



Brothers Leagues Club Townsville *Corporate Compendium*



2019

VENUE HIRE

Surcharges apply on Public Holidays.
Minimum spends apply.



RANGE ROOM - \$350 per day

Our Range Function Room is fully air-conditioned. We have both round and rectangular tables available, depending on your room layout and seating requirements.

HALF RANGE ROOM - \$250 per day

The Range Room can be split in two for a smaller function.

INCLUSIONS

- Tables and chairs set up to your requirements
- Additional tables on request
- Free Wi-Fi
- Data projector screen
- Flip chart stand
- Hand-held cordless microphone
- Lectern
- Data projector
- Flip chart paper
- Small white board w/ markers

ADDITIONAL

	(per day)
Riser	\$180.00



ROOM LAYOUT OPTIONS

Theatre

Best suited to programs where the presenter is the focus.

Open Faced Tables

Best suited to programs where the presenter is the focus.

U-Shape

Ideal for training programs requiring group interaction/use of visual aids. Ideal for smaller groups.

Classroom

Ideal for intensive programs where the focus is on the presenter and extensive note taking is required. Suitable for all group sizes.

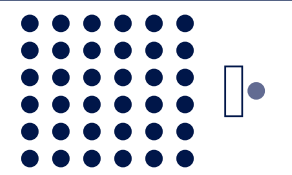
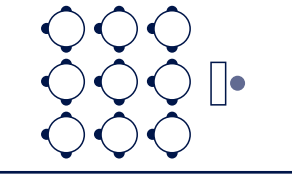
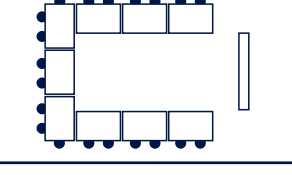
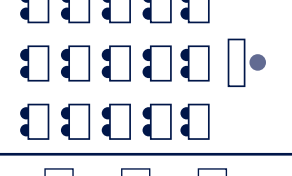
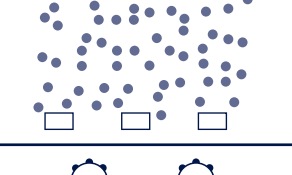
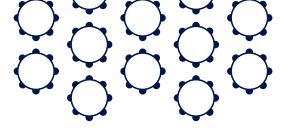
Cocktail

Ideal for social/meet and greet functions. Suitable for all group sizes.

Banquet

Ideal for dining functions. 8-10 per table.

CAPACITIES

Room	Range	1/2 Range	Layout
Theatre	180	50	
Open Faced Tables	96	36	
U-Shape	42	24	
Classroom	-	-	
Cocktail	250	70	
Banquet	200	60	

• Seated • Standing



MORNING TEA, AFTERNOON TEA & LUNCH MENU



BEVERAGES

- Self serve tea & coffee on arrival \$3.00 pp
- Continuous self serve tea & coffee \$4.50 pp
- Jugs of juice or softdrink \$9.00 each

Fresh cakes, brownies, etc baked to order

MORNING & AFTERNOON TEA

- Freshly baked cookies \$4.00 pp
- Selection of muffins \$6.00 pp
- Selection of danishes \$6.00 pp
- Fresh scones or pikelets w/ jam & whipped cream... \$6.00 pp
- Fruit Platter \$50.00 each
- Cheese Platter \$75.00 each

LUNCHEONS & LIGHT MEALS

- Assorted sandwiches & wraps/rolls \$9.95 pp
- Quiche & salads \$13.50 pp
- Assorted cold meat platters, cheese, salad, fruit & a bread basket \$17.00 pp
- Lasagne, chips & salad \$18.50 pp
- Post Mix - Jug \$9.00 pp
- Soft Drinks - Can \$3.50 pp



DAY DELEGATE PACKAGES

Full day includes morning tea, lunch & afternoon tea.
Half day includes either morning tea & lunch OR lunch & afternoon tea.



PACKAGE 1

ON ARRIVAL

Self serve tea & coffee

MORNING TEA

Choose 1:

Danish pastries & muffins

Tea & coffee

LUNCH

Selection of assorted sandwiches

Fresh fruit platter

Tea, coffee & juice

AFTERNOON TEA

Selection of gourmet cookies

Tea & coffee

PACKAGE 2

ON ARRIVAL

Self serve tea & coffee

MORNING TEA

Choose 2:

Danish pastries, muffins, gourmet biscuits

Tea, coffee & juice

LUNCH

Selection of assorted sandwiches & wraps

Fresh fruit platter

Tea, coffee & juice

AFTERNOON TEA

Choose 2:

Danish pastries, muffins, gourmet biscuits or chocolate brownies

Tea & coffee

PACKAGE 3

ON ARRIVAL

Self serve tea & coffee

MORNING TEA

Choose 2:

Danish pastries, muffins, gourmet biscuits

Scones, jam & cream

Tea, coffee & juice

LUNCH

Cold chicken pieces, cold meat platter

Choose 2 salads: Coleslaw, Potato, Pasta, Garden, Greek

Assorted bread basket

Fresh fruit platter

Tea, coffee & juice

AFTERNOON TEA

Choose 2:

Danish pastries, muffins, gourmet biscuits or chocolate brownies

Fresh fruit platter

Tea, coffee & juice

\$28.50 pp Full Day / \$22.50 pp Half Day

\$30.50 pp Full Day / \$24.50 pp Half Day

\$37.50 pp Full Day / \$31.50 pp Half Day

PLATTERS

Each platter caters for approximately 8-10 guests.
Platters include all condiments & cocktail napkins.



Self Serve Tea & Coffee

\$3.50 per person

AUSSIE PLATTER

Chef's selection of dips
Cocktail onions
Kabana
Sharp cheese
Assorted crackers

\$75.00 each

ANTIPASTO PLATTER

Assortment of deli vegetables
Camembert & sharp cheese
Deli meats
Assorted crackers

\$75.00 each

SANDWICH PLATTER

Chef's selection of fresh bread w/ an assortment of fillings

\$50.00 each

CHEESE PLATTER

Chef's selection of gourmet cheeses
Dried & fresh fruits
Assorted nuts & crackers

\$75.00 each

FRUIT PLATTER

Chef's selection of sliced fresh fruits

\$50.00 each

SWEET PLATTER

Chef's selection of assorted cakes & slices

\$75.00 each

SEAFOOD PLATTER

Your choice of either:
Fresh prawns, cocktail sauce, lemon wedges
Fresh oysters, cocktail sauce, lemon wedges

Market Price

ASIAN PLATTER

Beef dim sims
Samosas
Vegetable cocktail spring rolls
Pork gyoza
Crumbed calamari ring

\$75.00 each

BAKERS PLATTER

Mixed party pies
Cocktail sausage rolls
Cocktail fillos
Cocktail quiche selection

\$75.00 each

AMERICAN PLATTER

Buffalo wings
Mozzarella cheese sticks
Chicken kiev balls
BBQ meatballs

\$75.00 each

FISHERMEN'S CATCH PLATTER

Fish cocktail
Salt & pepper squid
Prawn twisters
Potato spun prawns

\$80.00 each

CHILDREN'S PLATTER

Cheerios
Chicken nuggets
Party pies
Sausage rolls

\$50.00 each

TERMS AND CONDITIONS



CONFIRMATION OF BOOKING

Your reservation is considered confirmed on receipt of the Venue Fee and a signed copy of the Terms and Conditions document. The venue fee payment is required in full within 7 days of the original reservation to secure the room. If these are not received within this time we reserve the right to re-allocate or cancel any function space being held without any further notice. Please note that minimum numbers are required for our function areas. Non Profit organisations are advised that in the event of dates coinciding with a paid booking, the paid booking will take precedence.

COSTS AND CHARGES

Final numbers are required 14 days prior and charges will be based on this guaranteed minimum or final head count, whichever is greater. A price adjustment may apply for any changes or alterations to a set menu. We advise that menus, prices and conditions may change without notice. Musicians, videographers and photographers must be paid for and included in the overall number of guests attending the function. A surcharge of 10% of the total will apply to functions being held on a Public Holiday. A charge may apply for each change made to the function/set up within 48 hours of the function date.

PAYMENT

We accept cash, credit card, direct deposit, or bank cheque. We do not provide credit. The contract signatory is liable to pay all money due under this Agreement. Full payment of the catering and any beverage package cost is required 14 days prior to the event. Any extra food and beverage consumed is required to be settled at the completion of the function. We will not proceed with the Event until payment in full (cleared funds) has been received.

CANCELLATIONS

Postponement of any function will be considered a cancellation. All cancellations are required in writing. If for any reason your function is cancelled, the following conditions apply:

- All deposits are non-refundable upon cancellation
- 1-3 months prior to function you will be liable for 25% of the estimated final account based on what has been confirmed with the Function Coordinator
- Less than 2-4 weeks prior to the function – you will be liable for 50% of the estimated final account based on what has been confirmed with the Function Coordinator
- 14 days prior to the function - liable for full payment of the estimated final account based on what has been confirmed with the Function Coordinator

FUNCTION DETAILS

To ensure the success of your function we require confirmation, in writing, of final numbers, menu choices, beverage requirements, room setup, floor plan, equipment requirements and schedule no less than 14 days prior.

TIME EXTENSIONS

Clients are advised that the room must be vacated by the finishing time as stated on the Event Order. Any extension must be arranged prior to the function - additional charges may apply.

EQUIPMENT/HIRE CHARGES

Charges may apply for special equipment or facilities provided for each function – please discuss costs and needs with the Function Coordinator. Any equipment, connections or ancillary items provided by Brother's Leagues Club that are damaged or not returned will be invoiced at full replacement value. Brothers Leagues Club does not provide technical support for AV equipment, however technical support can be arranged via a sub contractor upon request (extra charges apply).

BYO

The provision for BYO food is not permitted. Due to licensing laws, no beverage may be brought onto or taken off the property by any party, with the exception of unopened, purchased takeaway beverages.

CHILDREN:

Children are welcome to stay for the duration of the function or until midnight only (whichever comes first) unless they are asleep, in which case the parent/guardian will be asked to take the child/children home (young babies in prams are an exception). Portacots, mattresses, etc are NOT permitted.

DELIVERY & PICKUP OF EQUIPMENT

The venue must be advised of all deliveries and collections made on behalf of the client. Payment for deliveries of goods must be made by the client in advance. Assistance for moving equipment in or out of the venue will be dependant of staff availability.

Due to limited storage capacity, all materials for packaging, crates, boxes etc and equipment such as props, displays and so on must be removed from the venue at the conclusion of the event unless otherwise permitted by the Club.

RESPONSIBILITY

The patron assumes financial responsibility for all damage caused by them or any of their guests, invitees or other people attending the function, whether in the function rooms or in another part of the venue, including accidental activation of smoke alarms/detectors.

General and normal cleaning is included in the cost of the venue fee charge, but additional charges may be payable if the function has created cleaning needs above and beyond normal cleaning.

The venue will take all necessary care but will not accept responsibility for damage or loss of the client's property in the venue before, during or after a function. This includes gifts and/or decorations.

The patron is responsible to conduct the function in an orderly manner and in full compliance with the rules and House Policy of the venue and all applicable laws. We reserve the right to intervene if a function's activities are considered illegal, noisy or offensive. If the Club has reason to believe that a function will affect the smooth running of the Club, its security or reputation, it reserves the right to cancel the function.

The venue 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 and they may be asked to leave the premises.

All guests must conform to the Club's Dress Regulations and Policies at all times.

Clients must ensure that all external contractors (eg: photographers, band members, AV technicians, etc) must have all necessary licenses, insurances and approvals to undertake the relevant activity.

DRESS REGULATIONS

To maintain the high dress standards enjoyed at your club we request that the following regulations be adhered to. Swimwear, bare feet, headwear, numbered sports jerseys, t-shirts with offensive or obscene language, singlets or sleeveless t-shirts and football boots not permitted. Management reserves the right to refuse entry to anyone who, in its opinion, is not suitably groomed or attired. Untidy, faded or frayed clothing and work clothes not permitted after 6pm. Children welcome after 10pm, however must be supervised. Under 18s not permitted in the gaming lounge.

FIRE & SAFETY

Exit doors must be free of blockages, such as display stands, screens and decorations. Exit doors must not be locked, and exit signs must be clearly visible.

Highly Flammable materials are not permitted. The use of smoke machines, open flames, heaters, lamps, etc, is not permitted.

UNFORSEEN CIRCUMSTANCES

In the event of Brothers Leagues Clubs' inability to comply with any of the provisions due to: termination or interruption of gas or electricity supplies, industrial disputes, plant and equipment failure, earthquake, fire, flood, cyclone, unavailability of food supplies, or any other unforeseen contingency or accident. Brothers Leagues Club reserves the right to cancel any booking and refund any deposit and all monies paid. Neither the clients/s nor the Club shall be liable for the non-performance of this agreement. In no event shall the Club be liable for the loss of profit or consequential damages whether based on breach of contract, warranty or otherwise. Where facilities booked are unavailable due to causes beyond the control of the Club, the Club reserves the right to substitute similar facilities.

BROTHERS



TOWNSVILLE
Brothers
LEAGUES CLUB

Brothers Leagues Club Townsville

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