



FUNCTION PACK

Thank you for expressing your interest in using The Villa Noosa for your upcoming function.

Located at the heart of Noosa, with some of the best facilities on offer on the coast, we can offer a relaxed atmosphere with quality food and beverages.

Should you have any further queries or you would like to make a booking or view the rooms available, please do not hesitate to contact our Function Coordinator or Management team;

Phone: (07) 5430 5555 **Fax:** (07) 5430 5588

Email: villa.noosa.hotel@alhgroup.com.au

Web: www.villanoosa.com.au

Venue Options

Fusion Bar

Room Hire \$500* **Capacity 150 to 300 cocktail style**

With a large area, it can suit anywhere from 100 people to 300 people. It can be used for product launches, fashion shows, get togethers, birthdays and other parties, wedding receptions.

- A minimum spend of \$2500 (room hire and beverage and food spend counts as part of this)
- Additional charges can apply, as above certain numbers will require a security guard.
- The Fusion Bar is not available on Thursday and Saturday nights from 9pm.
- Due to the location, this area is strictly for 18+ groups.

**Launches / events / shows may attract a higher room hire fee*

VIP 1, 2, 3 and The Hut

No Room Hire **Capacity 12 to 30**

Located in the Fusion Bar, these little areas offer some privacy with a view to the rest of the venue. Ideal for small groups and parties wanting to watch sporting events, have your own area on a club night, quick meeting or just out to have a fun day.

VIP 1, has its own tv and sound running, so while other sports is on in the main bar, you can watch your favourite team or sports person in their event with sound.

- Due to the location of these areas, they are strictly for 18+ groups.
- Under the RSA practices, we ask that a minimum of 2 platters be ordered.

Bistro Function Room

Room Hire \$150* (extra \$100 for a bartender) **Capacity 70 seated / 100 cocktail style**

Tucked away at towards the back of the Bistro, this area can cater for private seated or cocktail style functions or workshops or meetings. With a courtyard attached allowing guests to stretch their legs, to a fully catered bar that keeps your guests from wondering away.

- The bar can cater for upto 4 beers on tap, with also a selection of beers and wines from our beverage list
 - At least one beer on tap, is required to be a light beer option
- Facilities for this area include; big screen projector (VGA and HDMI plugins available)
- In-house music system.
- Linen and chair covers at additional cost. If you have a person / company that can do it instead, you are more than welcome to have them setup the room.
- Courtyard is a non-smoking area.
- Due to licensing conditions, if any entertainment, the courtyard doors would need to remain closed.
- This room is available till midnight each night, except Sundays which is till 10pm.

Bistro Hours

Lunch Monday to Sunday 12pm to 230pm

Dinner Sunday to Thursday 530pm to 830pm

Friday & Saturday 530pm to 9pm

Kids Parties

Ultimate Kids Party

\$15 per person (Must have 10 or more children)

Birthday kid eats free

Platters of food with fish bites, chicken nuggets, pizza, cheerio sausages, chips

Unlimited softdrink with kids sports cup

Balloons / Party Hats / Lollies

Platter of finger food for adults; spring rolls, sausage rolls, chicken and leek mini pies, vegetable samosas

Entertainment

Our Staff are not equipped with blue cards, if you require an entertainer we can organise one for you at an additional cost or as an alternative organise someone you know to entertain the children.

Birthday Cakes

We can organise birthday cakes at an additional cost. Minimum 2 weeks noticed needed and prices may vary.

You are more than welcome to bring in your own and we can plate it up for you for free.

Our staff will fill up your soft drink, clean up, bring out the food and cut up the cake.

Kids Parties can be held in the function Room or in the lounge area next to play area.

Set Menus

There are a variety of menus to choose from, starting at \$22.50 and going up from there. These menus can be chosen for a group for just the restaurant or up-scaling to The Bistro Function Room. With a minimum of 15 people required for a set menu, we can cater all the way to 70 people.

If you have people in your function that are allergic or celiac or vegetarian, we are able to modify dishes to accompany.

The menu can be set up to suit your function with a variety of styles available.

- Alternate Drop Menu
 - Every second person will receives the same meal
- For an extra \$2 per person, the menu can become an individual order style
- If the menus are not to your liking, we are adjustable to customising to suit your occasion. Prices may vary

Please see the attached menus for your perusal.

Cocktail Function

Designed for the sociable side of functions, this allows your family, friends and or co-workers, to be able to mingle with everyone in the room.

With a vast selection of food options to choose from, you can create platters that would suit the style of your crowd, keeping people on the go for the duration of your function.

Please see attached platter option for choices.

Buffet Menu

Designed for those that just want to help themselves and kick back in their function, with the advantage to fill up and socialise amongst you guests.

With a minimum booking of 30 people up to maximum of 100 people to cater for.

See attached buffet options for the choices.



FUNCTION CONFIRMATION FORM

To confirm your function, please complete and fax or email to:

(07) 5430 5588 or villa.noosa.hotel@alhgroup.com.au

Company or Function Name: _____

Name of organiser in lead up to function: _____

Postal address: _____

Mobile: _____ Business Phone: _____ Email: _____

Date: _____ Time: _____ Room: _____ Number of guests: _____

Reason for Function: (Please circle) – 21st / Other Birthday / Hen's Night / Buck's Night / Meeting / Engagement Party / Other _____

Room Set up Style: (Please circle) – Cocktail / Meeting – Boardroom / Meeting – Theatre / Sit Down / Other _____

Equipment (charges apply): Projector (Boardroom only) / Screen / Whiteboard / Flipchart

Extra furniture: _____

Catering required: **Yes / No** (Please note any function where alcohol is served a minimum requirement of food must be ordered)

Bar tender required for Bistro Function Room: **Yes / No**

Selection: _____

Bar Tab: Yes / No Limit: \$ _____ Restrictions: _____

Special requests: _____

Contact person at function (if different to above): _____ Mobile: _____

CREDIT CARD DETAILS

(No booking can be made until this section has been completed in full)

Credit card type: Amex / Diners / Visa / MasterCard

Card number: _____ Date of expiry: _____

Signature of cardholder: _____

Cardholder Name: _____

I agree to the terms & conditions and understand that should the above function be cancelled with in 14 days of the event, a cancellation fee will be deducted from the account nominated. The number of Set Menus and/or platters confirmed 72 hours prior to the above function, is the minimum number that has to be paid for on the day.

Signature: _____ Date: _____

*** If you would like a tax invoice for your function, please either collect on the day or contact our Functions Coordinator on the next business day to get one emailed out to you*

Signature: _____

TERMS & CONDITIONS

The Villa Noosa does not accept **'tentative'** bookings due to the demand of our function rooms. To avoid disappointment we advise that you fax or email your completed Function Confirmation Form with credit card details as soon as possible. Once our Function coordinator has received the form, we can fully secure your booking. No function will be considered booked until our functions coordinator has received this form and confirmed it with you.

Confirmed Bookings

The function confirmation form must be signed & returned to The Villa Noosa to secure the booking date & room. A deposit of just the room hire is needed, we do ask for your credit card details in order to secure your booking. We will only debit the credit card if the function is cancelled within 14 days of the function date or if the function is not paid for at its conclusion. We will not debit your card for a deposit or payment of the function prior to your event.

Menu & Beverage Selections

All arrangements must be finalised **one week** prior to the date of the function. Our function coordinator will contact you prior to this date advising what information is required. Failure to do so may result in some food/beverage options being unavailable. Please note: due to circumstances beyond our control, prices may be subject to change.

Room Hire

Room hire fees are applicable to the use of the Bistro Function Room and Fusion Bar. No hire cost on the VIP & Hut areas. **Please note that we do not allow 18th birthday, bucks or hens celebrations.**

Licensing & House Policy

To comply with QLD law, all guests under the age of 18 years of age must be accompanied by their own parents or legal guardian who must stay with them for the duration of their time within The Villa Noosa. All persons attending the venue must be able to provide adequate identification or proof of age on request at any time. Current passport, proof of age card or drivers license is the only acceptable form of identification.

The hotel reserves the right to refuse entry and or eject patrons for unduly intoxicated / disorderly / failure to provide ID, this is applicable under RSA and Liquor Licensing Laws.

Extra security can be provided or should your event require a guard, cost will be added to the final bill.

Due to our commitment to liquor licensing we do not offer discounted rates for beverages. BYO of beverages and food not accepted. Any children under the age of 18 years of age attending a function, must leave the hotel by 10pm.

Final Numbers

It is essential that numbers be confirmed with our functions coordinator no later than 72 hours prior to any function. The confirmed number of guests will be the number that is catered for and this is the minimum number of guests that you will be charged for.

Payment

Payment for your function will be processed and payable at the conclusion of your function. Failure to make payment will result in your credit card being debited for the full amount of your bill (as authorised by the signature on the credit card details supplied on the Function Confirmation form containing these Terms and Conditions) Unfortunately we cannot accept individual payments. All payments must be made by close of business on the day of your function. We accept all major credit cards including Diners & Amex. We do not accept payment via Electronic Funds Transfer (EFT) or cheques.

Cancellation

A cancellation fee will apply to functions cancelled within 14 days of the event date. A cancellation fee, to the amount of the room hire, or \$100 if room hire is not applicable, will apply. This amount will be deducted from the credit card nominated on the confirmation form. Any cancellations made less than 7 days prior to the event; full charges for everything confirmed will be charged to the nominated card. Any cancellations on day of function for set menu, the extra places will still need to be paid for.

Damage/Personal Property

We accept no responsibility for any gifts or goods at the function, or left behind at the conclusion of a function. No responsibility is taken for the loss of clothing and other personal items left with management or staff.

The client accepts responsibility for costs for any equipment, furniture, fittings or parts of the building damaged by their guests and associates. Cost of any excess cleaning or fixing of property damage will be assessed by the Venue Manager at and passed onto the client. No nails, staples, screws, blu-tac or other materials are to be attached to walls, doors or other parts of the building without prior consultation with the Venue Manager or Functions Coordinator. No responsibility will be accepted by the Villa Noosa for loss or damage of your equipment.

Name: _____ **Signature:** _____ **Date:** _____

Cocktail Function Menu

Full Platters

(Each platter feeds up to 8 people)

☐ Mixed Party Platter \$80
Spring rolls, samosa's, pies, sausage rolls

☐ Mini Pastry Platter \$60
Mini Beef Pies and Sausage rolls

☐ Quiche Platter \$70
Mini Quiche Selection

☐ Spring Roll Platter \$60

☐ Pizza Platters \$40

Choose 3 from our selection of Traditional 8" pizzas

☐ Ham & Pineapple ☐ Pesto Vegetarian ☐ BBQ Meat Supreme
☐ Margarita ☐ Spicy pepperoni

Create a platter/s to suit your style function

\$11.00 per head (selection of 3) OR

\$19.90 per head (selection of 6)

- ☐ Vegetable Spring Rolls (3)
- ☐ Spinach and Fetta Risotto Balls (1)
- ☐ Mini Butter Chicken Wellingtons (1)
- ☐ Curry Vegetable Samosas (3)
- ☐ Chorizo and Sun Dried Tomato Involturni (1)
- ☐ Crab net Spring Rolls (1)
- ☐ BBQ Meat Balls (3)
- ☐ Steamed BBQ Pork and Cashew Wontons (1)
- ☐ Fish Cakes with citrus Aioli (2)
- ☐ Curry Vegetable Samosas (3)
- ☐ Coconut Prawn on sugar cane (2)
- ☐ Seared Scallops with Pernod cream(1)
- ☐ Oven Baked Mushrooms stuffed w/Goats Cheese and Sour Dough Crumb (2)

Meeting Options

(Morning and Afternoon Tea)

- ☐ Tea & Coffee \$1.50 per head
- ☐ Biscuits \$1.00 per head
- ☐ Muffins and Danish pastries \$3.50 per head
- ☐ Basic sandwich platter \$5.50 per head
(cheese and tomato, egg and lettuce, ham and cheese)
- ☐ Gourmet sandwich platter \$9.50 per head
(BLT on Turkish bread, toasted turkey and camembert, sweet chilli chicken wrap)

Buffet Options

Dinner Rolls and Butter

Salad Selections

- ☐ Pumpkin, Fetta and Spinach
- ☐ Potato Salad
- ☐ Rocket and Parmesan
- ☐ Garden
- ☐ Caesar

Vegetable Selections

- ☐ Cauliflower Gratin
- ☐ Roast Root Vegetable
- ☐ Buttered Green Beans
- ☐ Wilted Asian Greens
- ☐ Garlic and Mustard Chats
- ☐ Honey Carrots

Sauces

- ☐ Rich Beef Jus
- ☐ Mustard Cream
- ☐ Mint Sauce
- ☐ Apple Sauce

Hot Seafood

- ☐ Crumbed Whiting
- ☐ Tempura Prawns
- ☐ Chilli Calamari
- ☐ Beer Battered Fish

Desserts

Mousse Selection

- ☐ Mango Mousse with tropical fruit
- ☐ Dark and White Chocolate Mousse
- ☐ Strawberry mousse with jelly and compote

Pricings:

Package #1: \$39 per person

Dinner rolls and butter
Two salad options
One pasta option
One roast meat
One hot main
One hot seafood
Two vegetable options
Two sauce options
One dessert selection
Tea and coffee station

Pasta Selections

- ☐ Spaghetti Bolognaise
- ☐ Fettuccini Carbonara
- ☐ Linguini Matriciana
- ☐ Fettuccini Alfredo

Hot Mains Selection

- ☐ Mongolian Beef Noodle
- ☐ Butter Chicken Curry
- ☐ Lasagne

Roast Meats Selection

- ☐ Roast Beef
- ☐ Roast Chicken
- ☐ Roast Pork

Cold Seafood

- ☐ Cooked Local Prawns
- ☐ Oysters Natural

Traditional Desserts

- ☐ Apple Crumble and Vanilla Cream
- ☐ Mango Cheesecake

Package #2: \$45 per person

Dinner rolls and butter
Three salad options
One pasta option
Two roast meat
One hot main
Two hot seafood
Three vegetable options
Three sauce options
One dessert Selection
Tea and coffee Station

Cold seafood options available, at market price

Alternate Drop Menu

Menu 1 \$22.50

Starter

Garlic Bread

classic soft and buttery oven baked garlic bread

Mains

Classic Fish and Chips

served with house salad, fresh lemon and tartare sauce

Chicken Parmigiana

crumbed breast topped with napoli, ham and mozzarella cheese served with chips and salad

Menu 2 \$26.50

Starter

Garlic Bread

classic soft and buttery oven baked garlic bread

Mains

Lamb Shank

cooked to perfection and served with mashed potato and char grilled asparagus, finished with a rich port jus

Chicken Cacciatore

tender slices of chicken breast cooked with onions, basil, capsicum, tomato, olives, and white wine, served with creamy potato mash and seasoned vegetables

Dessert

Pavlova

fresh seasonal fruit pavlova with whipped cream and chocolate dipped strawberries

Menu 3 \$38.50

Starter

Garlic Bread

classic soft and buttery oven baked garlic bread

Entrée

Tiger Prawn Spring Rolls

tiger prawns and asian vegetables encased in crispy spring roll pastry, with a plum dipping sauce

Petite Caesar with Grilled Chicken

crisp cos lettuce topped with garlic croutons, egg and crispy bacon, finished with shaved parmesan

Mains

QLD Barramundi

maccadamia crusted barramundi with crushed chats, broccolini, fried capers and a lime beurre blanc

Eye Fillet 200g

Cooked medium and served with sweet potato mash, green beans and finished with a balsamic jus

Signature: _____