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# FUNCTION & EVENT INFORMATION

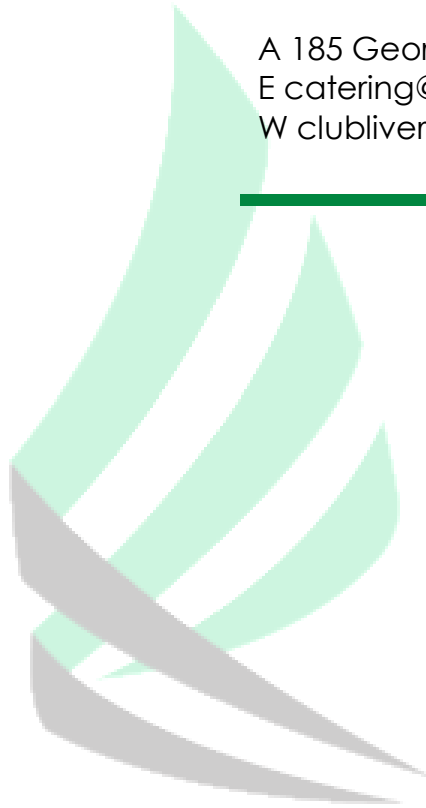
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CLUB LIVERPOOL

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## **Club Liverpool wants to hold your next event!**

Thank you for your interest of hosting an event at  
Club Liverpool.

From Corporate Meetings to Private Engagements at Club Liverpool we endeavour to cater for the needs of our Clients to the best of our ability, to create an unforgettable experience for you & your guests.

Please don't hesitate to ask our Functions & Catering Team how we can assist you in hosting your next event.



# Terms & Conditions

1. Confirmation of Hire
  - 1.1. The Club reserves the right to cancel any unconfirmed bookings at any time.
  - 1.2. Advice of guest numbers and function requirements must be finalised two (2) weeks prior to the function date. Unless agreed by Club Liverpool, in writing, an alternate timeframe.
  - 1.3. All invoices must be paid in full seven (7) days prior to the function date.
  - 1.4. When multiple on-going bookings are made, the sum of room hire by three (3) months, is required in advanced.
  - 1.5. If a booking is made within seven (7) days of required date, payment is required by close of business (4pm) on the date of booking.
2. Cancellation of Bookings
  - 2.1. If any cancellations are made within seven (7) days prior to the function date, full payment will be retained by the Club.
  - 2.2. Any cancellations made outside of seven (7) days prior to the function date, a refund is applicable, less an Administration Fee (of 50% Room Hire).
3. Insurance & Preventing Damage
  - 3.1. The Club cannot take responsibility for the damage or loss of items, before during or after a function. Insurance cover must be arranged by the organiser of the function / event.
  - 3.2. Any necessary repairs to or replacement of items within the Club will be the responsibility of the organiser.
  - 3.3. The following decoration items are prohibited by the Club, if any of these items are used, a cleaning fee may apply;
    - 3.3.1. Confetti/Loose sequins, Wax Candles, Sparkler Candles, Incenses & Burners, Sticky Tape, Drawing Pins, Staples, Fastening material to walls, Smoke Machines
4. Function Menu
  - 4.1. Any Function Booked & Held on a Sunday or a Public Holiday where catering or bar staff are required will attract a surcharge of \$5.00 per person on each Function.
  - 4.2. All prices are current at the time of quotation. Prices are subject to change based on rising costs.
  - 4.3. All prices include G.S.T.
  - 4.4. It is not permitted for members or guests to bring external foods on to the club premises. Excluding Celebratory Cakes, upon consent by Club Liverpool.
5. Beverage Policy
  - 5.1. It is not permitted for members or guests to bring liquor on to the club premises. Any liquor purchased within the club is not to be removed from the premises before, during or after the function.
  - 5.2. Bar will close 30minutes prior to the function finish time.
  - 5.3. At the agreed conclusion time of function full payment of your Nominated Dry Till will be required.
6. Workplace Health Safety
  - 6.1. All function attendees must abide by Responsible Service of Alcohol (RSA) regulations in accordance with Club Liverpool regulations and the law. Any person deemed to be intoxicated or behaving in an offensive manner will be asked to leave the Club.
  - 6.2. Club Liverpool reserve the right a alter room set ups to ensure fire, life & safety codes are met.
  - 6.3. Please advise if Minors will be present at your function, strict regulations are in place for persons under the age of 18.
  - 6.4. Standard room set up is included in your Room Hire Fee. Specialised arrangements that require addition staff may incur an additional charge.
  - 6.5. Any persons entering these premises agrees to comply with the "Conditions of Entry", which have been implemented in accordance with the current NSW Public Health (Covid 19) Order relating to this premises for the purpose of keeping patrons and staff safe. Failure to comply with any or all of these conditions may constitute an offence under the Public Health Order and the licensee, their staff or agents reserve the right to remove from the premises any patron not adhering to these conditions under Section 77 of the Liquor Act 2007.

**Please sign here for confirmation of Booking and Terms & Conditions:**

Full Name:	Contact Phone:
Company:	Contact Email:
Address:	Membership No:
Function Date:	Approximate Number of Guests:
Function Type:	
Date:	Signature:

<b>VENUE USE ONLY: Accepted on behalf of Club Liverpool</b>	
Name:	Room Hire Amount:
Date:	Signature:

## Room Hire (Maximum 5 Hours)

Function Rooms (COVID Capacities)	Monday – Friday	Weekend/ Public Holiday
Lookout Room (Capacity up to 10 pax.)	\$180.00	\$230.00
2170 Events Room (Capacity up to 20 pax.)	\$230.00	\$280.00
Krystal Room (Capacity up to 40 pax.)	\$230.00	\$280.00
Aurora Room (Capacity up to 45 pax.)	\$230.00	\$280.00
Kokoda Auditorium (Capacity up to 150 pax.)	\$1,000.00	\$2,000.00

\*Any booking that exceeds 5 Hours will incur a fee of \$55.00 per additional hour.

### CATERING:

Available – See following packages

### ADDITIONAL EXTRAS:

TEA / COFFEE

add \$3.50\* per person

CONTINUOUS TEA / COFFEE

add \$6.00\* per person

TEA / COFFEE & CAKE

add \$5.50\* per person

SANDWICHES & WRAPS

add \$5.50\* per head

### AUDIO VISUAL (A/V) FACILITIES:

*Fees Apply. See page 4.*

Wi-Fi  
Data Projector & Screen  
Computer Speakers  
Microphone  
Whiteboard  
Flip Chart  
Notepads & Pens

## Venue Facilities

### Parking

Our Club has Strictly Members Only Parking. On the occasion that a Special Guest requires onsite parking, please enquire with our Catering & Functions Team. We advise that your remaining guests can find parking at the Liverpool Library Public Parking, across the road from Club Liverpool. Access via the “Warren Serviceway”

### Disability Access

Any Guests or Patrons that require special assistance, our Club has a number of facilities to assist with their access & travelling through the Club.

### Entering Club Premises

The Guests of your function will be signed in on our personalised electronic sign in facilities at our George St & Macquarie St Entrances. Ensure your guests have Photo I.D ready upon arrival & any Minors are signed in and accompanied by a person over the age of 18 at all times.

\*Due to COVID-19, extra fees may incur to ensure a safe environment & service

## Equipment for Hire

Wi-Fi Access	\$50.00 per session
Portable Sound System Includes 1x Microphone, CD Player, Bluetooth Connection, Auxiliary Connection, USB & Memory Card Input.	\$50.00 per session
Data Projector & Screen	\$40.00 per session
Linen Table Cloths with Linen Napkins (White)	\$25.00 per table
Linen Table Cloths without Linen Napkins (White)	\$15.00 per table
Computer Speakers	\$10.00 per session
Microphone (Lapel Option Available)	\$10.00 per microphone
Whiteboard or Flipchart & Markers	\$10.00 per session
Notepads & Pens	\$2.50 per person
Admin Services Includes any Photo Copying, Printing or Scanning of Documents	\$1.00 B&W per A4 copy \$1.50 Colour per A4 copy
Bar – Staff Hire Costs: Minimum 3 hour engagement. Rates are per staff member per hour, as required.	\$26.15 p/hour Mon– Fri \$31.40 p/hour Saturday \$36.60 p/hour Sunday
Audio Visual Technician	\$POA

# 2 & 3 Course Packages *served alternately*

The choice is yours

2 Course \$42.00 per person

3 Course \$52.00 per person

## Inclusions

Linen, Crockery, Cutlery, Dance Floor, Microphone and Wait Staff for 5 hour duration

Freshly Brewed Coffee & Tea Selection, served with Biscuits

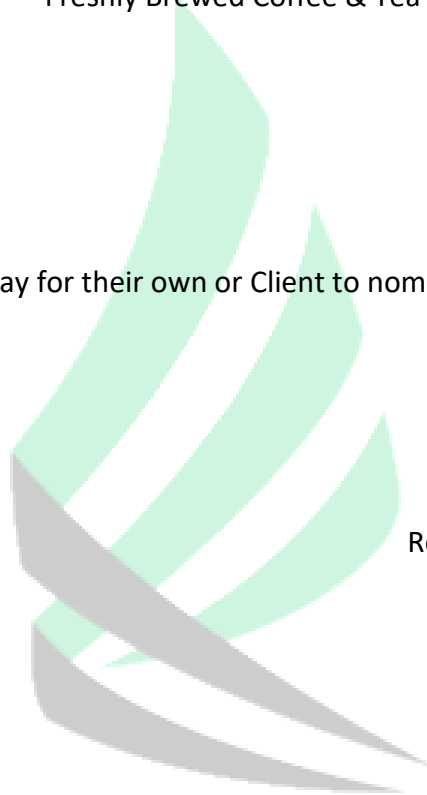
Freshly Baked Bread Rolls

Beverage Package: Guests pay for their own or Client to nominate beverage selection to be served and total dollar limit

Room Hire: please see schedule

Minimum 30 Guests

Prices inclusive of GST



## ENTREE

Caprese Salad (V)

Grilled Chicken Ceaser Salad

Prawn & Avocado with Tomato Gel, Mixed Leaf Salad

Twice Cooked Pork Belly Cube with Sweet Corn Puree and Sous Vide Baby Beetroot

Smoked Salmon & Avocado with Parmesan Tuile, Balsamic Glaze

Antipasto Plate with Salami, Grilled Vegetables, Marinated Kalamata Olives & Feta Cheese

## MAIN COURSE

Vegetable Lasagne with Baby Spinach Salad, Passatta Sauce (V)

Garlic & Rosemary Infused Lamb Rump with Potato Dauphinoise, Red Wine Jus

Crispy Skinned Salmon Fillet on Crushed Baby Chat Potatoes with Lime & Caper Butter

Slow Roasted Scotch Fillet with Paris Mashed Potatoes, Forest Mushroom Compote, Red Wine Jus

Prosciutto Wrapped Chicken Breast Supreme on Basil Perfumed Risotto, Semi Dried Tomato Jus

Apricot & Toasted Macadamia filled Pork Neck served with a Parmesan Polenta Cake, Honey Mustard Glaze

## DESSERT

Banoffee Pie with Espresso Gelato

Chocolate Tart with Raspberry Sorbet

Coconut & White Rum Panna Cotta with Mango Coulis and Toasted Shaved Coconut

Apple Galette with Vanilla Bean Ice Cream, Cinnamon Syrup

Raspberry New York Baked Cheesecake with Chocolate Gelato

Sticky Date Pudding with White Chocolate Ice Cream, Salted Butterscotch Sauce

# Hot Buffet & Carvery Package

The choice is yours

Up to 50 Guests \$45.00\* per person

50 Guests+ \$42.00\* per person

## Inclusions

Linen, Crockery, Cutlery, Dance Floor, Microphone and Wait Staff for 5 hour duration

Freshly Brewed Coffee & Tea Selection, served with Biscuits

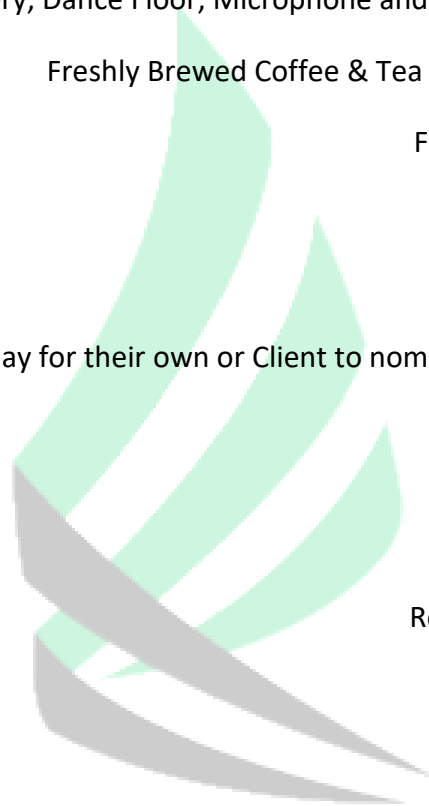
Freshly Oven Baked Bread Rolls

Beverage Package: Guests pay for their own or Client to nominate beverage selection to be served and total dollar limit

Room Hire: please see schedule

Minimum 30 Guests

Prices inclusive of GST





## HOT DISHES – CHOICE OF 2

Carvery: Your choice of either Pork or Beef only with Roasted Vegetables & Gravy

Sate Chicken

Boneless Fish Fillets with Lemon Caper Butter

Butter Chicken

Thai Red Beef Curry

Asian Chicken Stir-fry with Hokkein Noodles

Beef Stroganoff

Vegetable Lasagne (V)

## SIDES & SALADS – CHOICE OF 3

Steamed Seasonal Vegetables

Steamed Rice

Roasted Chat Potatoes

Garden Salad

Ceaser Salad

Greek Salad

Coleslaw

Warm Sweet Potato Salad with Rocket, Toasted Pinenuts & Cajun Spiced Dressing

Roasted Beetroot, Baby Spinach & Crumbled Feta with Dijon, Apple Vinegar & Honey Dressing

## DESSERT

The Chef's Dessert Towers with Assorted Petit Fours & Fresh Fruit

Note: Hot dish options can be discussed with our Chef according to your requirements & wishes but please be aware that this may affect the price per person.

# Cocktail Package

\$16.50\* per person

The Choice is yours

Choose six menu items (Additional Items add \$3.50 per item)

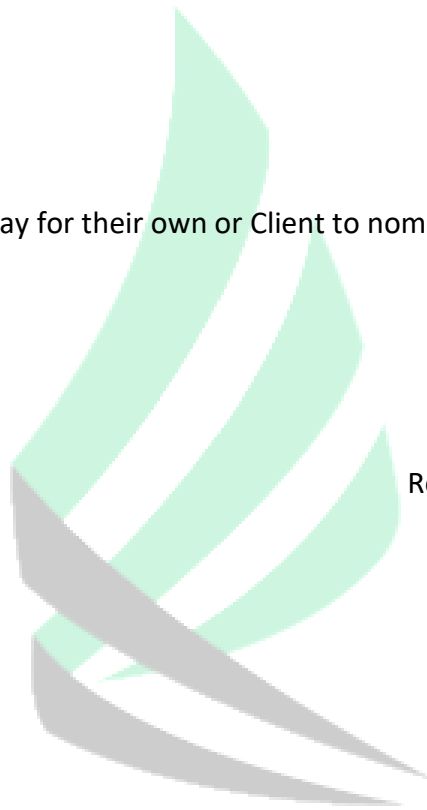
Inclusions

Microphone and Wait Staff for 5hr duration

Beverage Package: Guests pay for their own or Client to nominate beverage selection to be served and total dollar limit

Room Hire: please see schedule

Prices inclusive of GST



**HOT SAVOURIES (ALL SERVED WITH DIPPING SAUCES)**

Vegetable Samosas (V)

Mini Spring Rolls (V)

Steamed Wontons

Assorted Mini Gourmet Pizzas (some V)

Mini Sausage Rolls

Assorted Gourmet Pies

Satay Chicken Tenders with Peanut Dipping Sauce

Tempura Fish Pieces

Thai Fish Cakes

Spinach & Feta Pastizzi (V)

Assorted Mini Quiches (some V)

Chicken Sliders

**COLD & SWEET**

Scones served with Jam & Cream

Mini Danish Pastries

Selection of Assorted Muffins

Assorted Mini Cakes

Assorted Finger Sandwiches and Wraps

Fresh Seasonal Fruit Platter

1.5 pieces per person per item

# Wake Package *“In Loving Memory of”*

The Choice is yours

\$18.00\* per person

Choose six menu items (Additional Items add \$3.50 per item)



Inclusions

- Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Biscuits
- Microphone and Wait Staff for 5hr duration
- Soft Background Music (optional)

Beverage Package: Guests pay for their own or Client to nominate beverage selection to be served and total dollar limit

Room Hire: please see schedule

Prices inclusive of GST

**HOT SAVOURIES (ALL SERVED WITH DIPPING SAUCES)**

Vegetable Samosas (V)

Mini Spring Rolls (V)

Steamed Wontons

Assorted Mini Gourmet Pizzas (some V)

Mini Sausage Rolls

Assorted Gourmet Pies

Satay Chicken Tenders with Peanut Dipping Sauce

Tempura Fish Pieces

Thai Fish Cakes

Spinach & Feta Pastizzi (V)

Assorted Mini Quiches (some V)

Chicken Sliders

**COLD & SWEET**

Scones served with Jam & Cream

Mini Danish Pastries

Selection of Assorted Muffins

Assorted Mini Cakes

Assorted Finger Sandwiches and Wraps

Fresh Seasonal Fruit Platter

1.5 pieces per person per item

# Breakfast Conference Packages

The Choice Is Yours

Continental Buffet Breakfast \$17.50\* per person

Full Buffet Breakfast \$30.00\* per person

## Inclusions

Linen, Crockery, Cutlery and Wait Staff for the duration of your Breakfast Conference

Audio Visual Equipment Inclusions (One of each)

Microphone and Lectern, Data Projector and Screen, Whiteboard and Flipchart

Room Hire is complimentary on minimum of 25 delegates and above

Room Hire: please see schedule

Minimum 20 guests

Prices inclusive of GST



## **CONTINENTAL BREAKFAST BUFFET**

Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Orange Juice

Assorted Yoghurts, selection of Cereals and Muesli

Sliced Fresh Seasonal Fruit Platter

Assorted Bakery Breads

Selection of Preserves & Honey

Assorted Muffins, Croissants and Danishes

## **FULL BUFFET BREAKFAST**

Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Orange Juice

Scrambled Eggs, Breakfast Sausages, Bacon, Grilled Tomatoes, Sautéed Mushrooms and Hash Browns

Assorted Yoghurts, selection of Cereals and Muesli

Sliced Fresh Seasonal Fruit Platter

Assorted Bakery Breads

Selection of Preserves & Honey

Assorted Muffins, Croissants and Danishes



# Full Day Conference Packages

The Choice Is Yours

\$48.00\* per person

## Inclusions

Mentos Mints, Crockery, Cutlery and Wait Staff for the duration of your Conference

All Day Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Biscuits

## Audio Visual Equipment

Microphone and Lectern, Data Projector and Screen, Whiteboard and Flipchart (One of each)

Room Hire: please see schedule

Room Hire is complimentary on minimum of 25 delegates and above (Full Day Only)

Prices inclusive of GST

## Half Day Conference

\$43.00\* per person

Excludes either Morning Tea or Afternoon Tea



**CATERING SCHEDULE** *(Please provide your preferred times for each service)*

**ON ARRIVAL**

All Day Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Biscuits

**MORNING TEA**

2 Selections for Morning Tea

See Following Menu for your Selections

**BUSINESS BUFFET LUNCH**

Served in your Room

2 Hot Dishes, 2 Salads, 1 Side Selection

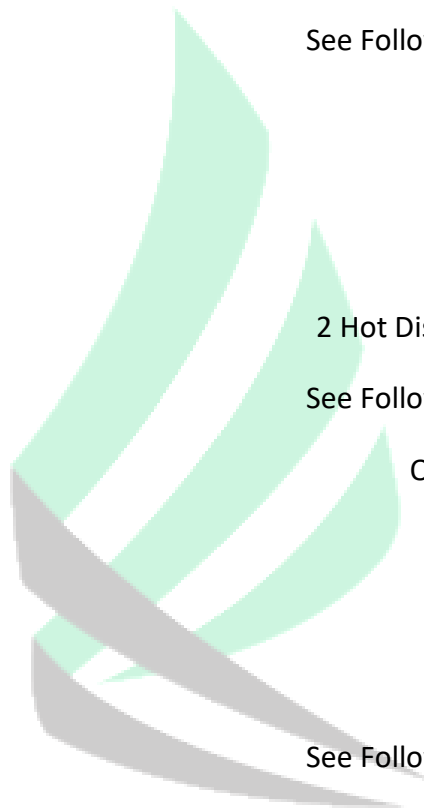
See Following Menu for your Selections

Orange Juice served with Lunch

**AFTERNOON TEA**

2 Selections for Afternoon Tea

See Following Menu for your Selections



## MORNING & AFTERNOON TEA

### SAVOURY ITEMS

Vegetable Quiche (V)

Frittata, Bacon Bites

Assorted Mini Pizza

Spinach & Feta Pastizzie (V)

Gourmet Mini Pies

Chicken & Mushroom Arancini

Curry Puffs

Vegetarian Spring Rolls (V)

Mini Ham & Cheese Croissants

### SWEET ITEMS

Assorted Muffins

Mini Scones With Jam & Cream

Portuguese Mini Tarts

Vanilla Slice

Mini Lamingtons

Assorted Mini Danishes

Chocolate Brownies

Caramel Slice



## **BUSINESS BUFFET LUNCH**

### **HOT DISHES – CHOOSE 2**

Slow Roasted Beef with Mushroom Compote & Jus

Grilled Barramundi Fillets with Asparagus & Lemon Butter

Shepherd's Pie

Butter Chicken Curry

Chicken Stir Fry with Noodles & Asian Vegetables

Chilli Beef

Beef Bourignon Pie

Roast Pork with Apple Sauce

### **SALAD MENU – CHOOSE 2**

Garden Salad

Greek Salad

Coleslaw

Warm Sweet Potato Salad with Rocket, Toasted Pinenuts & Cajun Spice Dressing

Roasted Beetroot, Baby Spinach & Crumbled Feta with Dijon, Apple Vinegar, Honey Dressing

### **SIDES MENU – CHOOSE 1**

Roasted Chat Potatoes with Bacon & Parmesan

Chorizo Mash Potato

Seasonal Steamed Vegetables

Steamed Rice

# Full Day Workshop Packages

The Choice Is Yours

\$20.00\* per person

Inclusions

Crockery, Cutlery and Wait Staff for the duration of your Workshop

All Day Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Biscuits

Room Hire: please see schedule

Room Hire is complimentary on minimum of 25 delegates and above (Full Day Only)

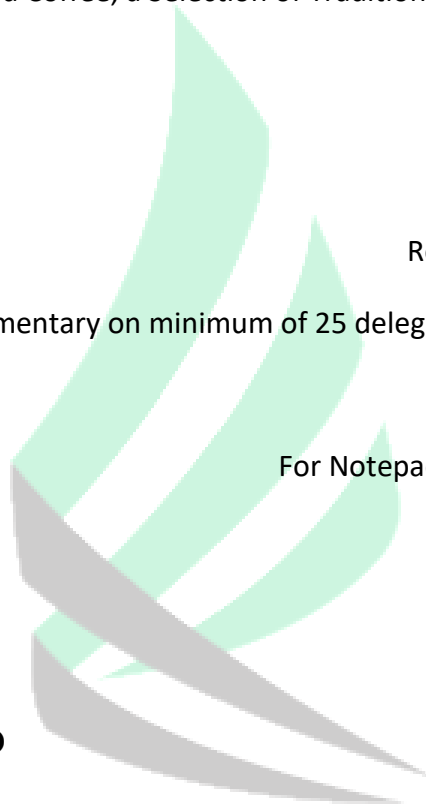
Prices inclusive of GST

For Notepads & Pens add \$2.50 per head.

## Half Day Workshop

\$14.00\* per person

Excludes either Morning Tea or Afternoon Tea.



**CATERING SCHEDULE** (*Please provide your preferred times for each service*)

**ON ARRIVAL**

All Day Freshly Brewed Coffee, a Selection of Traditional Teas & Herbal Infusions and Biscuits

**MORNING TEA**

Selection of Assorted Muffins

Assorted Mini Cakes

**LIGHT BUSINESS LUNCH**

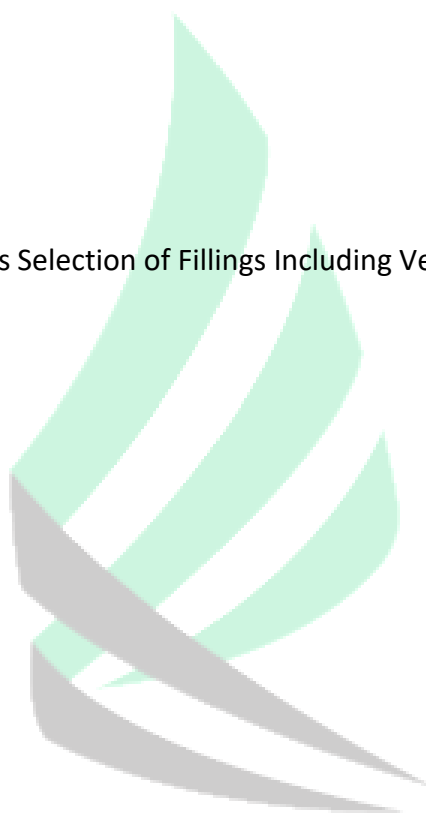
Sandwich Platters, Chef's Selection of Fillings Including Vegetarian Options, Served on a Variety of Breads:

White, Brown and Wraps

**AFTERNOON TEA**

Mini Danish Pastries

Fresh Seasonal Fruit Platter



\*Due to COVID-19, extra fees may incur to ensure a safe environment & service

**FOR BOOKING ENQUIRIES**

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