

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 CANAPE AND DRINK PACKAGES FOR YOU AND YOUR GUESTS.

CHILDREN ARE ALWAYS WELCOME, HOWEVER ANYONE UNDER THE AGE OF 18 MUST BE ACCOMPANIED BY A PARENT OR GUARDIAN AT ALL TIMES.

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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 120 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 180 people spread across the room, and kids playground.





CANAPE PACKAGES

SILVER

\$15PP | 5 CANAPES

a choice of 5 canapes from the silver tier

GOLD

\$22PP | 6 CANAPES

a choice o complime

PLATINU

\$28PP |

a choice of

complime

EVERY P

venue & room hire, a fully staffed event team, function manager,	sandwiches
audio/visual facilities (byo device), a gift & cake table	sandwiches vegetarian (v)

CANAPE MENU

SILVER

mini dim sims

mini samosa (v)

party sausage roll

flame grilled meatballs

mini spring rolls (v)

	Rame gritted meatballo	pampin
of 6 canapes from the silver & gold tier	party pastie	minted
entary coffee & tea station on request	prawn cone	basil p
		party q
IUM	GOLD	chicker
8 CANAPES	party quiche (vo)	vegetai
of 8 canapes from any tier	party pies	salmon
entary coffee & tea station on request	prawn cigar spring roll	prawn
	sweet chilli tenders	assorte
PACKAGE INCLUDES:	mini pizza	
room hire, a fully staffed event team, function manager,	sandwiches	
sual facilities (byo device), a gift & cake table	sandwiches vegetarian (v)	



PLATINUM

croquettes macaroni & cheese (v) chicken garlic balls satay malay beef skewer satay malay chicken skewer pumpkin & spinach arancini (v, gf) ed pea arancini (v, gf) pesto arancini (v, gf) quiches combo (vo) en teriyaki sushi (gf) tarian sushi (v, gf) on sushi (qf) n sushi (gf) rted sushi (gf)

BEVERAGE **OPTIONS**

CASH BAR

quests pay for their own beverages at their own expense

BAR TAB

a choice of beverages & cost limit, decided and paid for by the host

before the event date

BASIC PACKAGE

\$40PP 2HR | \$50PP 3HR | \$60PP 4HR

a selection of drinks available for all guests

PREMIUM PACKAGE

\$50PP 2HR | \$60PP 3HR | \$70PP 4HR

a selection of premium drinks available for all guests

SPIRITS ARE AVAILABLE BY CONSUMPTION ONLY

BEVERAGE PACKAGES

BASIC PACKAGE

BEER | carlton draught, victoria bitter, great northern super crisp **WINE** | morgans bay sauvignon blanc, morgans bay

chardonnay, morgans bay sparkling

PREMIUM PACKAGE

BEER | carlton draught, victoria bitter, carlton dry, great northern super crisp, bulmers original cider **WINE** | stag chardonnay, cape shank pinot grigio, little berry sauvignon blanc, little berry shiraz, the drives seppelt sparkling, stag pinot noir



CELEBRATION OF LIFE

This can be a difficult time for you and your family, so be rest assured that our team are committed to making this process as easy as possible for you and your family.

We offer a range of platter & beverage options for post funeral gatherings and can provide the use of screens on request.

If you require something specific, please don't hesitate to discuss details further with our staff, who will ensure the event is tailored to your requests.

All celebration of life packages include a free tea and coffee station for you and your guests.

PLATTER **OPTIONS**

SUSHI PLATTER | \$90

prawn, salmon & vegetarian sushi (v)

SANDWICH PLATTER | \$85

assorted sandwiches (vo)

ASIAN MIX PLATTER | \$85

samosas (v), spring rolls (v), chicken dim sims & beef dim sims

PARTY PLATTER | \$95

pasties, sausage rolls, party pies, mixed quiches (vo) & mini pizzas

GOURMET PLATTER | \$95

basil pesto arancini (gf) (v), pumpkin spinach arancini (gf) (v), chicken garlic balls, chicken satay skewers, beef satay skewers

EACH PLATTER HAS 30-40 PIECES

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!

EACH PLATTER HAS 30-40 PIECES

PLATTER **OPTIONS**

MORNING TEA | \$85

a selection of cakes, muffins and assorted pastries

SUSHI PLATTER | \$90

prawn, salmon & vegetarian sushi (v)

SANDWICH PLATTER | \$85

assorted sandwiches (vo)

ASIAN MIX PLATTER | \$85

samosas (v), spring rolls (v), chicken dim sims & beef dim sims

PARTY PLATTER | \$95

pasties, sausage rolls, party pies, mixed quiches (vo) & mini pizzas

GOURMET PLATTER | \$95

basil pesto arancini (gf) (v), pumpkin spinach arancini (gf) (v), chicken garlic balls, chicken satay skewers, beef satay skewers



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

FOLE 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 AMO	UNT \$
DEPOSIT PAIL	YES / NO

CARD TYPE	VISA / MASTERCARD / AMEX	
NAME ON CARD		
CARD NUMBER		
CUSTOMER SIGNATURE		
MANAGER SIGNATURE		



EXP DATE _____/____

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.

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.
 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.

CANAPES

Canapes ordered are portioned per head and must reflect the actual number of people attending your event. If large numbers of additional attendees arrive at an event without being catered for, you may be charged following your event. We are unable to allow the split ordering of canapes and all canapes will be the same unless there are dietary considerations which need to be taken into account. Unless previously arranged with your functions manager, your canapes will be served in a random order starting 30 minutes after your event time and in 15 minute intervals following, until all pre-ordered food has been sent out. Please inquire with your functions manager if you need to abide by any dietary requirements.

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

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.

I confirm that I

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

SIGNED

___DATE ____/____



