



Functions & Events

watergardens
HOTEL



Take a seat and be a guest at your own event.



The Lineal Room



Comfortably catering for up to 100 guests cocktail style or 50 guests seated, the architecturally designed function space is perfect for your event. From intimate celebrations to larger evening events, conferences or meetings, the contemporary and open plan room offers you the flexibility to create a bespoke space for your event. Additionally, the Lineal Room features a projector, audio visual facilities and an exclusive heated alfresco area for your guests to enjoy.

Room dimensions: 5.7 square metres by 15.2 square metres.



The space to create a memorable experience.



Private Dining



PACKAGES SUMMARY

BANQUET PETIT

2 course banquet catering for up to 40 guests per sitting. Offering a choice of either an entree and main, or main and dessert.

Additional sides are available upon request.

BANQUET CELEBRATION

3 course banquet catering for up to 40 guests per sitting. Offering each guest a delectable entree, main and dessert.

Additional sides are available upon request.

THE ULTIMATE BUFFET

A collection of 12 dishes, including a variety of entrees, mains, roasts, vegetarian options, desserts and much more.

This package is perfect for events catering for up to 50 guests.

BEVERAGE PACKAGES

Choose from 3 types of drink packages, each varying to suit your specific event needs.

Casual Sippers

Tap beer & house wines

Feeling Thirsty

Tap beer, house wines & spirits

The Celebration

Tap beer, house wine, spirits & arrival cocktail

All packages include soft drink & juice options

Buffet Options

THE ULTIMATE BUFFET

An absolute crowd pleaser. Your guests are guaranteed to love every moment of your event.

Choose 1 salad and 2 of every other categories available. Additional complimentary condiments include warm oven baked dinner rolls and mesclun lettuce with balsamic vinaigrette and French dressing.

Included, complimentary seasonal fruit salad.

Min guests 20, max guests 60.
\$55 per adult / \$30 per child (12 years under).

SALADS

Beetroot and vegetable salad
Russian salad
Waldorf salad
Quinoa and vegetable salad
Chickpea and vegetable salad
Roasted pumpkin and kale salad
Caesar salad
Mixed bean salad
Potato salad with bacon

MAINS

Grilled chicken breast with mushroom sauce
Steamed fish with orange beurre blanc sauce
Beef lasagne
Beef curry
Lamb korma
Lamb rogan gosh
Butter chicken
Beef stew or orcasserole
Irish lamb stew or casserole
Sweet & sour (chicken, fish or pork)
Fish & chips

ROASTS

Roast pork with gravy and apple sauce
Roast beef with gravy and grain mustard
Roast lamb with gravy and mint jelly

VEGETARIAN

Baked vegetables
Roasted potatoes
Potato gratin
Roasted root vegetables
Steamed vegetables
Grilled seasonal vegetables
Mater paneer (Indian cottage cheese and peas)
Palak paneer (Indian cottage cheese and spinach)
Khumb mater (mushroom and peas)
Vegetable korma
Dal makhani (black lentils)

STAPLES

Steamed rice
Pulao rice
Pasta with napoli sauce
Pasta with mushroom cheese sauce
Pasta with carbonara sauce
Stir fried noodles with vegetables
Fried rice with egg/chicken/vegetable/mixed
Mushroom risotto
Saffron rice

DESSERTS

Chocolate or mango mousse
Crème brûlée
Trifle
Assorted gateaux platter

Banquet Menu

ENTREES

Greek Salad (vg, gf)	\$16
Lettuce, onion, tomato, olives, cucumber, feta, greek dressing	
Caesar Salad	\$18
Baby cos, bacon, egg, parmesan cheese, bread croutons, caesar dressing	
Antipasto Platter (serves 6-8 persons)	\$95
Cured salami, smoked ham, cheddar cheese, sun-dried tomatoes, marinated olives, pepper bells with feta, lavosh & bread sticks	

PIZZA

Margherita (vg) / Spinach & Feta (vg)	\$14
Americana / The Lot / Hawaiian	\$16

MAINS

Chicken Parmigiana or Schnitzel	\$20
Salad, chips	
Braised Lamb Shank	\$30
Gravy, mashed potato, ratatouille vegetables	
Cajun Spiced Atlantic Salmon (gf)	\$32
Hollandaise sauce, mash potato, sautéed vegetables	
Gourmet Pie (Braised Beef or Braised Lamb)	\$22
Gravy, mashed potato	

DESSERTS

Homemade Chocolate Pudding	\$11
Chocolate sauce, vanilla ice cream	
Homemade Sticky Date Pudding	\$11
Caramel sauce, vanilla ice cream	
Chocolate or Mango Mousse	\$12

(vg) – Vegetarian, (gf) – Gluten Free

Canapé Menu

WOOD FIRE PIZZAS | \$16

Each pizza is cut into 10 pieces

Americana
Tomato & Basil
The Lot
Hawaiian

STARTERS | \$45

Gourmet bruchetta
Tuna, pepper, mayonnaise on toast bites

ANTIPASTO PLATTER | \$85

Cured salami, smoked ham, cheddar cheese, sundried tomatoes, marinated olives, pepper bells with fetta (serves 6 - 8 guests)

VEGETARIAN BITES | \$90

Your choice of assorted or any one kind (40pcs)

Crumbed mozzarella sticks with pesto aioli
Mini vegetable dim sums with sweet chilli sauce
Mini vegetable samosas with tomato sauce
Vegetable spring rolls with sweet chilli sauce

SANDWICHES & ROLLS | \$55

Your choice of assorted or any one kind (40pcs)

Tomato & tasty cheese
Smoked ham & tasty cheese
Chicken salad baguette roll
Roast beef baguette rolls

PUB FAVOURTIES | \$105

Your choice of assorted or any one kind (40pcs)

BBQ chicken wings with bbq sauce
Mini pulled pork sliders
Mini beef sliders
Mini dagwood dogs with tomato sauce
Crumbed calamari rings with tartare sauce

CROWD PLEASERS | \$90

Your choice of assorted or any one kind (40pcs)

Sausage rolls
Assorted party pies
(Beef & pepper, lamb & rosemary, chicken curry)
Mini assorted quiche
(Spinach & ricotta, loraine, cheesy chorizo)
Mini assorted pizzas
(meat lovers, hawaiian, supreme)

PREMIUM SELECTION | \$75

20 pcs per selection

Assorted sushi platter (with pickle, ginger and wasabi)
Crumb fried prawns
Duck spring rolls
Arancini balls
Pork & shitake gyozas
Sweet chilli chicken tenders

SWEET TEMPTATIONS | \$90

Your choice of assorted or any one kind (40pcs)

Black forest cake
Flourless orange milk chocolate cake *GF
Baked passion fruit cheesecake
Caramel toffee cheesecake
Chocolate chip cheesecake
Tiramisu

ADDITIONAL OPTIONS

Gluten free pizza (to be specified) \$24
Vegan pizza \$24
Gluten free 2 course meal \$60 per person
Fruit platter (6-8 guests) \$90
Cheese platter (8-10 guests) \$135
Bowls of wedges \$9
Bowls of chips \$9

Booking

CLIENT DETAILS

Name: _____

Company: _____

Email: _____

Phone: _____

EVENT DETAILS

Occasion: _____

Guests expected: _____

Date: _____

Time: _____

Room set-up: _____

Room decorations: Yes/No

Audio visual requirements:

CATERING

Menu option(s):

Special dietary requirements:

OTHER COMMENTS

CLIENT SIGNATURE: _____

DATE: _____

By signing this form, you confirm that you have read, understood and accepted the terms and conditions set by the Watergardens Hotel as outlined in the Function Pack provided.

FUNCTION COORDINATOR: _____

Food Waiver

FOOD ALLERGY STATEMENT

Here at Watergardens Hotel we take allergies and intolerances seriously. If you suffer from any food allergies and tolerances, please speak to your function co-ordinator before consuming food from our menu. We do our best to accommodate specific requests, however we cannot guarantee that our meals are entirely allergy free due to traces of allergens in every day ingredients.

CLIENT WAIVER FORM

Although candy/sweet/lolly bars are welcome, they are purchased from sources other than Watergardens Hotel. The client therefor waives any and all claims of any nature what so ever and releases the Watergardens Hotel from any and all responsibility arising from the purchase of food from sources other than the Watergardens Hotel. Any food items are strictly for candy bars only. Any other items will not be approved.

Your signature is required on this statement as confirmation that you have read and understood this statement.

I acknowledge that any food purchased from Watergardens Hotel is unable to be taken of premise.

EVENT DATE: _____

CLIENT PRINT NAME: _____

DATE: _____

CLIENT SIGNATURE: _____

By signing this form, you confirm that you have read, understand and accept the terms and conditions set by the Watergardens Hotel as outlined in the Function Pack provided.

COORDINATOR PRINT NAME: _____

DATE: _____

COORDINATOR SIGNATURE: _____

OTHER COMMENTS

Terms & Conditions

Dietary Requirements & Food:

All dietary requirements are to be submitted and confirmed at the time of the final food payment, 14 days prior to the event. If special Dietary requirements are not notified to your functions coordinator during your final appointment, it is not guaranteed that we will be able to cater the request. Food licensing, prohibits food produced on premise to be taken off the premises. Kitchen closing time is 9.00pm, the last hot food platter must be served by 9.00pm. Candy bars and celebration cakes are welcome however all food products brought externally must be approved by the functions manager and you maybe required to sign a disclaimer. Stock from functions left behind must be collected within 10 days of function date or communication must be made with the functions manager directly in regards to pick up. After the 10 day period has expired, management will consider the stock as abandoned and reserve the right to dispose or remove the stock from the premises.

Room Hire & Minimum Requirements:

All prices quoted are inclusive of GST. Whilst every effort is taken to maintain prices, these are subject to change.

Room Hire Rates:

Monday - Friday: \$200
Saturday - Sunday: \$400

Minimum Spend Fri - Sun:

20-50 guests: \$300 food | \$450 drinks.
51-100 guests: \$500 food | \$600 drinks.

Weekend functions are required to have a minimum number of 50 guests or more.

For day-use bookings, there is a minimum spend required for the function room.

\$450 for food | \$400 for drinks.

This price is set regardless of however many people are confirmed to attend the event. Prices can be negotiated for smaller functions of 15 guests or less. Drink packages are subject to change due to seasonal menu or promotional drinks

Final Payment:

All catering requirements are to be made at least fourteen (14) days prior to the date of your function. Final numbers are required seven (7) working days prior to the event. Please note this number will form the basis for final charging. If payment is not received, the venue reserves the right to cancel the function.

Any drink tab must be paid in full upon conclusion of function. 15% surcharge on food and beverages applies to all bookings placed on public holidays.

Confirmation of Bookings:

To confirm a booking, a minimum deposit of \$200 is required. This payment should be made within seven (7) days of booking to secure the date; this can be made using a credit card, eftpos or cash. A driver's license is also required to confirm the booking and is photocopied as security. The \$200 deposit will be used as the bond.

Guest Entry:

Guest entry to the function will only be permitted in accordance with agreed start and finish times. The venue reserves the right to refuse entry to any patron in accordance with normal responsible service of alcohol procedures. Minors are welcome to attend functions only when accompanied by a Legal Guardian. ID is required for every guest attending any private function at Watergardens Hotel. Anyone unable to provide proof of age - 18+ years with the approved forms of ID (Key Pass, Driver's License or Passport) or who is NOT accompanied by a parent/ legal guardian may not be permitted entry.

Decorations:

Any additional equipment/ decorations or props required, other than those supplied by the venue, must be confirmed with the function coordinator a minimum of two weeks prior to the date of the function. Venue must approve all equipment or decorations, and reserves the right to disallow any material deemed offensive or dangerous. It is the responsibility of the host to ensure additional equipment and or decorations are removed from the venue at the completion of the function.

Unauthorized decorations include: Glitter, scattered foil, confetti, confetti-balloons, wax candles, and sparklers. All balloons must be weighted. No adhesive is to be used on the walls of the venue. Additional services such as linen hire is available for \$5 (large) and \$3.50 (small), this is to be confirmed on final appointment date.

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 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 personal property of function guests left at the venue prior to or after the function. It is recommended that all client goods be removed from the venue immediately after the function. The bond will be refunded within a 48 hour period after the function, if it has not been forfeited. The bond will also be forfeited if there is any damage to the hotel caused by any guests of the function

Music & Entertainment:

Strict conditions apply to entertainment volume, in consideration of the hotel's patrons. Solo, duo or trio acts along with DJ's and Juke Boxes are permitted. All entertainment must be authorized by the hotel Functions Coordinator and equipment inductions are welcome prior to the function date. Should the venue request the volume of the music be reduced it is expected that this will be changed immediately.

Equipment & Audio Visual:

A large projector and screen which is Apple and Windows products compatible with HDMI and USB ports is available. Flip chart and microphone is also available upon request. Public liability may be required for use of external equipment.

Security:

Security will be required at client cost. Please see below:
40 guests = 1 guard
60 guests = 2 guards
90 guests = 3 guards
130 guests = 4 guards
This payment is to be made with final food payment, 2 weeks before and is non-refundable. Additional staff member is available at \$35 per hour. This payment is to be made with final food payment, 2 weeks before and is non-refundable. Additional staff member is available at \$35 per hour.

Cancellations:

Canceling a function after the deposit has been paid can only be done by consulting directly with the function coordinator, and only the person who paid the initial deposit. In the event of a cancellation the following terms will apply regarding refunds:

4 weeks prior: Full refund
Within 14 days: 50% refund
Within 7 days: No refund