HAMPTON PARK

## HAMPTON PARK TAVERN

**FUNCTION PACKAGE** 



TAKE ADVANTAGE OF THE INTIMATE ATMOSPHERE OF OUR 2 FULLY
LICENSED FUNCTION ROOMS AT HAMPTON PARK TAVERN.

BOOK NOW FOR YOUR NEXT FAMILY GATHERING, WORK FUNCTION OR MILESTONE CELEBRATION. BOTH ROOMS HAVE A DECORATED OPEN SPACE, FULLY LICENSED BAR, AV FACILITIES WITH FOXTEL AND USB CAPABILITIES TO MAKE YOUR DAY MEMORABLE.

BOTH ROOMS CAN BE RESERVED SEVEN DAYS A WEEK DEPENDING ON AVAILABILITY. WE HAVE A RANGE OF PACKAGES TO SUIT ALL BUDGETS, INCLUDING A RANGE OF PLATTER OPTIONS.

CHILDREN ARE ALWAYS WELCOME, HOWEVER ANYONE UNDER THE AGE

OF 18 MUST BE ACCOMPANIED BY A PARENT OR GUARDIAN AT ALL TIMES.

## HAMPTON PARK TAVERN

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## OUR ROOMS

## **NORTH ROOM.**

With your own private entrance, the North Room can be turned into an exclusive private room for you & your guests. Featuring a fully stocked private bar with a selection of beer on tap, this room will be sure to make your event memorable. The North Room can accommodate up to 170 people spread across the room and outdoor smoking area. This room is most suited for corporate events as there is a built in projector.

























## **SOUTH ROOM.**

With your own private entrance, this room can be turned into an exclusive private room for you & your guests. The South Room has a kids playground that can be used to create a family friendly event, or it can be closed off to suit your needs. Featuring a fully stocked private bar with a selection of beer on tap, this room will be sure to make your event memorable. The 'South Room' can accommodate up to 200 people spread across the room, and kids playground.





























## **NORTH ROOM PACKAGES**

## NORTH 1 - \$2000

Package 1 allows for up to 100 guests with 2 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$1000 bar tab included
- 3 Silver platters & 2 Gold platters
- Tea & coffee station available for an extra \$50

## NORTH 2 - \$3500

Package 2 allows for up to 100 guests with 2-3 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$1500 bar tab included
- 7 Silver or Gold platters
- Tea & coffee station available for an extra \$50

## NORTH 3 - \$4000

Package 3 allows for up to 100 guests with 4 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$2000 bar tab included
- 10 platters, choose from any tier
- Tea & coffee station available for an extra \$50



## **SOUTH ROOM PACKAGES**

## **SOUTH 1 - \$2500**

Package 1 allows for up to 100 guests with 2 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$1000 bar tab included
- 3 Silver platters & 2 Gold platters
- Tea & coffee station available for an extra \$50

## **SOUTH 2 - \$3500**

Package 2 allows for up to 100 guests with 2-3 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$1500 bar tab included
- 7 Silver or Gold platters
- Tea & coffee station available for an extra \$50

## **SOUTH 3 - \$4000**

Package 3 allows for up to 100 guests with 4 pieces of food per guest.

- 5 hour event
- 1 security guard (additional guard required if supplying a DJ, +\$250)
- \$2000 bar tab included
- 10 platters, choose from any tier
- Tea & coffee station available for an extra \$50

## PLATTER OPTIONS

## **SILVER**

mini dim sims

mini spring rolls (v)

mini samosa (v)

flame grilled meatballs

party pies

## GOLD

chicken chippies

mozzarella sticks

party sausage rolls

party pastie

prawn cigar

popcorn cauliflower

## **PLATINUM**

macaroni & cheese croquettes (v)

chicken garlic balls

satay malay beef skewer

satay malay chicken skewer

pumpkin & spinach arancini (v, gf)

basil pesto arancini (v, gf)

party quiches combo (vo)

sweet chilli tenders

vegetarian sushi (v, gf)

assorted sushi (gf)

## ADDITIONAL PLATTERS

## **SUBWAY PLATTER \$90**

an assortment of subs provided by Subway (30 pieces in total)

## SILVER PLATTER \$50

choose up to 2 items from the silver tier (40 pieces in total)

## **GOLD PLATTER \$75**

choose up to 2 items from the gold tier (40 pieces in total)

## PLATINUM PLATTER \$110

choose up to 2 items from the platinum tier (40 pieces in total)

## CORPORATE EVENTS

The North Room is the perfect setup for your next corporate event, as there is a built in projector to support all of your audio & visual needs. The room can be arranged to suit a theatre style for presentations, or a board room style setting.

Whatever your needs for your corporate event, we can provide it! We can supply a range of food platters which are perfect for light nibbles, or more substantial canapes to suit a bigger lunch. If you have any requests for food or drinks, please ask one of our friendly staff members to see if that can be organised for you!

## PLATTER OPTIONS

## **SUBWAY PLATTER \$90**

an assortment of subs provided by Subway (30 pieces in total)

## SILVER PLATTER \$50

choose up to 2 items from the silver tier (40 pieces in total)

## **GOLD PLATTER \$75**

choose up to 2 items from the gold tier (40 pieces in total)

## PLATINUM PLATTER \$110

choose up to 2 items\* from the platinum tier (40 pieces in total)

\*sushi can not be mixed with other items - single choice only

# **BOOKING FORM** TERMS & CONDITIONS

## BOOKING FORM

FULL NAME			
CONTACT NUMBER			-
CONTACT EMAIL			
COMPANY			
DATE OF FUNCTION			-
TIME OF FUNCTION			
ROOM SELECTED			-
OCCASION			-
NO. OF GUESTS			-
PACKAGE SELECTED			-
BEVERAGE DETAILS			-
			-
CANAPE DETAILS			-
CAKE YES / NO			-
			_
DEPOSIT AMOUNT \$			_
DEPOSIT PAID YES / NO			
CARD TYPE VISA / MASTERCARD / AMEX	EXP DATE	/	
NAME ON CARD			-
CARD NUMBER			
CUSTOMER SIGNATURE			
MANAGER SIGNATURE			

## **BOOKING CONFIRMATION**

To confirm a reservation, a minimum deposit of \$300 and signed booking form (including terms and conditions) must be returned. Tentative reservations may be held for seven days upon request. If a signed booking form and the full deposit amount has not been received in this time, the venue reserves the right to release the space. Please note all minimum spend requirements are inclusive of catering and beverage spend only, and any additional costs incurred, including security and entertainment are not counted towards the final minimum spend figure. Deposits may be paid via any major credit card, EFTPOS or cash. All prices quoted in the above functions pack are inclusive of GST and subject to change.

### FINAL PAYMENT

All room set up requirements, and catering and beverage details are to be confirmed a minimum of 10 days prior to the function date. Full payment of all catering is required no less than 10 days prior to the event date. Beverage payments can be made in advance or at the commencement of the function. Should payment not be made, management reserves the right to cancel the function and the deposit will be forfeited. In the event that attendance differs from the final booking (10 days before the event), you will be charged per head for each additional guest, with no guarantee they will be catered for. If attendance is less than the finalised number, no refund will be made for those guests.

### MINIMUM SPEND

Hosts must meet the minimum spend requirement stipulated and agreed upon prior to the function and will be responsible for the difference if the amount is not met. Each package has a set price outlined, which is the minimum spend of that package.

### CANCELLATIONS

Cancellation of functions after the deposit has already been paid can only be done via direct consultation with management and only by the person who made the initial reservation and paid the deposit. In the event of a cancellation, the following fees will apply:

• More than 60 days notice Entirety of deposit refunded, less \$100 booking fee.

have read and understood the above terms and conditions and agree to comply

- 14 60 days notice 50% of deposit forfeited
- Less than 14 days notice Entirety of deposit forfeited
- Due to Covid-19, restrictions may change with very short notice. If your function requires cancellation due to a complete lock down, or serious restrictions, you will be refunded the full deposit and any other payments made, minus a \$100 booking fee.

### DIETARY REQUIREMENTS

Please be advised that all care is taken when catering for special requirements. It must be noted that within the premises we handle nuts, seafood, shellfish, sesame seeds, wheat flour, eggs, fungi and dairy products. Patrons requests will be catered for to the best of our ability, but the decision to consume a meal is the responsibility of the diner.

### OUTSIDE CONTRACTORS

Any products or services arranged externally to the hotel are the sole responsibility of the host. Any outside contractors must liaise with management in all matters such as delivery, set up, pack downs, and will adhere to any direction given by Hampton Park Tavern. Set up and pack down of such items also remains the sole responsibility of the host.

### BYO

No food or beverage of any kind is permitted to be brought into the venue for consumption at a function by the host with the exception of a cake, whereby the host must receive written permission from management and an additional cakeage charge may apply.

## MINORS

The venue allows underage guests to attend functions, under the provision that they are supervised by a parent or legal guardian at all times. These guests are not permitted to leave the function space and must leave the venue at the conclusion of the event. Under no circumstances may any patron under the age of 18 years of age consume alcohol. If any minors are found to be consuming or in the possession of alcohol they will be asked to leave immediately in the company of their parent or legal guardian.

## GUEST ENTRY

Guest entry to functions will be permitted only within the agreed start and finish times. It is recommended that guests arrive within the first hour of the function, as the venue is unable to guarantee entry after this time. Management reserves the right to refuse entry to any patron in accordance with responsible service of alcohol procedures and the house policy. Additional function guests (beyond the number confirmed) may only be admitted in accordance with the venue's licensed capacity. Additional function guests will be charged the fee per head as agreed upon within the booking, and may not be catered for unless it is organised 14 days before the function.

## SECURITY

Management reserves the right to order additional security to ensure the safety of staff and patrons. If an event requires additional security the host will be notified and charged accordingly. An extra security guard will be required if hiring own DJ for the event for an additional cost of \$150.

## CONDUCT

The host is responsible for conducting the function in an orderly manner. All venue policies, procedures and legal responsibilities apply to all guests and hosts, including total compliance to all responsible service of alcohol and house policy standards. It is the host's responsibility to ensure that all details given to guests in regards to the function are accurate. If a function is booked under false pretenses or a host provides false information, management reserves the right to cancel the function without notice, and at the expense of the host.

## DAMAGE

I confirm that I \_\_

Please be advised that hosts are entirely financially responsible for any damage, breakage, vandalism or theft that is sustained to the function space and venue premises by guests, invitees or other persons attending the event. Should any extra cleaning or labour be required to return the premise to a satisfactory standard, this will be charged to the host. The venue does not accept responsibility for damage or loss of merchandise left at the venue prior to or after the function.

IGNED	MANAGER	DATE	/ /



