



HAVE A VERY MERRY CHRISTMAS



YOUR CHRISTMAS AT EVENTS @ KEDRON-WAVELL

Events @ Kedron-Wavell provides a level of service and professionalism unprecedented in the Brisbane North region. The Events Centre offers a range of locations suitable for events of up to 500 guests, including seven air-conditioned event rooms. Featuring the latest technology and equipment, and first class catering, Events @ Kedron-Wavell can tailor a package to suit you.

Events @ Kedron-Wavell is a one-stop venue that can satisfy all of your event requirements. Our professional team will be with you every step of the way to ensure a seamless affair.

Whether it's a fun cocktail party for an intimate group of friends, or a formal affair for 400 of your nearest and dearest, Events @ Kedron-Wavell has the perfect space and menu to suit. We look forward to working with you to create a memorable day.

Amanda Grant

Events & Functions Manager



EVENT LOCATIONS





ROOM CAPACITIES & ROOM HIRE RATES

Events @ Kedron-Wavell offers a range of locations suitable for events for up to 500 guests.

	Banquet	Cocktail	Size m ²	Hire Fee
Blue Pacific Ballroom	400	500	500	\$600 + AV
Kittyhawk Room	200	300	360	\$500
VC Suite	130	200	240	\$450
Donaldson Room	70	120	120	\$300
Long Tan Room	64	80	120	\$300
The Sky Lounge	48	70 + deck	110	\$350

Please note that certain set up requirements will reduce the capacity of the event space from that listed.

All bookings in the Blue Pacific Ballroom require an Audio Visual Technician to operate sound and lighting. Price on application.

Room hire fees shown above are for lunch hire (approx. 11am – 3pm) or evening hire (approx. 6pm – 11pm).
 Room hire fees shown above are for a maximum five (5) hour hire. All bookings must vacate the event space by 12.00 midnight.
 A surcharge will apply if you require the use of the space past five (5) hours.

Our packages include the following:

- A dedicated and experienced Events team
- Banquet tables and chairs
- White linen table cloths
- Projector screen
- Lectern and microphone
- Iced water for your guests
- Christmas theming, including centrepieces, coloured napkins, bon bons & Christmas sweets for your guests.



SERVED CHRISTMAS LUNCH/DINNER (min 40 adults)

\$39pp

Includes alternate drop two course meal, freshly baked dinner rolls, and a tea and coffee bar with after dinner mints

MAINS:

Roasted turkey breast served alternatively with maple glazed baked ham with Christmas accompaniments:

Crisp roast potatoes

Roasted pumpkin

Buttered green peas

Carrot ribbons

Apple, cranberry and macadamia nut stuffing

Jus

DESSERTS:

Warm traditional plum pudding with brandy custard and ice cream

Pavlova with fresh cream, seasonal fruit and passionfruit coulis



FESTIVE BUFFET MENU (min 40 adults)

\$47pp

INCLUDES

Fresh crusty breads and loaves (GF available)
Tossed salad (V,GF)
Cold leg ham platters (GF)
Seasonal roasted vegetables (V,GF)
Steamed panache of vegetables (V,GF)

ROAST SELECTION: (CHOICE OF 2)

Roast pork with crisp crackling and apple sauce (GF)
Garlic and thyme roasted beef with mustard jus (GF)
Rosemary roasted lamb leg, mint sauce and jus (GF)
Roast turkey breast with cranberry sauce
Honey mustard glazed leg ham (GF)

HOT DISHES: (CHOICE OF 1)

Beef and gnocchi bake
Slow braised osso bucco (GF)
Creamy chicken with mushrooms (GF)
Spinach and ricotta cannelloni with creamy napoli sauce (V)
Penne, pumpkin and broccoli bake with cheese crust (V)

SALADS: (CHOICE OF 3)

Potato and egg salad with rocket and capers (V)
Roasted pumpkin, feta, olive and snow sprouts (V)
Classic caesar salad (GF option)
Coleslaw (GF)
Rocket, pine nut and shaved parmesan with balsamic dressing (V,GF)

GOURMET BUFFET UPGRADES:

Parmesan crusted lamb cutlets	\$5
Crispy skin Atlantic salmon fillets (GF)	\$5
Seafood cannelloni, béchamel, parmesan	\$5
Large Ocean King Prawns (GF)	\$10

BUFFET DESSERTS:

Pavlova with fresh fruit and passionfruit coulis
Christmas dessert platter to include:
Rum balls
White Christmas
Fruit mince pies
Rocky road slice
Vanilla baked cheesecake
Warm plum pudding with vanilla custard
Fresh seasonal fruit platters
Cheese platters



CHILDREN'S PACKAGES

It is recommended that children dine from the buffet when it is the chosen package. Children aged five (5) to twelve (12) are charged at half the adult rate.

Children aged four (4) and under eat free of charge.

Children's plated meals consist of a main course as per the below, and ice cream for dessert. Please advise once choice for all children.

Children aged five (5) to twelve (12) are charged at \$15

Crumbed chicken tenderloins with chips and tomato sauce

Penne pasta with bolognese sauce

Mini ham and pineapple pizza

Mini beef and cheese slider with chips and tomato sauce

Grilled fish served with chips or vegetables

Small serve of your plated Christmas meal



BEVERAGE PACKAGES (min 40 adults)

STANDARD (min 35 adults)

Includes bottled house wines (red, white & sparkling), draught beer if available, local bottled beers, soft drink & juice.

3 hours	\$34.5pp
4 hours	\$39pp
5 hours	\$43pp

PREMIUM (min 35 adults)

Includes premium bottled wines (red, white & sparkling), draught beer if available & local & premium bottled beers including Crown Lager, Corona, Pure Blonde & Heineken, soft drink & juice.

3 hours	\$38pp
4 hours	\$42pp
5 hours	\$47.5pp

If a beverage package is your chosen package, it must be provided for all adults present, based on your confirmed numbers.

As per Queensland law the above beverage packages are only available for adults (18 years & over). Responsible Service of Alcohol guidelines apply. A soft drink package will be provided for all guests under 18 years for \$15.00 pp.

DRINKS ON CONSUMPTION

All function rooms have fully stocked bars to service the requests of all guests. These bars include bottled beer, wine from our extensive wine cellar, spirits, liqueurs and pre-mixed drinks. Draught beer is not available in the Long Tan Room.

Beverages may be charged on consumption (tab) with a limit nominated by you, or paid for by the individual (cash bar). Please advise your preferred method prior to the event.

OPTIONAL EXTRAS

Data projector and sound capabilities	\$80
iPod or CD capability	\$25
Chair cover and sash	\$5.50pp
Table runners and overlays	\$5 per table
Vendor meal	\$30
Chocolate Fountain with marshmallows & fruit	POA
Placecards, printed menus & themed stationary	POA

TERMS & CONDITIONS

BOOKINGS

A booking form must be completed to make your booking. Contact Events @ Kedron-Wavell for this form.

Tentative bookings will be held for seven (7) days only. If there is another party interested in the booked date & time, you will be contacted for a decision. Tentative bookings must be confirmed within seven (7) days, by way of a deposit, otherwise the booking will be cancelled & the room made available for re-hire. If contact cannot be made with the party, Events @ Kedron-Wavell has the right to terminate tentative bookings.

CONFIRMATION

A deposit is required to confirm your booking. A 10% surcharge applies to all room hire & catering fees for a function booked on a Sunday & a 20% surcharge applies to all bookings on a Public Holiday.

CANCELLATIONS

Notification of cancellation must be made via written letter, fax or email. As Events @ Kedron-Wavell may not be able to re-book the space after a cancellation, the following conditions apply.

- Notification of cancellation up until four (4) months of the scheduled date – full refund of deposit.
- Notification of cancellation between one (1) & four (4) months prior to the scheduled date – 50% refund of deposit.
- Notification of cancellation within one (1) month of the scheduled date – no refund of deposit.
- If a function is cancelled within seven (7) days of the scheduled event there will be a 50% fee charged on all catering ordered.

A month is based on four (4) calendar weeks. No transfers of deposits will be made.

FOOD & BEVERAGE CONDITIONS

Catering details & setup details are required one (1) month prior to the function.

All events booked on a Friday evening, Saturday or Sunday must include catering. A minimum \$25pp spend on catering is required on these bookings.

Events @ Kedron-Wavell reserves the right to re-allocate your event space should the need arise. The function organiser will be contacted in this instance.

MENU

Confirmed numbers & full payment of account for catering is required four (4) working days prior to your function. Confirmed numbers for bookings in the Blue Pacific Showroom and the Kittyhawk Room are required eight (8) days prior to your function. Charges will be based on this confirmed number. An increase in numbers will be allowed at the discretion of Events @ Kedron-Wavell.

Should you require special meals, please notify Events @ Kedron-Wavell prior to your function. As you can appreciate there are now several types of meal requirements & these cannot be produced on demand unless specifically ordered prior to your function. We require four (4) days notice for ALL special dietary requests.

Further members discount does not apply for functions, catering, bar or room hire.

Every effort is made by the venue to hold menu prices as printed, however menu prices may vary slightly on occasion at the discretion of management.

Costs of meals for DJs, bands, entertainers etc. will be added to the client's account & these are not automatically included in your function. Should you require meals for

such, Events @ Kedron-Wavell requires four (4) days notice. These meals will not be produced on demand.

HACCP

Please be advised that due to our HACCP accreditation, no food or beverages are permitted to be brought onto Events @ Kedron-Wavell premises. Likewise, no food or beverages can be removed from the premises.

Celebration cakes are exempt from this rule. A "cakeage" charge of \$4.00 per person applies if you require staff to cut & serve your own cake as dessert.

FLOOR PLANS

Seating plans if applicable must be provided 72 hours prior to your function. Events @ Kedron-Wavell is more than happy to advise of function room specifications. No changes to the seating will be accepted 48 hours prior to your function, likewise changes cannot be made on the day.

Events @ Kedron-Wavell reserves the right to adjust specified room set-ups to ensure Workplace Health & Safety Regulations are adhered to.

LIQUOR

Events @ Kedron-Wavell does not permit alcohol to be brought in from outside of the venue.

Please advise your beverage requirements one (1) month prior to your function. A copy of the House Policy can be forwarded to you, if you require more information in relation to the service of liquor.

Serious fines are in place for minors who obtain alcohol on a licensed premise to both the venue & the minor. Sufficient photo identification must be produced to provide evidence of age. Fines are also in place for people who buy or supply minors with liquor. Management & Staff are required by law to refuse you liquor service if you are under 18 years of age or unduly intoxicated, &/or creating a disturbance.

All guests under the age of 18 years must have their legal guardian remain on the premises at all times during the visit to the Club.

For further information, please visit www.liquor.qld.gov.au

DAMAGE

Please note that the organisers are financially responsible for any damages to the property/equipment during the function. Events @ Kedron-Wavell will take all necessary care, but will not accept responsibility for damage or loss of any client's property in the function rooms before, during or after your function. Any breakages, loss or damage to equipment or facilities will be charged to the client responsible for the function.

CLEANING

General & normal cleaning is included in the cost of the room hire charge, but additional charges may be payable if the function has created cleaning needs above & beyond normal cleaning. A cleaning bond may be requested at the time of booking.

The client making the booking is responsible to conduct the event in an orderly manner. We reserve the right to intervene if an event's activities are considered illegal, noisy or offensive.

Likewise bookings may be denied or cancelled should the function cast Kedron-Wavell Services Club in a negative light.

FEEDBACK

We welcome any and all feedback regarding our offering and service throughout your event. Feedback can be sent to functions@kedron-wavell.com.au.