, Mini Lemon Tarts, Homemade slices & Friands

- Small Platter (10 mixed items) - **\$33.00 per platter**
- Medium Platter (15 mixed items) - **\$49.50 per platter**
- Large Platter (20 mixed items) - **\$65.00 per platter**

Fresh Fruit Platter

A selection of fresh, seasonal fruit

- Small Platter (up to 15 people) - **\$35.00 per platter**
- Medium Platter (up to 25 people) - **\$49.50 per platter**
- Large Platter (up to 40 people) - **\$65.00 per platter**

Dried Fruit & Cheese Platter

Assorted cheeses and dried fruits served with nuts, lavish and crackers

- Small Platter (3 cheeses) - **\$41.00 per platter**
- Medium Platter (4 cheeses) - **\$52.00 per platter**
- Large Platter (5 cheeses) - **\$65.00 per platter**

Muffin Sized Quiches

Variety of fillings (Vegetarian available)

- Small Platter (20 quiches) - **\$39.00 per platter**
- Medium Platter (30 quiches) - **\$59.00 per platter**
- Large Platter (40 quiches) - **\$79.00 per platter**

Hot Finger Food Platter

Three Hot and Two Cold food selections form the Canape List

- Small Platter (up to 12 people / 28 pieces) - **\$38.00 per platter**
- Large Platter (up to 40 pieces) - **\$75.00 per platter**

(Options available for your specific amount of guests)

Mixed Platter from all of the above platter selections

Large Platter (approx. 35 people)

\$65.00



Coffee Break

Looking for something a little more substantial? Try our working lunch options below, or indulge in a seated three-course meal

Gourmet Sandwiches

Chefs seasonal selection of gourmet sandwiches, wraps & rolls

\$10.00 per person

or

Light Working Buffet

Gourmet sandwiches, Salads, fresh fruit platter and a selection of homemade slices & Cakes served with Tea, coffee & juice - \$17.50 p/person

Country Style BBQ

*Fine butcher select Meats and Sausages, fresh bread rolls, salads and fruit platter
Served with Tea, coffee & soft drinks / juices - \$22.50 p/person*

Hot Gourmet Buffet

*Your choice of 2 hot gourmet dishes, with salads and dinner roles, fresh fruit platter and a selection of Homemade slices & cakes
Served with Tea, coffee & soft drink / juice - \$32.50 p/p*

Sit Down Packages

1 Course Main meal package

Main Meal Only	~	Monday-Friday	\$23.00 p/p
	~	Saturday-Sunday	\$27.00 p/p

2 Course meal package

Main & Dessert	~	Monday-Friday	\$35.00 p/p
	~	Saturday-Sunday	\$39.00 p/p

Entrée & Main	~	Monday-Friday	\$40.00 p/p
	~	Saturday-Sunday	\$45.00 p/p

3 Course meal package

Entrée, Main,	~	Monday-Friday	\$48.00 p/p
& Dessert	~	Saturday-Sunday	\$55.00 p/p



Refreshments

Beverage packages

One hour	\$12.50 p/p
Two hours	\$16.50 p/p
Three hours	\$20.50 p/p

Includes - Basic Beers, Rosemount Estate Wines, champagne cocktails, non-alcoholic punch, and soft drinks. A full range of spirits and premium beers are available for purchase or on account. Cash bar or account is available outside of three or four hour package.

OR

Drinks charged on consumption

	Glass	Bottle
Pavillion Signature champagne cocktail	- \$4.50	
Rosemount Estate Road Dry White Wine	- \$4.20	\$19.75
Rosemount Estate Road Dry Red Wine	- \$4.20	\$19.75
Stony Peak Brut Reserve (NV)	- \$4.50	\$20.50

Alternative wines are available from our full wine list, or by special request

Beer

Hahn Premium Light	- \$4.50
Tooheys New, Old, Extra Dry, XXXX Gold	- \$4.80
Corona, Crown Lager, Five Seeds	- \$6.50

Soft Drinks

Pavillion Signature Punch	- \$3.70
Coca Cola, Diet Coke, Lemonade, Dry Ginger Ale, Tonic & Mineral Water	- \$3.00
Orange, Apple, Pineapple Juice	- \$3.20

Spirits

Includes mixer

Standard nip	- \$6.00
Liquers nip	- \$6.20
Premium nip	- from \$6.50



Function Booking Agreement

Confirmation of Bookings: Your booking is not confirmed until a deposit is received. We hold tentative bookings for **7 days only**, and if we do not receive confirmation and a deposit we will release the date without further notice.

Confirmation: To confirm your booking we require a signed copy of this **Function Booking Agreement** to be returned to us with the requested deposit (room hire / deposit).

Payment: The contract signatory is liable to pay all money due under this agreement. We do not provide credit. All function accounts must be paid with Electronic Funds Transfer, Cash or Bank Cheque at least 3 working days before the date of the function. Personal or Company cheques are only accepted with prior approval.

Final Numbers: The final numbers are to be confirmed at or before midday at least one week before the event. This will be the Guaranteed Number. Increases up to 10% are acceptable if adequate notice is given. It is your responsibility to notify us of final numbers. Charges will be based on the Guaranteed Number or the actual number attending whichever is greater.

CANCELLATIONS: In the event of cancellation the following terms will apply:

1. All cancellations must be made in writing.
2. If the booking is cancelled more than 3 months from the function date, the deposit will be refunded in full.
3. If the booking is cancelled less than 3 months from the booked date, the deposit will only be refunded if the function is resold for a function of a similar size.
6. For functions cancelled 1 month or less before the function date, the cancellation fee will be equal to the full deposit price.

Venue Hire Charges: The cost for daytime Venue Hire (including function centre & gardens) is \$135.00 (payable as deposit). Additional and surcharges may apply for Evening, Sunday and Public Holidays.

Time Extensions: A labour surcharge will be payable for any function that continues beyond the agreed time and must be by arrangement with Management.

Equipment Hire Charges: Charges apply for all special equipment or facilities provided for each function – please discuss costs and needs with management.

Additional meals for musicians, video people and photographers can be provided upon request at the appropriate cost.

Consumption of Outside Food and Beverage: Function organizers are not permitted to supply their own food or beverages without the prior approval of management.

Delivery and Pickup of Equipment: The Pavillion must be advised of all deliveries and collections made on behalf of the client. Payment for deliveries of goods must be made by the client in advance



Function Booking Agreement

Responsibility:

1. The patron assumes responsibility for all damage caused by them or any of their guests, invitees or other people attending the function, whether in the function rooms or in another part of the grounds.
2. General and normal cleaning is included in the cost of the venue hire charge, but additional charges may be payable if the function has created cleaning needs above and beyond normal cleaning.
3. The Pavillion will take all necessary care but will not accept responsibility for damage or loss of any client's property in the centre before, during or after a function.
4. The patron is responsible to conduct the function in an orderly manner and in full compliance with the rules and House Policy of the The Pavillion management and all applicable laws. We reserve the right to intervene if a function's activities are considered illegal, noisy or offensive.
5. The Pavillion reserves the right to refuse the service of alcohol to any guests it considers to be under age or intoxicated or behaving in an offensive manner.

Please read the above agreement carefully, sign it below and return it to The Pavillion Function Centre:

Postal Address:

The Pavillion Function Centre
PO Box 4050
Nemingha NSW 2340
Fax: 02 6760 9346
E-Mail: functions@pavillion.com.au

I have read and accept the conditions stated in this Agreement,

Date of Function _____ Number of Guests: _____

Name/s in Full: _____

Address: _____

Email / Ph: _____

Signature _____ Date _____

Deposit enclosed: \$ _____

Payment Method

Cash Bank Cheque Personal / Company Cheque EFT (see eft information below)

Cheque No _____ Date of deposit _____

<p><u>PAYMENT ADVICE</u> <i>Cheque, Money Orders or Eft payable to:</i> The Pavillion Function Centre <u>EFT Information</u> Commonwealth Bank BSB: 062 602 Acct: 1046 3063</p>
