

FERRY ROAD
TAVERN

Function Pack



Ferry Road Tavern

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Welcome to Ferry Road Tavern and thank you for considering our venue for your function.

We cater for all types of functions:

- Birthday's
- Corporate meetings
- And More
- Engagements
- Anniversary's
- Christmas party's

With the assistance of our professional team we can make your celebration one to be remembered. The Ferry Road Tavern will endeavour to meet any special requirements you may need.

Our Function Room is perfect for those who would like a private area which is located up stairs looking over our venue you have your own Bar, Toilet facilities, fully air-conditioned room and many added extra features.



Function Room

We can cater from 10 to 90 people. You are free to organise any entertainment you like from a DJ, jukebox or even a karaoke machine, whatever keeps you partying until the early hours! The room is fully air-conditioned, please note we do have Sound restrictions which we will be happy to explain these to you.

Room Hire

Corporate Functions – Conference Standard room hire is \$150

Data Projector, screen, microphone & Whiteboard

Should your booking numbers be below 40ppl an extra cost for bar service will apply.

Bar service \$25 per hours, min 3 hours = \$75

Party / Celebration Function- Room hire is \$0 when you spend a minimum spend of \$200 on food.

Data Projector, screen, microphone & Whiteboard

Security

Security may be a requirement depending on the type of function you are having. Security cost is \$40.00 per hour, min of 4 hours.

Seating Arrangements and Capacity

- U-shape Style = 40 people
- Theatre Style= 70people
- Sit down Dinner= 60 people
- Cocktail Style = 90 people

Set up and Decorations

Each function held at Ferry Road Tavern has a basic room set up which includes white table clothes, napkins, plates and cutlery. Additional items like a projector and whiteboard can also be provided at an additional cost.

Data Projector, screen, microphone & Whiteboard - \$50

Tea and Coffee (unlimited) \$2 per person

We do offer the option of helium balloon which we can organise to have in colours of your choice they can be presented either loose at a cost of \$2 each or a bundled of 5 balloons for \$10.



PLATTERS

TRIO OF HOMEMADE DIPS:	\$45
Chef's selection of dips served with freshly toasted Turkish bread	
FRESH SEASONAL FRUIT:	\$55
A Selection of seasonal fruit	
SANDWICH PLATTER:	\$75
A selection of gourmet sandwiches and wraps.	
PASTRY FAVOURITES:	\$65
A selection of mini pies, sausage rolls, spinach and ricotta triangles and quiches.	
ASIAN PLATTER:	\$65
A of Spring Rolls, Fried Wontons, Samosas, Money bags, and Dim Sims served with Sweet chill & Soy Dipping Sauces	
SEAFOOD SELECTIONS	\$75
A tasty mix of prawn twisters, salt and pepper calamari, fish bites and potato wedges.	
CHICKEN LOVERS:	\$75
A selection of Chicken wings, skewers and bites	
GOURMET CHEESE PLATTER:	\$75
A tasty arrangement off Australian cheeses, served with water crackers, quince paste, marinated olives, cocktail onions, dried fruit and grapes.	
DESSERT PLATTER	\$55
A selection of gourmet cakes and slices	

Plate up Cost:

Alternate drop dinner options are available on request and prices start from \$25 per head depending on what you option you choose.

We are happy to cater to your needs and can arrange a menu to suit your function requirements

STANDARD FOOD PACKAGE: \$25.00 per head

Main option available only, breads included

Choice of any 2 mains for Alternate drop

PREMIUM FOOD PACKAGE: \$35.00 per head

Entrée and Main OR Main and Dessert option available only

Choice of any 2 entrees/2 mains OR 2 mains/2 desserts for Alternate drop

DELUXE FOOD PACKAGE: \$49.00 per head

Entrée, Main and Dessert option available

Choice of any 2 entrees, 2 mains and 2 desserts for Alternate drop

Terms and Conditions

Deposits/ Bookings/ Payment

Tentative bookings will be held for 48 hours. For a function date to be confirmed past this time, a deposit of \$150 will need to be made. All food requirements will need to be finalised within 7 working days prior to the function. Payment can be made by Credit Card (phone/ personally), Cash (personally) Please note we do not accept cheques.

Should you require a Tax Invoice please request this from the Manager completing your booking.

Pricing listed throughout this document and in the attached platter menu is subject to change without notice. Once your deposit is paid however, the price will remain the same. Beverage prices are subject to change without notice and are based on CPI increases.

Cancellation

We do understand that sometimes plans have to be changed. Full refund of your deposit will be made where 30 days' notice is given in writing. Function Cancelled within this 30days time period, deposit will only be refunded if the room can be re-sold.

Property Damage

We understand that items or gifts may be left behind at the conclusion of the function. Whilst we take all due care with these items, we do not take the responsibility for any items that may be lost, stolen or damaged. The client holds sole responsibility for any damage that the hotel may incur during a function, including their set up time. This includes, but not limited to, any equipment that may be damaged. Should any person or object sustain any injury or damage, The Ferry Rd Tavern reserves the right to seek financial compensation.

Decorating

Decorating may be carried out by the customer however a set up time must be organized with management. Any items needing to be fixed to the walls may only be done so with blue tac, unless prior arrangements have been made.



Responsible Service of Alcohol:

As licensed premises we are not permitted by law to serve any patron that we believe to be intoxicated. Management reserves the right to refuse service to a customer in these circumstances.

Minors:

Minors are not permitted in the venue past 9:00pm and must be accompanied by their parental guardian **at all** times. Their parental guardian must have a reasonable age gap between them. Old enough to be their parent is the general rule of thumb. This does not provide access for the minor (even when accompanied by an adult) to other areas within the Hotel i.e. Main Bar, Gaming, TAB, etc. Minors are not permitted at all for 18th Birthday Functions.

Identification:

The only acceptable forms of proof of age we accept are a current driver's license, a current passport, an 18+ card, Victorian Key Pass. Please note the only International driver's license we accept as proof of age is New Zealand. We reserve the right to refuse service and or entry to any patron unable to provide identification upon request. Please ensure you inform all your guests about the above as no negotiation will be entered into.

If any of the above conditions are breached management reserves the right to refuse entry or request that a patron leave the premises immediately and may result in the cancellation of your function.

Agreement to terms and condition

By signing this agreement, the function contact agrees to abide by Ferry Road Tavern and conditions as outlined in this document

Function Contact name: _____

Date: _____ **Signed:** _____

FERRY ROAD
TAVERN

Information

Details

Function date:

Contact:

Staff contact:

Telephone:

Email Address:

Type of function:

ROOM HIRE

Room hire amount:

**Security \$40/hr:
(Min 5 hours)**

Food & Beverage Amount:

Number of people:

Payment type:

Deposit paid:

Starting time:

Departure time:

Menu:

Drink selections:

Room set up :

Tea & Coffee station:

Water jugs and glasses:

Special requests:

Signed copy of terms and conditions: