



# *Meet & Learn*

## *Corporate Events*

### *Brothers Leagues Club Townsville*

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# Venue Hire

## Range Room

*350.00 per day*

*Round Table Max. 10 per table • Seated Max. 160 pax • Cocktail Max. 200 pax (standing)*

*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

*250.00 per day*

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

## Board Room

*150.00 per day*

*Maximum seating 12 persons. Self serve tea and coffee supplied. AV equipment available.*

## Inclusions

*Tables and chairs set up to your requirements*

*Additional tables on request*

*Free Wi-Fi*

*Hand-held cordless microphone*

*Lectern*

*Data projector (available in Range Room only)*

*Flip chart paper*

*White board and flip chart with markers*

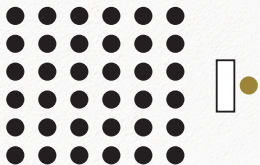
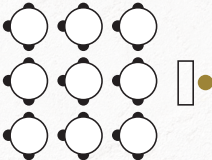
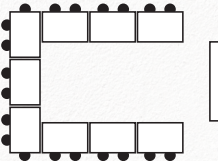
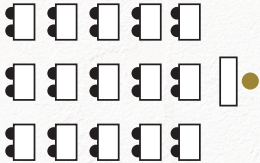
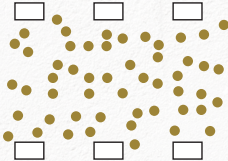
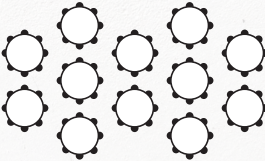
## Additional

*(per day)*

*Stage 180.00*



# Room Layout

Room	Range	$\frac{1}{2}$ Range	Layout
Theatre	180	50	
Open Faced Tables	96	36	
U-Shape	42	24	
Classroom	30	-	
Cocktail	250	70	
Banquet	160	70	

● Seated    ● Standing



# Breakfast Options

*Includes juice, self serve tea and coffee. Minimum 40 adult guests.*

## Continental Breakfast Buffet

**19.95pp**

### CONTINENTAL SELECTION

*Fruit Salad*

*Pastries*

*Muffins*

## Breakfast Buffet

**28.00pp**

### CONTINENTAL SELECTION

*Fruit Salad*

*Pastries*

*Muffins*

### HOT SELECTION

*Scrambled Eggs*

*Grilled Bacon*

*Grilled Breakfast Sausages*

*Tomato*

*Hash Browns*

*Mushrooms*

*Baked Beans*

## Plated Breakfast

**29.50pp**

### CONTINENTAL SELECTION

*Fruit Salad*

*Pastries*

*Muffins*

### + YOUR CHOICE OF:

*Grilled Bacon, Sausages or Hash Brown with Scrambled Egg, Tomato & Mushrooms*

*Eggs Benedict with Leg Ham, Grilled Tomato & Golden Hash Browns on Toasted Sourdough*

*Baked Spinach & Feta Frittata with Grilled Tomato & Golden Hash Browns V*

*GF Option: Replace Hash Browns with Mushrooms.*

**V** - Vegetarian, **GF** - Gluten-Free. Please let us know of any dietary requirements your guests may have.



# Catering

## Light Refreshments

### BEVERAGES

*Self Serve Tea & Coffee On Arrival 3.00pp*

*Continuous Self Serve Tea & Coffee 4.50pp*

*Jugs of Juice or Softdrink 9.00 each*

### MORNING & AFTERNOON TEA

*Freshly Baked Cookies 4.00pp*

*Selection of Muffins 6.00pp*

*Selection of Danishes 6.00pp*

*Fresh Scones with Jam & Whipped Cream 6.00pp*

*Fruit Platter 50.00 Each*

*Cheese Platter 75.00 Each*

## Day Delegate Packages

*Full Day includes Morning Tea, Lunch & Afternoon Tea.*

*Half Day includes either Morning Tea & Lunch, or Lunch & Afternoon Tea.*

### Package 1

*24.50pp Half Day*

*27.50pp Full Day*

*Self Serve Tea & Coffee On Arrival*

#### MORNING TEA

*Danish Pastries & Muffins*

*Tea & Coffee*

#### LUNCH

*Selection of Assorted Sandwiches & Wraps*

*Fresh Fruit Platter*

*Tea, Coffee & Juice*

#### AFTERNOON TEA

*Selection of Gourmet Cookies*

*Tea & Coffee*

### Package 2

*33.50pp Half Day*

*37.50pp Full Day*

*Self Serve Tea & Coffee On Arrival*

#### MORNING TEA

*Fresh Scones with Jam & Whipped Cream*

*Tea, Coffee & Juice*

#### LUNCH

*Cold Chicken Pieces & Cold Meat Platter*

*Chef's Salad Selection*

*Quiche*

*Assorted Bread Basket*

*Fresh Fruit Platter*

*Tea, Coffee & Juice*

#### AFTERNOON TEA

*Chocolate Brownies*

*Tea & Coffee*



# Platters

Each platter caters for approximately 8-10 guests.

## Cold Selections

### **Aussie**

78.00 each

*Chef's Selection of Dip  
Cocktail Onions  
Kabana & Salami  
Sharp Tasty Cheese  
Camembert Cheese  
Crackers*

### **Antipasto**

78.00 each

*Assortment of Deli Vegetables  
Camembert Cheese  
Sharp Tasty Cheese  
Kabana & Salami  
Toasted Bread  
Crackers*

### **Sandwich**

56.00 each

*Chef's Selection Fresh Bread  
with Assorted Fillings*

### **Cheese**

77.00 each

*Chef's Selection of Cheeses:  
Blue, Brie & Sharp Cheese  
Dried & Fresh Fruits  
Assorted Nuts  
Assorted Crackers*

### **Fruit**

55.00 each

*Chef's Selection of Sliced  
Fresh Fruits*

### **Sweet**

77.00 each

*Chef's Selection of Assorted  
Cakes & Slices*

## Hot Selections

### **Asian**

78.00 each

*Beef Dim Sims  
Samosas V  
Vegetable Cocktail Spring Rolls V  
Pork Dumplings  
Calamari Rings  
Sweet Chilli Sauce*

### **Bakers**

80.00 each

*Party Pies  
Sausage Rolls  
Cocktail Spinach & Feta Filos V  
Cocktail Pastie  
Tomato Sauce*

### **American**

80.00 each

*Buffalo Wings  
Mac & Cheese Balls  
Chicken Garlic Balls  
BBQ Meatballs  
Cheesy Jalapeno Bites  
BBQ Sauce*

## **Fishermen's Catch**

80.00 each

*Flathead Bites  
Prawn Cones  
Crumbed Squid  
Crab Claws  
Garnished with Lemon  
Tartare Sauce*

## **Pizza Slab**

40.00 each

*Meatlovers  
Queenslander (Ham & Pineapple)  
Supreme*

## **Children's**

68.00 each

*Cocktail Franks  
Party Pies  
Sausage Rolls  
Calamari Rings  
Tomato Sauce*

## Special Selections

### **Vegetarian**

77.00 each

*Samosas  
Vegetable Cocktail Spring Rolls  
Spicy Jalapeno Bites  
Falafel Balls  
Fried Broccoli & Cheese Balls  
Tomato Sauce*

### **Gluten-Free**

78.00 each

*Carrot & Cucumber Sticks  
Dip  
Sharp Tasty Cheese  
Camembert Cheese  
Salami  
Pickled Onions  
Semi Dried Tomatoes  
Kalamata Olives  
Crackers*

### **Vegan**

75.00 each

*Falafel Balls  
Risotto Balls  
Carrot & Cucumber Sticks  
Beetroot Hummus  
Pickled Onions  
Balsamic Mushrooms  
Semi Dried Tomatoes  
Kalamata Olives*



# Terms & 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 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.

## UNFORESEEN 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.