

functions kit



Venue Hire & Associated Costs

UPSTAIRS FUNCTION ROOM - Available 7 days a week
Includes air-conditioned room, bar, balcony, toilets, two TV's and lift access.
Day Hire \$400 Night Hire \$600

DOWNSTAIRS FUNCTION AREA
Seating inside for small groups or outside on grassed area or under the balcony
With use of downstairs bar and toilets.
Mon – Wed \$500 Thurs – Sat \$ 200

PROJECTOR HIRE \$80
WHITEBOARD HIRE \$40

WHOLE VENUE HIRE
Please contact us.



*All prices are inclusive of GST and are subject to change without notice.

Functions Menu

Platters - 10 pieces
Recommended 2 pieces per person

Vegetable Samosa's	\$8.50
Dim-Sum	\$8
Curry Puffs	\$9.50
Spinach & Ricotta Puffs	\$12
Spring Rolls	\$7.50
Crispy Devil Wings	\$25
Lady finger Prawns	\$20
Panko Crumbed Oyster	\$29
Salt & Pepper Squid	\$15.50
Mini Pulled Pork & Apple Slaw Sliders	\$35
Mini Chicken & Wasabi Mayo Sliders	\$35

Skewer's - priced per piece

Satay Chicken Skewer	\$1.50
Tandoori Chicken Skewers	\$1.50
Teriyaki Chicken Skewers	\$1.50
Lemon Pepper Prawn Skewers	\$2.50
Salmon Skewers	\$5
Beef Skewers	\$3
Vegetarian Skewers	\$1.50

Extras

1kg Sticky Soy chicken Nibbles	\$30
Cheese Platter	\$70
Fresh Vietnamese Rolls <small>15 pieces</small>	\$65
Cold Seafood Platter	\$90
<small>1 dz half shell mussels with salsa, 1 dz natural oysters, 500g tiger prawns with trio of sauces</small>	

Small Groups Platter - \$85

Mixed selection of above items

45 Pieces

Corporate Lunch

\$30 per head - Minimum charge 20 pax.

All Day:

Tea, coffee, water and juice station with biscuits.

Morning Tea:

Selection of fruit, homemade muffins and yoghurt.

Lunch:

Selection of gourmet baguettes and bagels

- o Smoked salmon with cream cheese and capers
- o Roast beef with dijon mayo, lettuce, tomato and onion jam
- o Roast chicken with lettuce, cocktail sauce, tomatoes and cucumber
- o Turkey with cranberry sauce, lettuce and gerkins
- o Ham and emmental cheese, lettuce, tomato and mayonnaise
- o Roast pumpkin with goat cheese, onion jam, ruculla and sundried tomatoes

Kids Platters

priced per 10 kids

Sausage Rolls & Mini Pies	\$25
Fish, Chips & Nuggets	\$60
Fruit Platter	\$20

Buffets

We can cater buffets to your preferences and budget.

Minimum 30 pax

BBQ Buffet - \$40 per head

Pork sausages, marinated chicken thighs, steak, potato salad, garden salad, bread rolls, gravy and choice of dessert.

Traditional Buffet - \$50 per head

Roast; choice of pork, lamb or beef, glazed Ham, cold prawns, roast potatoes, garden salad, bread rolls, gravy and choice of dessert.

Indian Buffet - \$45 per head

Chicken biryani, lamb madras, dal tadka, prawn vindaloo, mix salads, roti, paratha and choice of dessert.

Asian Buffet - \$35 per head

Sweet and sour pork belly, red Thai chicken, vegetable chop suey, Szechuan fish, hokkien noodle, vegetarian cantonese rice

-Drinks List

White Wine

Angove Chardonnay	\$7 / \$25
Brown Brothers Moscato	\$8 / \$32
Oyster Bay Sauvignon Blanc	\$8 / \$32
Jacobs Creek Riesling	\$8 / \$32
Jacobs Creek Rose Shiraz	\$8 / \$32
Jacobs Creek Sauvignon Blanc	\$8 / \$32
Wallaby Creek Pinot Grigio	\$6
Wallaby Creek Chardonnay	\$6
Yilgarnia Sauvignon Blanc	\$6.50 / \$25
Yilgarnia Semillon Sauvignon Blanc	\$6.50 / \$25
Yilgarnia Chardonnay	\$6.50 / \$25

Red Wine

Across the Board Cabernet Sauvignon	\$8 / \$36
Billy Goat Cabernet Sauvignon	\$7.50 / \$30
Goundry Cabernet Merlot	\$8 / \$33.50
Oyster Bay Pinot Noir	\$36
Pepperwood Shiraz	\$6.50
Wallaby Creek Cabernet	\$6
Wallaby Creek Merlot	\$6
Yilgarnia Merlot	\$6.50 / \$25
Yilgarnia Shiraz	\$6.50 / \$25
Yilgarnia Cabernet Merlot	\$6.50 / \$25
Yilgarnia Cabernet Sauvignon	\$6.50 / \$25

Champagne

Jacob's Creek Piccolo	\$7.50
Yellowglen Pink Piccolo	\$7.50
Oyster Bay Brut	\$38.50
Oyster Bay Cuvee Rose	\$38.50

Beer

Premium Beers

Coopers, Fat Yak, Lazy Yak, Boags Premium	\$7.50
Matso's Mango, Heineken, Crown Lager	\$8
Corona, Guinness, Kilkenny	\$8.50
Matso's Ginger	\$9

Full Strength Beers

Emu Bitter, Emu Export	
Carlton Draught, Carlton Dry, Victoria Bitter	\$6
Hahn Super Dry, Pure Blonde	\$7

Light & Mid Beers

	\$5.50
Cascade Premium Light	
XXXX Gold, Great Northern, Hahn Super Dry 3.5, Carlton Mid	

Beers on Tap

	\$5 - \$9.50
Great Northern, Carlton Dry, Carlton Draught	

Ciders

Strongbow; Original, Sweet, Clear, Dry	\$7
Somersby Pear	\$8
Bulmers on Tap	\$5.50 - \$10

Something Softer

Cool Drinks	\$2.50
Bottle Water	\$3
Soda Water	\$3
Tonic Water	\$3
Ginger Beer	\$4.50
Juice Boxes	\$2.50
Ginger Ale	\$3
Coffee	\$4.50
Tea Cup	\$3
Tea Pot	\$4.50

RTD's

Cruisers	\$8
Bundy & Cola	\$10
Wild Turkey w/ Cola, w / Dry	\$11
Jacks w/ Cola	\$11
CC Dry	\$11
Smirnoff Red, Black	\$10

Venue Hire & Catering

TERMS AND CONDITIONS

1. **MEMBERS** - We cannot hold your function unless there are members present. All functions must either be paid in full by a member including all drinks over the bar or each attendee must be a member themselves or signed in by a member. Attendees must be included on a list and given to management prior to the event.
2. **RESERVATIONS** – All bookings are subject to confirmation within 5 days after the initial enquiry. Any booking not confirmed within 5 days may be released at the discretion of management.
3. **CONFIRMATION** – A booking will be confirmed when the signed function booking form has been received by the Port Hedland Yacht Club.
4. **DEPOSIT** – A deposit of 100% of the cost of the venue hire and 50% of catering cost is required two weeks prior to the date requested.
5. **PAYMENT** – You will be advised of the total cost (inclusive of GST) of the function booking and payment will be accepted on the date outlined on the invoice. If you do not fulfil the payment obligations management has the right to terminate the agreement. Payment can be made by bank transfer, credit card or cheque.
6. **CANCELLATIONS** - Cancellation of the function within ten days of the reserved date will result in 50% of the deposit for the venue hire and 50% of the catering deposit being refunded. If the cancellation is made within seven days of the reserved date the Port Hedland Yacht Club reserve the right to refund nil of the deposit.
7. **CATERING** - Catering choices and dietary requirements must be confirmed no later than 10 days prior to your function to allow for the ordering and prep.
8. **BAR** - All bar tabs must be paid on the night by a member unless invoice payment has been arranged prior.
9. **MUSIC**- Music for all upstairs functions is to be provided by the function holder which may include speaker system or hired DJ. Music and noise generated at the function is not to compromise the enjoyment of the members and their guests at the Yacht Club. This includes inappropriate language.
10. **ACCESS** – Should you need to set up or clear up the function room arrangements must be made with administration prior to the reserved date and will be subject to availability.
11. **DECORATIONS** – No nails, screws or permanent glues are to be applied to walls, ceilings, windows, doors of any other part of the building.
12. **DAMAGE**– The client is responsible for any damage to the building resulting from the function. This is regardless of whether the damage is caused by the client or any attendees of the function.
13. **PERSONAL ITEMS** – Every care will be taken by the Port Hedland Yacht Club and its employees however we cannot take responsibility for the loss or damage of any items belonging to the client or their attendees before, during or after the function.
14. **SECURITY** - Parties with 0-70 guests in attendance may require two security guards, 70+ guests must have at least two security guards. The Port Hedland Yacht Club do not provide the function with security guards. Our security company of choice is Phoenix Security 08 9172 2282
15. **TRADING** – licensed hours are as follows Monday – Friday 10am – 11pm, Saturday 10am until 12am and Sunday 10am until 10pm. Functions can be booked outside licensed hours if alcohol service is not required.
16. **LIQUOR CONSUMPTION CONTROL**– We reserve the right to refuse alcohol service to intoxicated persons as part of our responsible service of alcohol under the *Liquor Control Act 1988*. Last drinks will be called approximately half an hour prior to closing or at the discretion of management. Port Hedland Yacht Club is part of the Hedland Liquor Accord.
17. **SMOKING** – An area has been established outside the perimeter for smoking therefore there is no smoking permitted within the club perimeter including the upstairs areas. Smoking will not be tolerated within the perimeter and failure to adhere to this will cause premature closing of the function.
18. **BEHAVIOUR** – Your function must be conducted in an orderly and lawful manner. People caught in possession of illegal drugs will be removed from the premises and immediately reported to the appropriate authorities. Management reserves the right to end the function or remove/deny entry anyone if management reasonably believes that your function is not being conducted in an orderly and lawful manner. The client must ensure that guests and attendees do not breach any statutes, by-laws or regulations including the liquor license terms and conditions.
19. **MINORS** – Underage patrons are welcome at the Port Hedland Yacht Club however must be under adequate supervision by an adult at all times. At no time are minors permitted to consume alcoholic beverages.
20. **SPECIAL CIRCUMSTANCES** – If the Port Hedland Yacht Club are unable to provide the facilities or arrangements for your function or otherwise cannot perform to the terms and conditions due to power failure or circumstances beyond our control management is neither responsible for any costs or damages the client may suffer.

Client Information

To be completed and returned to admin@phyc.com.au for reservation of your function.

Client or Company Name: _____

Contact Person: _____

Email: _____

Contact Number: _____

Date: _____

Venue Area: Upstairs / Downstairs

Venue Set Up: Casual/Cocktail - Presentation/Meeting - Sit Down Dinner

Start and Finish Time: _____

Number of Attendees: _____ (please provide us a list prior to event)

Number of Members: _____

Special license required: Y/N

Catering: Buffet Type: _____ Platters No. : _____

Dietary Requirements/Allergies: _____

Bar Tab: Y/N **Amount:** \$ _____ **Name of Member paying for bar tab:** _____

Preferred drinks list attached: Y/N

Special requirements for set up: _____

If paying by Credit Card:

Type of Card: _____ **Card Number:** _____

Expiry Date: __/__/__ **Name on Card:** _____ **CCV No:** ___

I have read and understood the Terms and Conditions set out above and accept them as being binding upon me:

Client Signature: _____

Date: _____