

Room Hire
Coogan Room

Holds up to 100 people (depending on room set up)
Suits Weddings, Engagement parties, Birthdays, Christmas Parties, Business
Dinners, Seminars, Conferences and Wakes
Room Extended holds up to 150 people

Dr.H.B.Ellerton Room

Subject to availability
Holds up to 12 people
Suits small business meeting, conferences, interviews

Room Hire Charges

Coogan Room	Dr.H.B.Ellerton Room
2 hours or less \$175.00	2 hours or less \$40.00
4 hours or less \$350.00	4 hours or less \$60.00
5 hours or more \$400.00	5 hours or more \$120.00

including \$100 deposit to secure
venue/date

Team or Networking Meeting

Why not add 9 holes of golf with motorised cart on completion of your
conference or meeting for just \$25.00 per person
(min 4 persons)
A relaxing and fun way to begin or end your day

Licensed Premise

We are a licensed premise NO ALCOHOL OR FOOD can be brought onto
the premises

Morning Tea

Assorted mini muffins and scones served with fresh cream and jam including self-serve tea and coffee \$8.50 p/p

Cappuccino's, Flat white and Lattes are available at an additional cost \$2.50 per mug

Lunches

(Served until 2:30pm)

Bottomless tea and coffee p/p \$2.90

Sandwiches 1 round p/p \$4.60

Sandwiches 1 ½ rounds p/p \$6.90

(Sandwich fillings include: ham, chicken, corned beef, egg, salmon or salad

Gourmet Wraps p/p \$8.60

(Gourmet fillings served on pita, lavish, tortilla or Lebanese bread)

Light Meals

(Served until 2:30pm)

Please choose two options from the list below which will be served alternately

Fish fillet of the day

Quiche

Chicken Tenderloins

Spinach and Feta Pie

Hamburger w/cheese and bacon

*All of the above served with chips and salad

Chef's selection chicken dish with rice and side salad

\$13.80 p/p

Afternoon Tea

Assortment of slices and cakes served with fresh cream including self-serve tea and coffee \$9.20 p/p

Finger Food

Continual self-service food for 1 ½ hours

Price per head

Minimum 50 Guests

Samosa's
Party pies
Sausage rolls
Spring rolls
Chicken Goujons
Wedges
(Including dipping sauce)
\$15.00

Fish Bites
Calamari rings
Wedges
Chicken Goujons
Spring rolls
Sausage rolls
Party pies
Samosa's
\$16.50

Whiting fillets
Spinach triangles
Gourmet quiches
Gourmet pies
Wedges
Vegetable Dim Sims
Calamari rings
\$18.00

Value Packages

Set Price \$500.00

Best for 50-70 Guests

Includes:

Chips, Nuts & Lollies (5 Rounds)

1x Cheese Platter

Includes

Kabana, cheese blocks, brie or camembert cheese, olives, apricots, gherkins & grapes.

With a selection of dips and crackers

5x Hot Finger Food Platters

A Variety of the following

Spring rolls, mini pies, mini sausage rolls, meatballs, mini quiches, dim Sims, onion rings, chicken Goujons, wedges, and samosas

With self-serve sauces Tomato, BBQ, Sweet Chilli, Sweet N Sour

Plates & Forks for Celebration Cake

Serviettes (your choice of colour)

5x Linen Table Cloths (white)

Optional:

(Not included in package)

Tea & Coffee Station \$50.00

Hot Finger Food Platter \$80.00

Cheese Platter \$52.00

Fruit Platter \$40.00

Value Packages

Set Price \$750.00
Best for 80-100 Guests

Includes:

Chips, Nuts & Lollies (8 Rounds)

2x Cheese Platter

Includes

Kabana, cheese blocks, brie or camembert cheese, olives, apricots,
gherkins & grapes.

With a selection of dips and crackers

7x Hot Finger Food Platters

A Variety of the following

Spring rolls, mini pies, mini sausage rolls, meatballs, mini quiches,
dim Sims, onion rings, chicken Goujons, wedges, and samosas

With self-serve sauces Tomato, BBQ, Sweet Chilli, Sweet N Sour

Plates & Forks for Celebration Cake

Serviettes (your choice of colour)

8x Linen Table Cloths (white)

Optional:

(Not included in package)

Tea & Coffee Station \$50.00

Hot Finger Food Platter \$80.00

Cheese Platter \$52.00

Fruit Platter \$40.00

Cocktail Package

Room Inclusions

Menu items as shown

Disposable napkins

Casual seating

Butler style service

(Maximum duration 1 ½ hours)

Cake table set with cake knife & napkins self service

Tea & Coffee self-service

Set up of room

Room Exclusions

Tablecloths

Table centre pieces

Chair covers

Cake Cutting/Bagging service

Decorations

Menus

Option One

\$11.50 p/p

Please choose four (4) varieties from the following:

Fresh Fish Goujons
Gourmet Mini meat pies
Asian Samosas
Chicken Goujons
Miniature Spring Rolls
Assorted Miniature quiches & Miniature meat pastries
Seasoned Chicken mid drums
Homemade cocktail sausage rolls
Miniature Pizzas
Chicken Mini Dim Sims
Parmesan Cheese bites
Spinach & Feta triangles
Petite flame grilled meat balls
Served with Potato wedges and Sour Cream

Option Two

\$14.50 p/p

Please choose four (4) varieties from the following:

Fresh Fish Goujons
Gourmet Mini meat pies
Asian Samosas
Chicken Goujons
Miniature Spring Rolls
Assorted Miniature quiches & Miniature meat pastries
Seasoned Chicken mid drums
Homemade cocktail sausage rolls
Miniature Pizzas
Chicken Mini Dim Sims
Parmesan Cheese bites
Spinach & Feta triangles
Petite flame grilled meat balls
Served with Potato wedges and Sour Cream

Cold Platters

A selection of:

Cheeses, dips and crackers platter

Basic Cocktail Party Package

\$13.50 p/p
(Minimum of 50 people)

Hot Finger Foods

Served for approximately 1 ½ hour duration

Including:

Spring rolls

Chicken Goujons

Miniature Quiches

Flame Grilled Meatballs

Mini Gourmet Meat pies

Potato wedges & Sour cream

Decorations

Napkins in your colour selection

Tables

Tables will be set out cocktail style (no tablecloths)
Gift table with Table cloth

Cake Table

Self-Serve

Set with Cake knife, Napkins

& Disposable forks & plates for Cake table

Tea & Coffee

Self-serve

Cold Finger Food Platters

Optional Extras

Gourmet Cheeses w/ Water Crackers \$52.00

Selection of Fine crisps w/ Assorted Toppings \$38.00

(Per Platter Pricing)

Complete Cocktail Party Package

\$18.00 p/p
(Minimum of 50 people)

Hot Finger Foods

Served for approximately 1 ½ hour duration

Including:

Spring rolls

Chicken Goujons

Miniature Quiches

Flame Grilled Meatballs

Mini Gourmet Meat pies

Potato wedges & Sour cream

Cold Finger Foods

A Selection of cheese, dips and crackers

Nibbles

Chips and Mixed nuts will be on tables

Decorations

Napkins in your colour selection

Tables

Tables will be set out cocktail style (no tablecloths)

Gift table with Table cloth

Cake Table

Self-Serve

Set with Cake Knife, Napkins

& Disposable forks & plates for cake table

Tea & Coffee

Self-Serve

Cold Finger Food Platters

Optional Extras for Afterwards

Gourmet Cheeses w/ Water Crackers \$52.00

Selection of Fine crisps w/ Assorted Toppings \$38.00

(Per Platter Pricing)

Catering

Catering arrangements must be arranged and paid within 21 days of your booked event. For food safety reasons, catering may **NOT** be purchased from any external source or provided by yourself and brought onto the premises. This is a food safety law. The only exception is a cake to celebrate an occasion.

Beverages

Beverages can be based on consumption basis with a cash bar or bar tab. Gailes Golf Club staff are certified in the responsible service of alcohol and it is club policy that all staff comply with the relevant legislative and company requirements regarding the responsible service of alcohol, including refusing to supply liquor to a minor (or a person who cannot provide proof of age to confirm that they are 18 years or over), intoxicated or disorderly persons. We will fully support any staff member who refuses service to a person on these grounds. Beverages may not be purchased from any external source and brought onto the premises. Our function bar will serve last drinks half an hour prior to end of room hire latest being at 11.30pm, unless otherwise arranged in advance with function manager.

Decorations, Entertainment and belongings

You are more than welcome to decorate or theme your function. Please pre-arrange with the coordinator at least 21 days prior to your event if you wish to decorate the room. Kindly also advise us of any expected deliveries or companies booked to theme your hired function room. Items may only be fixed to the walls with adhesives that do not remove paint (bluetac or removable hooks) and need to be removed at the conclusion of the function. You may either hire a DJ, Jukebox or band. Please advise the coordinator of any expected deliveries or band set up. Gailes Golf Club takes no responsibility for the loss or damage to personal property whilst left on the premises.

Property damage

The client is financially responsible for any damage suffered by the club and permanent damage to property during their function (including their set up time). The client must exercise appropriate control over their guests.

Cancellations

The deposit paid is non-refundable. Should your function be cancelled 12 weeks prior your date, your deposit will be taken as a cancellation fee. If the function is cancelled within 7 days from the function date, full payment of all other expenses is also Non-refundable.

Deposit booking

Tentative bookings are held for 14 days from the date of the booking. Once 14 days has passed we will automatically cancel your booking. To confirm the booking within the 14 day period, a minimum of room fee hire charge is required to secure the booking. Final numbers and full payment of the balance must be made at least 21 days prior to the function date.

Payment

Payment can be made cash, cheque or credit card (phone / in person). Should you require a tax invoice please request this from the coordinator at time of paying.

The Club and its management also reserve the right to implement any of the following actions if required necessary:

- ✿ Refuse service of alcohol (in accordance with RSA legislation)
- ✿ Removal of patron from private function on licensed premises
- ✿ Closure of bar at any point during function
- ✿ Closure of private function at any point during function (No refund of room hire will be issued)

Once you have read the terms and conditions, please sign in the space below and return to Gailes Golf Club within 2 week of confirming your function.

Client Signature.....

Function booking name.....

Client address.....

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Contact no..... Mobile (04).....

Email.....

Date.....

Date of function.....