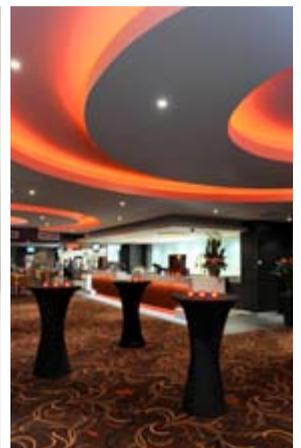


Christmas
at Easts



Thank you for your enquiry regarding hosting your forthcoming Christmas function at Easts.

Your enquiry suggests that you are seeking a function destination that is contemporary, stylish and offers both a convenient, central location and state of the art facilities. We can certainly meet your needs at Easts.

As a multi-award winning venue located just 4km from Brisbane's city centre and boasting ample off-street parking, Easts offers the perfect solution for your next conference, seminar, cocktail party or seated extravaganza.

Easts' dedicated functions facilities offer sophistication and versatility for a wide range of uses. The appealing and clever design offers flexible spaces featuring moulded wood wall panelling, monogrammed carpets and stunning crystal chandeliers set within backlit ceiling recesses for flattering lighting, all presented in a tasteful neutral decor.

Our Diamond Room offers the ability to divide into four smaller spaces with customised and soundproofed movable walls. Features include wall mounted plasma screens, an in-room granite bar adorned with semi precious stones and external entry points. Each room also features natural light as well as dimmable lights, a lectern and a flexible audiovisual system for background music and an internal PA system.

Easts' function facilities also extend to a private boardroom that can seat up to 14 people, with natural lighting and black out ability for presentations. The boardroom features a polished wooden table, plush leather seats and state of the art technical equipment, ideal for your next meeting.

Additionally, our lavish Western Dining Room is a versatile, multi purpose space ideal for wedding ceremonies, cocktail receptions or hired in conjunction with our main function room.

Easts is renowned for our high quality customer service and superior culinary excellence and we can assure you that our professional team will see that your every need is not just met, but exceeded.

I am delighted to attach a copy of our current function menus for your perusal. These menus are an indicative selection of our offer and we would be very pleased to work with you to tailor a menu that best suits your needs.

Should you have any questions or wish to make a time to view our function facilities, please feel welcome to contact me on ph: 07 3397 8885.

Yours sincerely,

Rowena Collings
Functions Manager
catering@eastslagues.com.au

VENUE INFORMATION

Diamond Room

With movable internal walls the Diamond Room has the versatility to be used in multiple configurations, offering flexible spaces and natural light, making it ideal for your next cocktail gathering or seated dinner.

The meticulous interior design of the Diamond Room boasts moulded wood wall panelling for a sense of sophisticated grandeur balanced with the graceful swirl of the floral monogrammed carpet in tasteful, neutral tones. The striking black granite bar is adorned with semi precious stones and the delicate crystal pendant chandeliers throughout provides for flattering light to complement the room's warm, natural tones.

	Capacity			Room Hire
	Theatre	Cocktail	Seated	6 hours
Diamond Whole Room	300	320	220	\$550.00
Sapphire or Diamond Half Rooms	100	160	90	\$400.00
Emerald or Ruby Quarter Rooms	40	60	40	\$300.00
Sapphire or Diamond Quarter Rooms	50	80	60	\$300.00

*Capacities noted are maximum capacities and may alter based on your individual needs

Room hire inclusions:

- Access to background music
- Access to internal PA system
- Lectern and Microphone
- Tables and linen (round tables seating 10 guests or cocktail bar tables)
- Dance floor (subject to availability)

Additional technical equipment available upon request.



ALCOVE

Boasting a contemporary cocktail lounge decor, this versatile area is architecturally designed with ultra modern styling to provide an attractive and intimate space. Complete with its own private bar the Alcove is ideal for pre-dinner drinks, cocktail gatherings or seated functions.

Room hire \$300.00 (up to 6 hours)



WESTERN DINING ROOM

A versatile, multi purpose space, the Western Dining Room is a tastefully decorated space adjacent to our Brasserie. Ideal for wedding ceremonies, cocktail reception or hired in conjunction with our main function room. This space is subject to availability and Management discretion.

Room hire \$400.00 (up to 6 hours)



A minimum catering spend of \$14.50pp applies to all functions
Extended room hire available at an additional cost of \$200.00 per hour or part thereof
A surcharge will apply to functions held on Sundays (10%) and Public holidays (15%)
Subject to approval a \$500.00 surcharge will apply for functions concluding after midnight

COCKTAIL MENU

COLD CANAPÉ SELECTION

Chicken Liver Pate' with fruit chutney
Rare roast beef bruschetta with spicy horseradish cream & feta
Mozzarella & lemon scones with smoked salmon & dill infused crème fraiche
Traditional bruschetta with balsamic glaze
Avocado & smoked salmon tart

HOT CANAPÉ SELECTION

Crumbed halloumi with tomato relish
Mini lamb & bacon parcel with mustard crème fraiche
Beef, rosemary & honey gourmet rolls with tomato crème fraiche
Tempura prawns with sesame & honey glaze
Sweet & sour popcorn chicken
Caramelised onion & roasted cherry tomato tart
Lemon & thyme calamari with zesty peri peri mayonnaise
Tempura scallop with Japanese style mayonnaise
Mini pork belly sliders with sticky, Asian glaze & coleslaw
Miniature American hotdogs with mustard & ketchup
Mini crumbed barramundi sliders with rocket & tartare sauce
Crumbed torpedo prawn with ginger lime dipping sauce
Curried lamb parcel with minted yoghurt

Select 4 items for ½ hour service - \$17.00 per person
Select 6 items for 1 hour service - \$23.00 per person
Select 8 items for 1 ½ hour service - \$26.00 per person
Select 10 items for 2 hour service - \$30.00 per person

SUBSTANTIAL CANAPES

Add \$5.00 pp per item

Chicken carbonara penne pasta with parmesan cheese
Singapore prawn curry with tzatziki yoghurt
Chicken Caesar salad
Beef ravioli with sweet napoli sauce & parmesan cheese
Japanese crumbed fish & chips

Pricing based on a minimum of 40 guests
Chefs selection available upon request
Dietary requirements can be accommodated upon request



SEATED MENU

PLATED SELECTION 1

Fresh bread rolls

ENTRÉE SELECTION

Spicy popcorn chicken with a seasonal green salad & lime aioli

Duo of Arancini balls - mushroom & cheese and spinach & feta served with a rocket, sundried tomato and balsamic mayonnaise

Caramelised onion & Persian feta tart with a spinach & pickled radish salad and roast garlic aioli

Southern fried chicken tenderloins with apple & walnut slaw, honey mustard dressing

Creamy tomato soup with toasted ciabatta finger & chive dollop

Lamb stack with quinoa, beetroot & roast carrot and a red current glaze

MAIN COURSE SELECTION

Skin on barramundi with roast garlic mash, buttered almond beans & lemon caper cream

200g rump with Hassel back potato butter glazed beans & cabernet jus

Mustard infused chicken breast served with sweet potato mash, buttered peas, roast cherry tomato & thyme infused cream

Traditional roast ham & turkey served with Dutchess potato, seasoned roast vegetables & cranberry sauce

Grilled pork sirloin on a garlic mash with red cabbage, bacon crisps, toasted pine nuts & grain mustard jus

Almond crusted chicken breast with double smoked ham & cheddar cheese served with a shallot mash, buttered peas & chive cream

DESSERT SELECTION

Blueberry brulee cheesecake with dallop of cream & mango coulis

Apple & rhubarb cake with Chantilly cream & anglaise sauce

Pavlova served with seasonal fruits & passionfruit coulis & sweet cream

Pear & ricotta tart with raspberry compote & cream

Traditional plum pudding with brandy custard, Chantilly cream & berries

Sticky date pudding with chocolate ganache & butterscotch sauce

Freshly brewed coffee & tea

\$40.00 per person

Includes 2 course alternate service menu

\$45.00 per person

Includes 3 course alternate service menu



CHRISTMAS BUFFET

Fresh baked bread rolls

Cold Selection

Choose five from the following:

Marinated chicken pieces
Assorted gourmet meat platter
Pumpkin, almond & spinach cous cous salad
Traditional Caesar salad
Gourmet coleslaw with pineapple & roasted peanuts
Leafy garden salad with tomato, basil & feta cheese
Baby beetroot with sour cream dressing
Creamy potato salad with seeded mustard, egg & spring onions

Chef's carvery

Choose **two** from the following:

Roasted leg of lamb with redcurrant glaze
Roasted leg of pork with caramelised onion & apples
Honey baked ham
Roast beef with dijon mustard
Baked turkey breast with cranberry sauce
Carvery served with steamed & roasted vegetables & condiments

Hot selection

Choose three from the following:

Tempura coral trout with chilli lime dressing
Mild Thai chicken curry with coconut rice & pappadums
Veal & bacon ravioli with mushroom & spring onion cream finished with parmesan
Black bean chicken pieces served with jasmine rice, fresh herb & vegetable stir fry
Chilli lime prawns with Asian greens & crispy hokkien noodles

Dessert

Blueberry brulee cheesecake with dallop of cream & mango coulis
Apple & rhubarb cake with Chantilly cream & anglaise sauce
Pavlova served with seasonal fruits & passionfruit coulis & sweet cream
Pear & ricotta tart with raspberry compote & cream
Sticky date pudding with chocolate ganache & butterscotch sauce
Traditional plum pudding with brandy custard, Chantilly cream & berries

Freshly brewed coffee & tea

\$55.00 per person

Menu based on a minimum of 50 guests
Includes tables, chairs, linen & service staff
Dietary requirements can be accommodated upon request

Buffet upgrade options

Add fresh prawns \$15.00 per person
Add an additional cold dish \$3.50 per person

Add an additional hot dish \$7.00 per person
Add an additional roast selection \$7.50 per person



AUSTRALIAN BBQ BUFFET

Fresh baked bread rolls

Seasonal garden salad
Caesar salad with cos lettuce, bacon, oven roasted croutons & Caesar dressing
Creamy potato salad
Gourmet coleslaw with pineapple & roasted peanuts

Beef & honey sausages
Marinated rib fillet
Marinated chicken fillet
Jacket potatoes with sour cream & chives
Traditional condiments

Freshly brewed coffee & tea

\$35.00 per person

Menu based on a minimum of 50 guests
Includes tables, chairs, linen & service staff

Dietary requirements can be accommodated upon request

Buffet upgrade option

Add fresh prawns \$15.00 per person

Dessert Addition

Select **two** plated desserts to be served alternately for
\$10.00 per person from the following:

Blueberry brulee cheesecake with dollop of cream & mango coulis
Apple & rhubarb cake with Chantilly cream & anglaise sauce
Pavlova served with seasonal fruits & passionfruit coulis & sweet cream
Pear & ricotta tart with raspberry compote & cream
Sticky date pudding with chocolate ganache & butterscotch sauce
Traditional plum pudding with brandy custard, Chantilly cream & berries



BEVERAGES

We are pleased to offer the following beverage packages for your consideration. However, should you prefer we are also able to accommodate cash bar and prepaid bar tab arrangements (minimum spends apply) as detailed below.

HOUSE SELECTION

Morgan's Bay Sparkling Cuvee
Morgan's Bay Chardonnay
Morgan's Bay Shiraz Cabernet Sauvignon

Local Draught Beers

(includes XXXX Gold, XXXX Bitter, Hahn Light and Hahn Super Dry)

Soft drinks, Mineral water and Orange juice

3 hours - \$35.00 per person

4 hours - \$40.00 per person

PREMIUM SELECTION

Upside Down Sauvignon Blanc
Geisen Sem Sauvignon Blanc
Wolf Blass red label chardonnay
Wolf Blass red label cabernet merlot
Kapuka Pinot Noir
Saltrams 1859 shiraz

Local Draught Beers

(includes XXXX Gold, XXXX Bitter, Hahn Light, Hahn Super Dry, One Fifty Lashes and Heineken)

Bottled beers

(XXXX Gold, Tooheys Extra Dry, Hahn Premium Light, Heineken)

Soft drinks, Mineral water & Orange juice

3 hours - \$45.00 per person

4 hours - \$50.00 per person

(Please select 1 white wine & 1 red wine)

BAR TAB

We are happy to offer your guests a pre determined selection of beverages on a pre defined bar tab arrangement. Please discuss your requirements with your functions co-ordinator. (minimum bar tab limit of \$500.00 applies which can be increased on the night with a credit card)



TERMS & CONDITIONS

To ensure the smooth operation of your event, we ask that you read the following terms & conditions. Should you have any questions please feel welcome to contact us for assistance.

Tentative Bookings

We are happy to place a tentative hold on your desired date for a period of 3 days, after which time a deposit will be required to secure the booking. Failure to provide a deposit within this period may result in the booking being cancelled.

Payment Schedule

1. A deposit equivalent to the room hire (unless otherwise specified) is required to confirm your booking within 3 days (as detailed above) along with a signed copy of the terms & conditions.
2. Final payment of all fixed costs is required 2 weeks prior to the event date. Please note that failure to make final payment prior to the event date will result in the cancellation of your booking.
3. Where necessary and at management's discretion a specified venue bond may be required for payment prior to the event. This bond amount will be refunded post-event, minus any additional charges incurred (including any cleaning or other maintenance as a result of the event).

Please note that failure to make any of the above payments (unless by prior agreement) will result in the cancellation of your booking.

Payments can be made by cash, Visa, Mastercard or direct debit

Direct Debit:

Account Name: Eastern Suburbs Leagues Club Ltd Bank:Westpac Branch:Coorparoo

BSB Number: 034 037

Account Number: 265 729

Cancellation

We would be disappointed if you were forced to cancel your booking, however we understand that circumstances occasionally make this necessary:

1. If notification of cancellation is received up to 4 months prior to the scheduled event a full refund of the deposit will apply, less any costs incurred by Easts on your behalf.
2. If notification of cancellation is received up to 3 months prior to the scheduled event the deposit will only be refunded upon successful re-booking of the venue and less any costs incurred by Easts on your behalf.
3. If notification of cancellation is received up to 2 months prior to the scheduled event the deposit will be forfeited.
4. If notification of cancellation is received within 2 weeks prior to the scheduled event the client is required to pay 100% of the anticipated food, beverage and outsourced costs.

Final guest numbers/Minimum spend

By completion of the attached booking form, you will be bound by a minimum of 80% of your approximate guest numbers quoted upon booking (full charges for food and beverage will be based on this number).

A minimum guest number will be required no later than 14 days prior to the event date, after which time only increases in guest numbers will be accepted. A surcharge may apply if minimum guest numbers are not met.

Easts does not accommodate room hire only events and thus all functions are required to meet a minimum catering spend of \$14,500pp. Additionally total minimum food and beverage spends are applicable for the following:

- Functions held on a Friday evening - \$3500.00
- Functions held on a Saturday evening - \$5500.00 (excludes weddings which are governed by our Wedding packages)
- Functions held on a Sunday - \$2500.00

Please note where a bar tab is selected a minimum limit of \$500 applies (based on 50 guests).

Final details

Menus, beverage arrangements, entertainment, audiovisual requirements, room set up and running schedule must be confirmed no later than 14 days prior to the event date.

Damages/Indemnity

Where a function has created additional cleaning over and above the normal cleaning function a cleaning fee may apply. Please note that the organiser is financially responsible for any damage to Easts property/equipment and any third party items hired on your behalf. The client agrees that any payment of damages will be made within 7 days of the date of invoice. Under no circumstances are items to be glued, pinned or attached to the property without prior permission. Easts will take all reasonable care with client/guests & third party property, however will not accept any responsibility for damages to, or loss of items whilst within the venue. Where matters beyond the control of Easts Management impair or prevent Easts from performing its obligations under the event order, Easts and management will be released from all liabilities.

HACCP

Please be advised that due to HACCP accreditation, no food or beverages are permitted to be brought onto Easts premises without prior written approval. Similarly, no food or beverage may be removed from the premises. Celebration cakes are exempt from this rule (cut and plate fee will apply).

Responsible Service of Alcohol

Management reserves the right to refuse the service of alcohol to any guests it considers to be under age, intoxicated or behaving in an offensive manner. Management reserves the right to intervene if functions activities are considered illegal, noisy or offensive. All guests under the age of 18 years must have their legal guardian remain on premises at all times during the visit to Easts.

Entertainment

Management reserves the right to control the quality, style and volume of any entertainment booked.

Prices/Surcharges

Every effort is made to maintain prices as printed, however these may be subject to change without notice. A surcharge of 10% for Sunday functions and 15% for functions held on a public holiday will apply to the final bill (food, beverage & room hire).

Room Allocation

Should guest numbers decrease significantly from the minimum numbers advised, Easts reserves the right to re-allocate the function to a more appropriate area. The client agrees to commence and conclude the function at the scheduled times agreed upon. Failure to do so may result in a surcharges being applied (\$200/hour or \$500 for conclusion past midnight).

To confirm your booking, please read the Terms & Conditions carefully, sign below and return this page to Easts within 3 days of making your booking.

f (07)38472158
Po Box 1160 Coorparoo DC Q 4151.
e catering@eastsleagues.com.au

Your booking will be confirmed on receipt of this form together with your deposit bond.
I have read and accept the conditions stated in this agreement.

Signed _____ Name _____ Date _____

Date of function _____

Approx number of guests* _____

Function package selected _____

Organiser's name _____ Company name _____

Postal Address _____

Mobile number _____ Work number _____

Email _____

Deposit enclosed: \$ _____.00 () MasterCard () Visa () Bank Cheque () Cash () Direct Deposit

(please note we only accept MasterCard or Visa, personal cheques are not accepted)

Cardholders Name: _____

Cardholders Signature: _____

Card Number: _____ Expiry Date: ____/____/____

Security Number ____ (3 digits)

Direct Debit:

Account Name: Eastern Suburbs Leagues Club Ltd Bank: Westpac Branch: Coorparoo

BSB Number: 034 037

Account Number: 265 729

Reference _____

(please quote your surname as a reference when transferring monies)

Invoice/Receipt Number: (Office Use Only) _____

Signed _____ Date _____

**We understand that 'approximate guest numbers' stated on your booking form is an early indication of attendance prior to RSVP's being received. However, please note that by signing this contract, you will be bound by a minimum of not less than 80% of your 'approximate guest numbers' quoted upon booking (full charges for food and beverage will be based on this number).*