

A black and white photograph of a wedding reception. In the foreground, a large, ornate silver punch bowl is partially visible. Behind it, a person in a dark dress is seen from the side, holding a small white card with a black, intricate, heart-shaped lace pattern. The card has the word "Toddy" written on it. In the background, there are several lit candles in glass holders, and a person in a white dress is visible in the distance. The overall atmosphere is elegant and celebratory.

Wedding FUNCTION PACKAGE

Fountain Gate

WEDDING FUNCTIONS



Congratulations on your engagement and thank you for considering The Fountain Gate hotel for your wedding reception.

Our function rooms Jewe1 or 1&2 can cater up to 200 cocktail style or up to 120 sit down. With an entire floor dedicated for wedding receptions, we have everything covered to ensure your special day is one to remember. Our dedicated and professional functions team will provide the highest level of service to every guest ensuring a successful and memorable day.

We invite you to make an appointment for a consultation and view our facilities with our functions co-ordinator and to discuss your requirements.

*Love, Laughter and
Happily Ever After*

Jewel One

ROOM HIRE: \$750

INCLUSIONS:

Private lounge area for guests

Private room for Bridal party

Room configuration

Microphone

Skirted Bridal table

Skirted Gift Table

Skirted Cake table

Classic white linen & serviettes

Professional wait & bar staff

Security guard

Experienced and dedicated events manager to assist
in the planning and preparation of your special day



Jewel Two

ROOM HIRE: \$800

INCLUSIONS:

Private lounge area for guests

Private room for Bridal party

Room configuration

Microphone

Skirted Bridal table

Skirted Gift Table

Skirted Cake table

Classic white linen & serviettes

Professional wait & bar staff

Security guard

Tea & Coffee station

Projector

Experienced and dedicated events manager to assist
in the planning and preparation of your special day

Jewel Three

ROOM HIRE: \$970

INCLUSIONS:

Private lounge area for guests

Private room for Bridal party

Room configuration

Microphone

Skirted Bridal table

Skirted Gift Table

Skirted Cake table

Classic white linen & serviettes

Professional wait & bar staff

Tea & Coffee station

Projector

Security guard

80 Balloons & 9 balloon clusters

Experienced and dedicated events manager to assist

in the planning and preparation of your special day

Jewel Four

ROOM HIRE: \$1460

INCLUSIONS:

Private lounge area for guests

Private room for Bridal party

Room configuration

Microphone

Skirted Bridal table

Skirted Gift Table

Skirted Cake table

Classic white linen & serviettes

Professional wait & bar staff

Security Guard

Tea & Coffee station

Projector

80 Balloons & 9 balloon clusters

DJ

Experienced and dedicated events manager to assist
in the planning and preparation of your special day

Jewel Five

ROOM HIRE: \$2000

INCLUSIONS:

Private lounge area for guests

Private room for Bridal party

Room configuration

Microphone

Skirted Bridal table

Skirted Gift Table

Skirted Cake table

Classic white linen & serviettes

Professional wait & bar staff

Security Guard

Tea & Coffee station

Projector

80 Balloons & 9 balloon clusters

DJ

Up to 120 fully covered chairs with a sash
(colour of your choice)

Experienced and dedicated events manager to assist
in the planning and preparation of your special day

À La Carte MENU

1 COURSE (m)
\$30
2 COURSE (e/m or m/d)
\$35
3 COURSE (e/m/d)
\$40

Entree

SELECT TWO

Roasted Pumpkin and Rosemary Soup (v)

Potato and Leek Soup (v)

Bruschetta (v)

Salt & Pepper Calamari, served on a bed of Roquette with Lemon wedges

Honey Roasted Pumpkin, Roquette and Feta Savoury Tart (v)

Smoked Chicken Salad with Chilli, Coriander and Lime dressing

Main

SELECT TWO

Chicken Camembert Filo

Chicken breast fillet, baby spinach, camembert cheese and sundried tomatoes wrapped in crispy filo pastry, served with roasted potato and buttered greens and topped with hollandaise

Grilled Salmon Steak

Served with sweet potato mash, buttered green beans and a lemon caper butter sauce

Lamb Shank

Served with creamy mash potato and green peas

Spinach and Ricotta Cannelloni (v)

Topped with napoli and melted cheese, served with a crisp garden salad

Twice Cooked Pork Belly

Served on a bed of jasmine rice and sauteed bok choy and topped with a plum sauce

Dessert

SELECT TWO

Pavlova with Cream, Mixed Berries & Passion Fruit (g/f)

Sticky Date Pudding with Butterscotch sauce

Lemon Meringue Tart with Double Thick Cream and Strawberries

Baked Cheesecake with Double Thick Cream and Strawberries

Chocolate Pudding with Double Thick Cream and Strawberries

All meals
served on
a 50/50
basis

Buffet

MENU

\$34
per person

from the carvery

SELECT TWO

Pork

Beef

Turkey

Lamb

Accompaniments

Rich Gravy

Fresh Bread Rolls

Appropriate Condiments

vegetables

SELECT TWO

Baked Potatoes (g/f)

Roasted Pumpkin (g/f)

Vegetable Medley (cauliflower,
broccoli, carrot)

salads

SELECT TWO

Tossed Garden Salad (g/f)

Greek Style Salad

Potato Salad

Penne Pasta Salad

desserts

SELECT TWO

Fresh Fruit Salad (g/f)

Baked Cheesecake

Chocolate Mousse (g/f)

Assorted Cake Slices

Pavlova with Strawberries,
Passionfruit and Cream

Cocktail

MENU

Menu One

CHOICE OF 8 ITEMS

\$17.50

per person

- Assorted Mixed Pizzas
- Assorted Mixed Party Pies
- Hickory Meatballs
- Asian Basket Medley
- Party Pasties (v)
- Salt and Pepper Calamari
- Sausage Rolls
- Vegetable Curry Puffs (v)
- Battered Fish Goujons
- Spinach and Feta Pastizzi (v)

Menu Two

CHOICE OF 8 ITEMS

\$19.50

per person

- Spicy Chicken Wings
- Mixed Party Quiches
- Assorted Mixed Pizza
- Salt & Pepper Crumbed Calamari
- Party Pie, Pastie and Sausage Roll Medley
- Garlic Chicken Balls
- Satay Chicken Skewers
- Vegetable Curry Puffs (v)
- Spinach & Feta Pastizzi (v)
- Prawn Twisters

Please Note:

If you would like additional or different options they will be charged based on the product requested per person.

All packages are created to a minimum of 50 people.

Any other allergies or requirements, please do not hesitate to enquire with us and we will try to cater for your dietary needs prior to the event.

Food PLATTERS

Each platter
roughly caters
for up to
15 people

Cheese Platter

\$80

A selection of camembert, vintage cheddar & blue cheese served with water crackers and dried fruits

Antipasto Platter

\$70

A selection of marinated grilled vegetable, olives, feta cheese, sundried tomatoes, assorted sliced, cured and smoked meats served with water crackers & Turkish bread

Dips Platter

\$50

A selection of three dips served with water crackers and toasted Turkish bread

Hot Finger Food Platter

\$65

An assortment of baked and fried finger food

Sandwich, Roll & Wrap Platter

\$70

A selection of filled rolls and sandwiches

Seasonal Fruit Platter

\$60

A selection of fresh seasonal fruit

Mixed Sushi Platter

\$70

A mixed selection of sushi with soy sauce

Assorted Cake Platter

\$60

A mixed selection of cakes and slices
(choice of options available)

These platters can be purchased for conference style functions or meetings or added onto function packages to go on the tables or on the bar for cocktail functions.

Kids MENU

\$10
per child
UNDER 12

Main

Chicken Dippers

100% Chicken breast nuggets in a golden crumb. Served with chips and salad and tomato sauce

Mini Schnitzel

Crumbed chicken breast lightly fried. Served with chips and salad and tomato sauce

Chicken Parmi

Crumbed chicken breast fried topped with napol, ham and melted cheese. Served with chips and salad and tomato sauce

Calamari Rings

Lightly crumbed and fried. Served with chips and salad and tomato sauce

Spaghetti Bolognese

Classic Italian beef ragu with spaghetti and shaved parmesan

Dessert

Chocolate Mouse

Frog In A Pond

Terms and CONDITIONS

SORRY,
We **do not**
cater for
18th Birthday
Parties

CONFIRMATION DEPOSIT

- A booking is considered confirmed upon receipt of this signed terms and conditions/booking form and full deposit payment. If either the deposit or this completed form is not received, management reserves the right to cancel the booking and allocate the space to another client.
- A deposit of \$200 or 20% of the estimated function charge whichever is greater, is required to confirm your function.

PAYMENTS

- All pricing we provide you includes GST and are current at the time of printing but are subject to change.
- All quoted items must be paid in full at least:
 - 10 days prior to the event when paid by bank cheque.
 - 72 hours prior to the event when paid by cash or credit card.
- Bar tabs to be settled at the end of the event night by cash or credit card.
- Personal cheques are not accepted.

CATERING & BEVERAGES

- Food and beverage orders must be finalised at least 7 days prior to the event. We may be able to organise after this time, but we cannot guarantee. Please discuss with Management.
- Menu items are subject to market availability.
- The Venue requires to be informed of final numbers at least 7 days prior to the event date.
- In accordance with food and safety compliance, no food supplied by The Venue is permitted to be taken from the premises.

MINIMUM REQUIREMENTS

- Minimum spend requirements on packages apply, based on the starting time and duration of your function.
- If you do not reach the number of guests booked to meet the minimum spend requirements you will still incur the full cost quoted and confirmed with The Venue.

BYO POLICY & ENTERTAINMENT

- Any alcohol brought into The Venue as gifts must be forfeited to us upon entry and will be returned when you are leaving.
- Food and beverage cannot be bought in from an outside source. Cakes are accepted and there may be a small fee for plates and cutlery. Please contact Management if you require any special needs.
- Entertainment bookings made by The Venue for functions require a deposit and a forfeiture policy applies. (If you book entertainment and forfeit, we must contact entertainment and will deduct their due payment).
- We only allow external entertainment in certain circumstances, please discuss with Management.

SIGNAGE & DECORATIONS

- No fixtures, glue, sticky tape are to be adhered to the walls, doors, windows or any space on the premises without prior approval from Management. Any non-approved items may be removed by us or security and may be destroyed.

DELIVERIES & ACCESS

- Please discuss with Management in advance if you require any deliveries to be made to The Venue for any goods.
- Access to your booked function space(s) prior to the function start time may be possible, please discuss with us in advance.

DRESS CODE

- Smart casual dress code rules do apply.
- Themed dress is accepted, although The Venue reserves the right to refuse entry if the dress is offensive to other patrons.

CANCELLATION

- All cancellations must be made in writing to The Venue.
- If a cancellation is made more than 21 days prior to the function, the deposit will be refunded in full less any costs incurred on your behalf.
- If a cancellation is made 21 days or less prior to the function date, 100% of the deposit will be forfeited unless the function is rebooked.
- For booking cancellations in November or December, 100% of the deposit will be forfeited.
- The function space holding time is 30 minutes from the requested time or 15 minutes on Fridays. If this is not met your space may be opened to the general public at Management's discretion.
- If we believe any function/event will affect the smooth running of our business, security or reputation, Management reserves the right to cancel at its discretion without notice or liability.
- In the event of inability to comply with any of the provisions of this contract by virtue of any cessation of interruption of electricity supplies, equipment failure, unavailability of food items, other unforeseen contingency or accident, The Venue reserves the right to cancel any booking or refund any deposit without notice.

SECURITY & CONDUCT

- If you require a security guard to exclusively serve your function, allowing only invited guests to attend, this must be organised at least 1 week prior to the event at a cost of \$50 per hour, per security guard.
- 21st celebrations conditions: for all guests booking a function for 21st celebrations a security guard is required to be present for the duration of the function. Guards will be booked through The Venue at a rate of \$50 per hour, per security guard. All 21st celebrations must be brought to the attention of The Venue. If The Venue is not informed, The Venue holds the right to cancel the function immediately.
- The Venue takes its responsible service of alcohol obligations seriously and you must support any decisions we make in relation to the responsible service of alcohol.
- The Venue has the right to refuse entry or service and remove from the premises any person it deems to be approaching intoxication.
- The Venue has the right to refuse entry or service and remove from the premises any person it deems to be behaving in an improper, abusive, disorderly or anti-social manner.
- In accordance with the Law, minors must be accompanied by a legal parent or guardian at all times.
- You must advise Management if minors are going to attend your function. Management reserve the right to impose additional conditions in relation to minors, including the times and areas that minors may attend.
- You may be required to pay a bond, which will be refunded no later than 7 days after your function providing no damage has been incurred by yourself, your guests, invitees or other persons attending the function, whether in the function room or any part of The Venue. This includes, but is not limited to any breach of The Venue policies or procedures, underage drinking, violence or other anti-social behaviour.

UNFORSEEN CIRCUMSTANCES

- Please be aware that we accept no responsibility for outside weather conditions but will make every endeavour to provide an adequate function area if the conditions affect the booked area or access to it.

The Hirers CONTRACT

Thank you for holding your function at The Fountain Gate Hotel

We are looking forward to accommodating you and your guests for your special event.

To secure your booking, please complete and sign this form and provide payment of your deposit. Until we receive this completed form and process your payment, your booking is not confirmed.

Your payment options can be either of the following:

1. Pay by cash at the venue.
2. Credit card transaction at the venue.
3. Payment by bank cheque. Please allow 7 business days for bank cheque payments to be processed. Terms and conditions apply to all cheque payments and this payment option needs to be advised before booking.

Cheque to be made out to The Fountain Gate Hotel

Event Details

COMPANY NAME.....

ORGANISER NAME

EMAIL ADDRESS

TELEPHONE.....

POSTAL ADDRESS.....

EVENT DATE / /

EVENT TIME

I hereby agree that I have read and understood the terms and conditions pertaining to holding a function at The Fountain Gate Hotel

SIGNATURE.....

DATE.....