



Function Package

Thank you for expressing interest in the Victoria Park Hotel for your next function. The following package is designed to provide you with all the necessary information that you will require to book a function at the Victoria Park Hotel. Should you have any further enquires please don't hesitate to contact us.

Should you wish to view any of our function areas with in the hotel please make an appointment with us.

Once again, thank you for considering the Victoria Park Hotel and we look forward to seeing you soon.

Contact details

Functions Coordinators

Mario Bartelt

Aisling Comerford

Victoria Park Hotel

605 Albany Highway

Victoria Park 6100

Phone (08) 9361 1063

Fax (08) 9472 3097

Email- victoriaparkhotel.functions@spirithotels.com.au

Hotel Manager: Aimee Edwards

Head Chef: Steven Jones



The Vic Park Hotel can cater for any type of function, from birthday parties, engagement parties, business and social club meetings, set menus, sundowners, corporate events, training seminars, product launches the list goes on. The advantage of holding your function at the Vic Park is that we can offer a relaxed setting with quality food and beverages at a very competitive price.

The Vic Park will make every attempt to meet any special requirements you may have for your function. All you need to do is ask. We will endeavour to accommodate the needs of you and your guests.

Should you choose to hold your function at the Vic Park you will have exclusive use of your area for the duration of your function. Alternately, non exclusive areas of the hotel can be reserved for your guests.

The Vic park hotel offers fully functional bars accessible from all functions areas. From these bars you and your guests will have a choice of our current beers on tap, bottom and top shelf spirits, a selection of pre mix drinks, a comprehensive wine list and a cocktail list.

Function Room

- Our biggest and most popular function option
- DJ or I-Pod Facilities (*Conditions apply*)
- Private toilets
- Fully equipped private bar (with three draught beers and one cider)
- 200 people capacity cocktail style (strict min 60)
- 100 people theatre style
- 80 people sit down style (min 30)
- Large private balcony
- Projector and screen facilities

Our Function Room is suitable for many different types of functions

Including cocktail style, sit down dinners, presentation evenings, sundowners, meeting or seminars. Tables can be set table with cloths, with water and coffee facilities, mints, projectors and screen, almost everything you need to hold you event.

Room Hire/ Payments

Room hire for our Function Room is \$250. This is paid as a deposit for the confirmation of the booking.

At the Vic Park we feel if you're not in an exclusive area you shouldn't have to pay room hire so all other areas Non exclusive are at no charge. If platters are ordered we do require a deposit on the food. This will be deducted from your bill at the time of the function.

Children

Children are permitted within the venue under very strict circumstances

- The child must be accompanied by “their own” parent
- All children must vacate the premises before 10pm, under extreme circumstances we may allow a child to remain on premise after this time; this will be judged on a case by case basis and must be agreed to before the event.
- If a juvenile is seen to consume alcohol on premises Victoria Park Hotel reserves the right to halt the function with no remuneration to you.

Food Options

The Vic Park is able to offer you a variety of food options for your function and dining requirements. You can choose from a-la-carte’ menu, set menus and platter menus

A-La-Carte

- Choose from our extensive menu currently in our restaurant
- Our daily specials put together by our experienced chefs

Set Menus

- Minimum of 30 people required
- Choose from a variety of two and three course set menus
- Sit down with our one of our friendly managers and our head chef to design a menu suitable for your function.
- All our set menus can be adapted for your requirements including vegetarians, gluten free, allergies ect.

Function Platters

- Suitable for cocktail, sundowners and casual functions
- Caters for approx. 10-12 persons per platter
- Large range of platters to choose from
- Variety of dishes available for each platter
- Vegetarian options available

Should you wish to offer your guests finger food we have an extensive platter menu. This option is charged by the platter, as opposed to per head. Our staff will be more than happy to help you gauge amounts. The platter menu is designed to provide flexibility and if you should require anything that is not listed in the menu please don't hesitate to ask.

The Vic Park Hotel operates under the accredited Food Safety Program. In the interest of patron safety, patrons are not allowed to bring food into the premises. Additionally all food must be consumed on site and therefore we do not allow food to be taken out of the venue.

The Vic Park Hotel is committed to the RSA and therefore do not offer any discounted or drinks packages. However our extensive range of draught beers, bottled beers, pre mixes, wines and spirits can cater for any budget.

Should you wish to have a copy of our beverage menu don't hesitate to ask.

All drinks are charged on a consumption basis with the choice of a full or limited bar tab or a pay as you go arrangement.

We can also arrange a tea and coffee station at a flat rate of \$50.00. This is set up in a particular area so that your guests can help themselves as they wish.

Entertainment

We provide the option of plugging in an iPod or MP3 player to our in house sound system, failing this you are more than welcome to organise your own DJ or Jukebox.

Below are a few options for your entertainment requirements.

Mobydisc- DJ, Jukeboxes, Karaoke

www.mobydisc.com.au

1800 100 606

Slim Jim – DJ

www.slimjimenterprises.com.au

(08) 9409 2800

Decorations

If you want to organise decorations we have given a couple of options to make things a little easier below. Decorations can be delivered to the hotel and set up during the day of your function given there are no other functions on at the time

Party Decor – your one stop party shop

www.partydecor.com.au

info@partydecor.com.au

2/1236 Albany Hwy Cannington W.A 6107

9454 5500

Funky Balloons

admin@funkyballoons.com.au

149 South Terrace (crn Canning Hwy)

Como W.A

9368 2233 / 0400 171 110

Lotsa Lollies

All Things Lollies

Lolly Buffets – Candy Carts – Vending Machines – Bulk Lollies

Julie Shadbolt

0419 942 467

info@lotsalollies.com.au



Note: No Glitter, Scatters, Confetti, Lit Candles or Talc Powder

An additional cleaning fee will be charged to your credit card in the event of their use

Only Blu-Tack to be used on walls.

Audio Visual

Use of our Projector and Screen can be hired for \$50. For the photo slide shows, movies, tributes or presentations you may wish to show at your function.

If you have any photos simply bring in a laptop and plug straight into our projector.

Function Confirmation of Details

To confirm your function booking, please complete and send back with your terms and conditions

Name _____

Company _____

Postal Address _____

Phone _____ Fax _____ Mobile _____

Email _____

Function Date _____

Function Start time _____ End Time _____

Bar Tab to be set up: YES/NO _____ Approx limit _____
(Bar Tab can be adjusted on the day/night of event)

Area _____ Number of Guests _____

Reason for Function _____

Type of (Function Please circle) Cocktail Set Menu Other

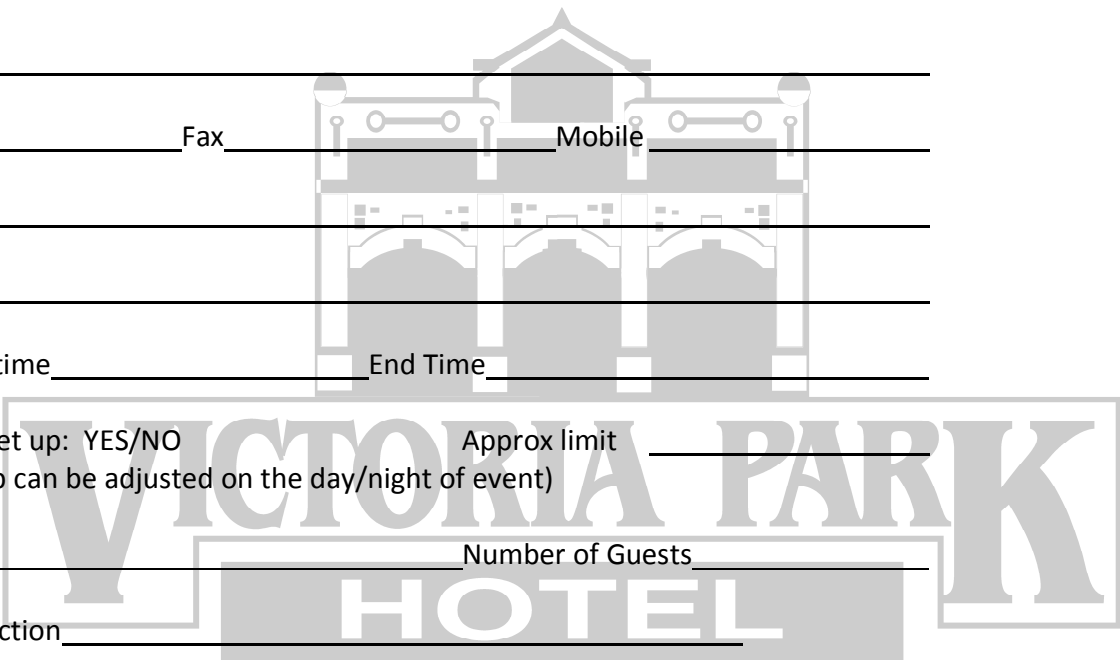
Food Ordered _____

Time Food to be served _____

Entertainment Booked _____

Any special requests _____

Contact person at function _____



1. Terms & Conditions

1. Office of Racing, Gaming and Liquor and the Victoria Park Hotel Management Policy

1.1 Only beverages purchased on the premises may be consumed on the premises. You are not permitted to bring beverages on the property.

1.2 No beverages purchased on the premises are to be removed from the venue.

1.3 No food can be brought onto the premises without the prior consent of the Venue Manager.

1.4 In order to comply with our in house responsible service of alcohol standards, it is a requirement that a minimum amount of food (approx 1 platter per 10 guests) is purchased with any function booked in the venue except in the case of a set menu or A-la-Carte dining.

1.5 The Vic Park Hotel and its staff are responsible servers of alcohol. If in the opinion of the venue, you or any of your guests are deemed to be intoxicated, argumentative and/or aggressive; they WILL be refused service and asked to leave the venue immediately.

1.7 All persons attending the venue must be able to provide adequate identification or proof of age on request at any time. A current passport, proof of age card or Australian driver's license is the only acceptable form of identification in Western Australia.

1.8 The Victoria Park Hotel has conditions in our tavern Licence that prohibits anyone to be immodestly or indecently dressed, take part in, under take or perform any activity or entertainment on the licensed premises that is of a lewd or indecent manner. This includes 'R' rated moving pictures, contractors, employees or any patrons. Any breach of this condition will result in the immediate conclusion of the event/function and no refund of room hire foods or beverages will be applicable. The below credit card will be charged for any outstanding monies.

1.9 Any Damage to the venue deemed to be the fault of you or your guests during your function will be charged to the credit card supplied.

1.10 Any functions booked for more than 100 people may incur additional costs for extra security. A limit of 100 patrons upstairs will be imposed unless additional security arrangements are made 1 week prior to the function date.

2. Deposit and payment Policy

2.1 Confirmation of your booking will be deemed complete upon the return of a signed copy of the terms and conditions along with a valid credit card number and a \$250 deposit.

2.2 Payment in full is required prior to the completion of the function. Cash and credit cards are accepted. Unfortunately we do not accept cheques.

2.3 Food must be paid for in full at time of ordering, we require all food orders to be finalised 7 days before your function

2.4 You the undersigned will be deemed responsible and held liable for the costs of repairs for any damage caused by yourself or your guests during the function.

3. Cancellation Policy

3.1 More than one month prior to date of function- no cancellation fee

3.2 Less than one month prior to date of function- \$250.00 deposit will be absorbed as cancellation fee

3.3 For Set menus the number of guests attending your function must be confirmed at least 72 hours prior to the event. This is the Minimum amount you will be charged for.

4. Smoking Policy

4.1 By law smoking areas at the Vic Park Hotel are located down stairs in the front beer Garden to the state street side. All other areas are non smoking.

5. Best Service Policy

5.1 The Vic Park Hotel will endeavour to provide your required services, contingent on been able to do so. The Vic Park will not accept any liability in the case of business interruption, including, not limited to labour disputes, major mechanical failure or any other circumstance that may inhibit the trading capacity of the venue.

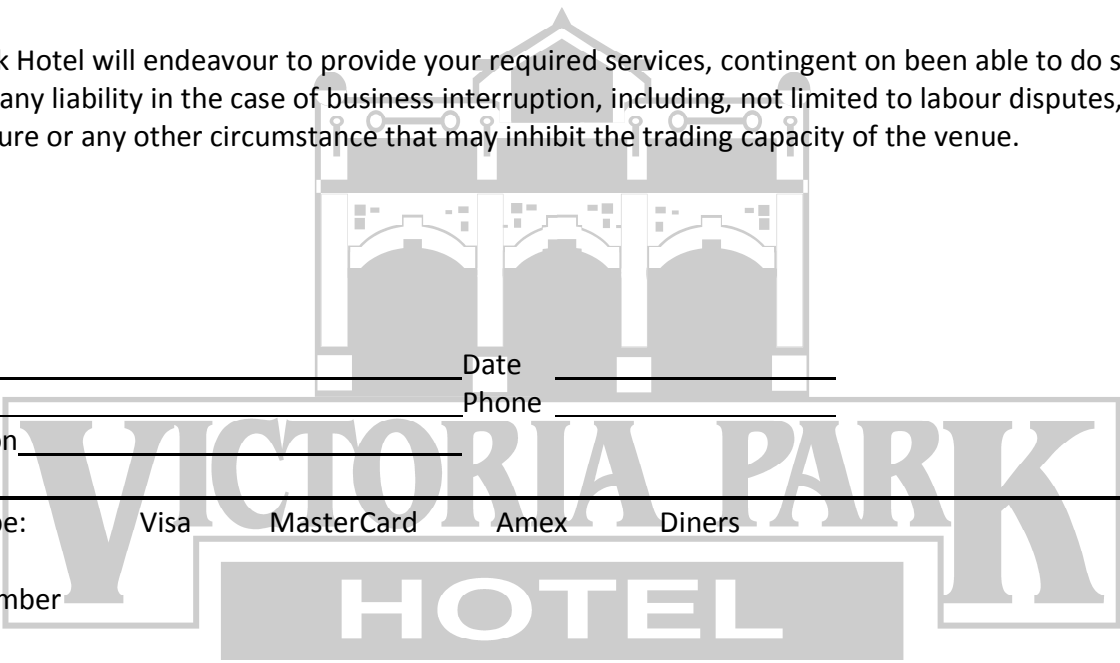
Signature _____ Date _____
Name _____ Phone _____
Date of Function _____

Credit Card Type: Visa MasterCard Amex Diners

Credit Card Number _____

Expiry Date ___ / ___

Card Holders Name _____ Card Holders Signature _____



COCKTAIL PLATTERS

\$50 SELECTIONS

PARTY PIES & SAUSAGE ROLLS [50.0]

CHIPS & WEDGES [50.0]

\$60.00 SELECTIONS

MOROCCAN LAMB PARTY PIES [60.0]

CHICKEN & LEEK GOURMET PIES [60.0]

KING ISLAND BEEF PARTY PIES [60.0]

SPINACH & RICOTTA SAVOURY ROLLS [60.0]

ROAST VEGETABLE FRITATA BITES [60.0]

KING ISLAND SAUSAGE ROLLS [60.0]

3 DIPS & TURKISH BREAD [60.0]

\$70 SELECTIONS

SALT & PEPPER SQUID [70.0]

GOURMET SANDWICHES [70.0]

MIXED MINI GOURMET PIZZA [70.0]

MIXED MINI GOURMET QUICHE [70.0]

MINI BEEF HAMBURGERS [70.0]

BBQ HONEY & SOY CHICKEN WINGS [70.0]

\$80 SELECTIONS

MINI PORK RIBS [80.0]

ASSORTED WRAPS [80.0]

(MEAT OR VEGETARIAN)

ASSORTED VOL AU VENT FILLED PASTRIES [80.0]

ASSORTED SKEWERS [80.0]

(BEEF, CHICKEN, VEGETARIAN OR FRUIT)

\$100 PLATTER

ITALIAN ANITPASTO WITH CRUSTY BREAD

(MEAT & VEGETABLES)

\$120 PLATTER

GLAZED FRENCH CUTLETS

OYSTER PLATTERS

MARKET PRICE

NATURAL, KILPATRICK, SPICY ASIAN

*PLEASE DON'T HESITATE TO ASK OUR FRIENDLY STAFF
IF YOU HAVE A SPECIAL REQUEST.*

*WE ARE MORE THAN HAPPY TO SIT DOWN WITH YOU
AND WORK OUT A MENU TO SUIT YOUR FUNCTION.*



605 Albany Highway, Victoria Park

P: (08)9361 1063 F:(08)9472 3097

Email: victoriaparkhotel@spirithotels