



Special Events Function Package

Thank you for your recent enquiry. Our friendly and professional staff look forward to making your event a success.

Our **Summerleas Room** seats 40 people comfortably buffet or sit down formal style and 100 people for a cocktail style function. The room offers private bathroom, bar & heating facilities with direct access to our outdoor courtyard.

Our **Kings View Room** seats 120 people comfortably buffet or sit down formal style and 180 people cocktail style. The room is surrounded by windows with water views by day and at night the lights of Kingston. Kings View also has private toilet, bar and heating facilities.

Room hire for our Summerleas Room is \$110. Room hire for our Kings View Room is \$220. The room hire includes 5 hours of hire (extra hours are available at \$40 per hour), tablecloths, staff, setup and clean up of the function, serviettes, cutlery & crockery. Our function rooms close at Midnight.

21st Birthday Parties will require security – this is a necessity, not an option.
Security is charged at \$45 per hour. A guest list will also need to be supplied on the night.

Any guest under the age of 18 years attending a function must be accompanied by their parent or guardian

OUR FUNCTION CENTRE CLOSSES AT MIDNIGHT

CATERING

Our function menu is attached for your perusal. For all buffet and sit-down set menus there is a minimum of 30 people required. We are also happy to tailor a menu to your special requirements where possible.

There is a 15% surcharge on all catering for Sunday functions and a 25% surcharge for functions held on a public holiday.

The menu choices are required 2 weeks prior to your function and final numbers, special dietary requirements and payment are required no later than 5 days prior to the event.

Please make sure when sending out your invitations that you ask for special dietary requirements to be advised when your guests RSVP. We will do our best on the night to cater for last minute notices of special dietary requirements, however we cannot guarantee this and any extra meals made up will be charged.

White Linen Serviettes are available at \$2.00 extra per person

There is a \$20.00 cake charge if you would like your cake cut up and presented to your guests on a platter, otherwise we can provide you with a cake knife, plates and serviettes at no charge for self service.

BEVERAGES

A beverage list has been attached.

The bar can be run to your request with either your guests purchasing their own drinks, a TAB or Dry Till with your requested drink restrictions served on the TAB.

If you wish to have any special wines brought in that are not on our list, please inform us at least 2 weeks prior to your event so we are able to make sure we can get the stock in for you.

Due to the Hotel Policy and State Licensing Laws, beverages are not to be brought into the Hotel at any time. All Southern Lights Hotel staff practise the responsible service of alcohol.

Please note that beer on tap is not available in our Summerleas Room.

ENTERTAINMENT

Please note that all entertainment must be kept to a minimum noise level until 9:30pm. Please advise us on the type of entertainment you will be having once booked. We do have CD players available to play your own music including IPOD capability, however please note that the systems are kept in a staff only area and can only be operated by a staff member.

PAYMENT

A tentative booking must be confirmed within 14 days; otherwise this date may become open to other possible functions for this date.

A deposit of \$200.00 is required to confirm your booking. The deposit can be paid either in person, over the phone with a credit card or via direct deposit. The attached terms and conditions must also be signed and returned along with your deposit.

Cancellations must be made in writing and your deposit will be refunded if the function is cancelled at least 2 months prior to your function.

All monies due must be paid 5 days prior to the date of your function and the bar TAB if applicable must be paid for at the end of the reception.

ACCOMMODATION

We have 20 recently renovated motel rooms available onsite with 4 of them being semi-self contained with a microwave, toaster, fridge and freezer. All rooms have en-suites, reverse cycle air conditioners and free on-site car parking. A special rate is offered to all your guests who book a room for the night of your event.

INFORMATION REQUIRED WHEN BOOKING:-

- Date
- The access time you require to the room for decorating if applicable
- Type of function you will be having
- Time for your event to start and finish
- Contact Name, Phone Number and Email Address
- Approximate number of people expected
- Type of catering required (Finger Food/Sit-down Formal/Buffer)
- If you will require any special coloured serviettes
- \$200.00 deposit together with a signed copy of the terms and conditions
- Type of entertainment

INFORMATION REQUIRED 2 WEEKS PRIOR TO YOUR EVENT:-

- Menu selection

INFORMATION REQUIRED 5 DAYS PRIOR TO THE FUNCTION

- Final Number of guests
- Any special dietary requirements. If you have selected a sit-down/buffet menu we will also require their name and table location
- Service times for your meals
- How the bar is to be run (the TAB amount and restrictions on beverages served)
- If you require the use of any of our equipment
- Any further special requests



SPECIAL EVENTS TERMS & CONDITIONS:

1. At the time of the function, the client acknowledges that construction work may be underway on further development of the Southern Lights Hotel.
2. The client acknowledges and will advise their guests, that car parking will be restricted to the car parks and not in guest accommodation, curb side parking is available in Kingston View Drive if the need arises.
3. The client will ensure that all guests will respect and ensure the peaceful enjoyment of the local residents and in particular the privacy of the hotel guests.
4. Our function centre closes at Midnight.
5. The Client will ensure that all guests vacate the premises, including the exterior grounds in an orderly and quiet manner by 12.30am.
6. Every endeavour is made to maintain prices originally quoted to you, but they are subject to alteration, particularly where a booking is made well in advance. You will be notified of any unavoidable price changes for your event no longer than thirty days prior to your function, or upon confirmation of Food and Beverage requirements at earlier dates.
7. Confirmation of an event must be made by returning the signed copy of this confirmation advice, together with the required deposit within fourteen days of a tentative booking being made.
8. \$200.00 is the required deposit and will be deducted from your final account.
9. To ensure our maximum efficiency, final numbers, details and payment (*except for bar TAB*) is required 5 days prior to the date of your function. Once final numbers and payment has been received a refund will not be given for a decrease in guest numbers.
10. All cancellations must be made in writing. Your deposit will be refunded if the cancellation is made at least 2 months prior to your event.
11. Sunday functions will incur a 15% surcharge on food costs and Public Holidays will incur a 25% surcharge on food costs.
12. Payment of the bar TAB is to be paid at the conclusion of the function.
13. Confirmation of the menu selection is required at least fourteen (14) days prior to the function.
14. Unless otherwise instructed in writing, the client will be liable for all charges of food, beverage and other services incurred by the client or his/her agent during the course of the function.
15. The Southern Lights Hotel will take all necessary care, but accepts no responsibility for injury to guests and damage or loss of personal items left on the premises prior to, during and after the function. The client is financially responsible for any damage sustained to the Hotels property by them or by their guests, invitees or other persons attending the function.
16. Should the Southern Lights Hotel be unable to provide the facilities reserved due to circumstances beyond our control, no other claim other than the entitlement of full refund of any deposit paid may be made. If such an event occurs we will endeavour to provide you with reasonable notice.
17. Due to the Hotel policy and State Licensing Laws, no beverages may be brought onto the Premise by any party. All Southern Lights staff will practice Responsible Serving of Alcohol and accordingly will not serve guests who appear intoxicated and are underage.
18. Music and bands playing cannot turn up the volume until after 9:30pm,
19. All 21st Birthday Parties require security at \$45.00 per hour, paid directly to Southern Lights Hotel. Payment for security is required 5 days prior to the event. A guest list will also need to be provided on the night.
20. All guests under the age of 18 years attending a function must be accompanied by their parent or guardian

Signed on confirmation and acceptance:

DATE OF FUNCTION: _____

NAME OF CLIENT: _____

SIGNATURE OF CLIENT: _____

DATE:/...../.....

SOUTHERN LIGHTS HOTEL

Function Menu

Gourmet Canapé Food Options

A selection of canapés presented on French bread for platters:

- Smoked salmon, capers and avocado on cream cheese
- Chinese pork, roasted capsicum and shallots on plum sauce
- Prawn, cucumber and dill with aioli
- Feta cheese, artichoke and coriander with olive paste
- Zucchini, red pepper and basil on topped with pesto
- Moroccan roast beef, eggplant and olive on French mustard
- Shredded chicken, semi dried tomato and parsley on mayonnaise
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Option 1 - \$10.50 per person, Please choose 3 options from the above

Option 2 - \$12.50 per person, Please choose 4 options from the above

Option 3 - \$14.50 per person, Please choose 5 options from the above

Chef's Gourmet Choice Platters

(As an estimate Small platters will cater for 5 to 7 people, Medium platters 7 to 10 people, and Large 10 to 15 people)

Ocean Fresh Seafood

Small \$79

Medium \$109

Large \$149

Prawns, oysters, smoked salmon, salsa mussels, salt and pepper squid, tempura fish, with cocktail and tartare sauce

Antipasto

Small \$59

Medium \$79

Large \$99

Cured meats, smoked salmon, Tasmanian brie, warm olives, roasted red peppers, artichokes, crusty bread and crackers.

Tasmanian Cheese and Fruit

Small \$49

Medium \$69

Large \$89

Tasmanian brie, aged cheddar, blue cheese, feta cheese, crackers, seasoned mixed nuts, dried and fresh fruit.

Dips Platter

Small \$39

Medium \$59

Large \$79

Hommus, roast capsicum & cream cheese, beetroot & cashew dips served with warm crusty bread

Vegetarian platter

Small \$45

Medium \$55

Large \$75

A selection of grilled vegetables, roasted cherry tomatoes, stuffed mushrooms and four bean salad

Cold Platters

(As an estimate Small platters will cater for 5 to 7 people, Medium platters 7 to 10 people, and Large 10 to 15 people)

French Stick Platter

Small \$38

Medium \$48

Large \$58

Topped with smoked ham, cheese and cherry tomato / rocket, salami and cheddar cheese / smoked salmon, cream cheese and caviar

Assorted Cakes Platter

Small \$38

Medium \$48

Large \$58

Fruit platter

Small \$38

Medium \$48

Large \$58

With seasonal fresh fruit

Sandwich platter

Small \$38

Medium \$48

Large \$58

Assorted sandwiches with meat & salad, egg & salad and vegetarian cut into 4 points

Hot Platters

(As an estimate Small platters will cater for 5 to 7 people, Medium platters 7 to 10 people, and Large 10 to 15 people)

Oriental Platter

Small \$48

Medium \$58

Large \$68

With Mini dim sims, thai meat balls, cocktail spring rolls and samosas triangles

Ozzi

Small \$48

Medium \$58

Large \$68

With party pies, party sausage rolls, seasoned potato wedges and tender barbecued chicken skewers

From the Sea Platter

Small \$47

Medium \$60

Large \$73

With Tempura battered fish bites, squid rings, tempura battered prawns and seafood mini bites

Set Menu Children's Menu

\$12.50 per child - Under 12 Years Only (to be served with Set Menus or Buffets Only)

Please choose 1 Main Meal from the below to be served

Mains

Minute Steak and Chunky Chips

Chicken Tenderloins and Chunky Chips

Tempura Battered Fish and Chunky Chips

Bangers and Mash with Gravy

Chicken Schnitzel with Vegetables & Chunky Chips

Included is Ice Cream with either Strawberry or Chocolate Topping

Set Menu Options

SOUPS

Potato & Leek
Hearty Pumpkin
Chicken & Sweet Corn
Creamy Seafood Chowder
Farm House Vegetable

ENTRÉE

Dips Platter - Trio of Mediterranean dips served with fresh toasted bread and garlic oil
Vegetarian Spring Rolls - Crispy spring rolls served with Asian style dipping sauce
Caesar Salad - Traditional Caesar with crispy bacon, crouton spears, egg and house made dressing
Traditional, Smoked Salmon, Chicken, Calamari or Prawns
Salt & Pepper Squid or Prawns - Sea salt and cracked pepper on rocket salad with zesty lime aioli
Tempura King Prawns - King prawns lightly battered on rocket and finished with sticky sweet sauce and sesame seeds
Thai beef salad - Tender strips of marinated beef with rocket, coriander, cashews and nam jim dressing

MAIN COURSE

Beer Battered Fish - Premium white fish fillet served with chunky chips and lemon caper mayonnaise
Chicken Scallopini Marsala - Tender thinly sliced chicken breast on creamy mash potatoes with mixed steamed vegetables and mushroom Marsala sauce
Fish of the Day - Fresh fish fillet accompanied with saffron rice & steamed vegetables topped with creamy garlic sauce.
Tasmanian grain fed Scotch Fillet - Cooked medium on roasted potatoes with mixed steamed vegetables and red wine jus
Chicken Pistachio - Oven roasted chicken breast stuffed with semi dried tomatoes, spinach, pistachio nuts and feta cheese. Served on mashed potatoes and steamed vegetables with sauvignon garlic sauce.
Veal Involtini with Prosciutto – Thin slices of veal rolled with prosciutto, basil, olives and mozzarella cheese. Accompanied with mashed potato, steamed greens, seeded mustard and white wine cream sauce.
Fresh Cannelloni – Our handmade crepes filled with a mixture of baby spinach, semi-dried tomato and fetta cheese. Topped with rich tomato sugo and creamy béchamel and served with garden salad.

DESSERTS

Crème Brulée served with macadamia praline and vanilla ice cream
Baked Lemon Curd Tart served with passion fruit coulis and cream
Turkish Delight Panna Cotta served with raspberry coulis, crushed pistachio and cream
Rich Chocolate Pudding served with warm chocolate sauce and Ice cream

Set Menu Prices & Options

Aurora A

Set soup or entree
Set main course
Set dessert
\$33.00 per person

Sunset B

Set Soup or entree
Alternate drop of 2 mains
Set dessert
\$36.00 per person

Sunrise C

Set soup or entree
Alternate drop of 2 mains
Alternate drop of 2 desserts
\$38.00pp

Southern Lights D

Finger food platters served on arrival
Alternate drop of 2 entrees
Alternate drop of 2 mains
Alternate drop of 2 desserts
\$44.00 per person

EXTRAS

Tea & Coffee Station for cocktail style functions **\$2.20 per person**

Tasmanian cheese plate with brie, blue and cheddar, fresh and dried fruits, seasoned nuts and crackers **\$6.50 per person**

Canapés on arrival variety of toppings presented on French sticks **\$4.00 per person**

All set Menus come with a bread roll, tea and coffee station

Minimum numbers required are 30

We are happy to tailor a menu to your special requirements where possible, however please note that an instant quote isn't possible, but will be done as soon as possible

CARVERIE MENU (Minimum of 30 People)

Menu A	Menu B	Menu C	<u>Soup Selection</u>	<u>Salad Selection</u>
\$43.50 Per Person \$24.00 Per Child under 12	\$37 Per Person \$20.00 Per Child under 12	\$31.50 Per Person \$16.00 Per Child under 12	Potato & Leek Hearty Pumpkin Chicken & Sweetcorn Creamy Seafood Chowder Farm House Vegetables	Greek Salad Green Salad Ceasar Salad Potato Salad Pasta Salad Coleslaw Salad
Selection of 2 Entrée Alternate Drop	Selection of 1 Soup Served to Table		<u>Entrée Selection</u>	<u>Dessert Selection</u>
Selection of 2 Hot Roast Selection of 2 Salad Selection of 3 Vegetables Chef's Dessert Selection Served Buffet Style	Selection of 2 Hot Roast Selection of 2 Salad Selection of 3 Vegetables Selection of 2 Dessert Alternate Drop Desserts	Selection of 2 Hot Roast Selection of 1 Salad Selection of 2 Vegetables Selection of 2 Dessert Alternate Drop Desserts	Tempura Prawns Salt & Pepper Squid Thai Beef Salad Crispy Spring Rolls Soup of the Day Mini Chicken Mignon	Double Chocolate Cake Fruit Pavlova Cake Banana Cake Carrot Cake Chocolate Mousse Strawberry Mousse Lemon Tart
Served with chef's condiments and sauces	Served with chef's condiments and sauces	Served with chef's condiments and sauces	<u>Hot Roast Selection</u>	<u>Chef's Dessert Selection</u>
Coffee & Tea Station Bread Rolls	Coffee & Tea Station Bread Rolls	Coffee & Tea Station Bread Rolls	Roast Beef Roast Leg of Pork Tender Roast Lamb Marinated Chicken Pieces	Mini Crème Brulee Turkish Delight Panacotta Jelly Mousse Shots Brandy Snap Baskets Apple & Berry Crumble Fruit & Crème Trifle Assorted Cakes
			<u>Vegetable Selection</u>	
			Roast Pumpkin Roast Potato Mixed Seasonal Vegetables Steamed Greens & Carrot	

Beverage Price List

Local Beer

Cascade	Premium light	4.50	Premium Larger	6.60
	Stout	5.90	Pale ale	5.50
	Draught-	5.00		

Boags	Premium	6.60	Light	4.50
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Other States

VB	4.90			
Crown Larger	6.60	James squire Pilsner	7.00	
Carlton Cold	5.10	4xxxxGold	4.90	

Other Lands

Heineken & Corona	7.80			
Stella Artois	8.00			

Tap Beer	10oz	15oz	20 oz	Jug
Boags Draught	4.00	5.60	7.30	15.40
Boags Light	3.30	4.90	6.50	13.40
Boags Blonde	4.20	6.10	7.90	16.10
James Squire Amber Ale	5.00	7.20	9.00	19.00

Ciders

Mercury sweet – dry – draught – light	5.50
Strongbow original	5.50

Spirits

House 6.10	Middle shelf	7.10	Top shelf from	8.00
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Nightcaps

Chivas Regal 8.40	Remy Martin vsop	8.40
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Ports

Penfolds Club 5.00	Yalumba Galway Pipe	7.00
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Soft Drinks

	3.00
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Lemon Lime Bitters	3.90
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Fruit Juice	3.50
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Orange Apple, Pineapple, Tomato, Cranberry

Bottled soft drinks	3.50
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HARTZ Mineral water, Cascade Ginger Beer, Dry ginger or Tonic water

Sparkling

	Region	Btle\$	Gls\$
The Riddle Brut	sa	22.00	6.00
42 Degrees South	tas	33.00	7.50
Jansz Premium Cuvee	tas	40.00	
Bay of Fires	tas	38.00	9.00
Henkell Piccolo (200 ml)	ger	8.00	
Josef Chromy Pepik Rose	tas	38.00	

Sauvignon Blanc and blends	Region	Btle\$	Gls\$
The Riddle SB	sa	22.00	6.00
Poker Face SSB	vic	24.00	
Mojo SB	sa	28.00	
Catalina Sounds SB	nz	32.00	7.50
Stoneleigh Raparua SB	nz	37.00	
Frogmore Creek SB	tas	36.00	
Bream Creek SB	tas	35.00	
Josef Chromy SB	tas	34.00	7.50
Chardonnay			
Observatory Hill	tas	36.00	7.50
Capel Vale unwooded	wa	27.00	6.50
Delamere oaked	tas	39.00	
Pinot Gris			
Innocent Bystander	vic	34.00	
Lalla Gully	tas	38.00	
Stoneleigh Raparua	nz	41.00	9.00
Riesling			
Observatory Hill	tas	35.00	7.50
Holm Oak Riesling <i>Sweeter style</i>	tas	31.00	
Freycinet Vineyard	tas	38.00	
Brown Brothers Crouchen	vic	24.00	6.50
Dessert Wine 375ml			
Josef Chromy Botrytis Riesling	tas	29.00	
D'Arenburg Stump jump sticky	sa	22.00	7.50
Cabernet Sauvignon			
Angus the Bull Cab/Sav	vic/sa	28.00	
Holm Oak Cab/Sav	tas	44.00	
St Hugo Coonawarra	sa	57.00	
Cabernet Merlot			
Observatory Hill Cab Sav Merlot	tas	39.00	8.50
Poker face Cabernet Merlot	nsw	24.00	6.50
Taltarni 3 monks Cab/Mer	vic	34.00	
Merlot			
Shottsbrook Merlot	sa	29.00	

Shiraz Cabernet	Region	Btl\$	Gls\$
The Riddle Shiraz Cab	sa	22.00	6.00
Bethany Estate Shiraz Cab	sa	28.00	
Shiraz			
Mojo Shiraz	sa	28.00	
D'Arenburg Footbolt	sa	34.00	7.50
Richard Hamilton	sa	29.00	
Leasingham 07 Shiraz	sa	34.00	7.50
Pinot Noir			
Observatory Hill	tas	39.00	8.50
Josef Chromy Pepik Pinot	tas	29.00	7.50
Bream Creek Pinot	tas	43.00	
42'South Pinot	tas	36.50	
9th Island Pinot	tas	29.00	
Stoneleigh Raparua	nz	41.00	
Blends			
Rockbare GSM	sa	27.00	