

* * THE SPRINGWOOD * *

FUNCTIONS

At the Springwood hotel

Celebration Package 2011



Melissa Jordan

Functions Coordinator

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About us

Situated in the southern suburbs of Brisbane, and just 20 minutes from the CBD, the Springwood Hotel is the perfect venue for your corporate and private function needs.

Here at the Springwood Hotel, our aim is to design a package suited to your particular needs. You tell us how you'd like your event set up, and we'll ensure your function runs just the way you want it.

Please feel free to call me and discuss your particular function needs. I'm happy to work together to create the perfect event for you.

I look forward to the opportunity of welcoming you and your guests to the Springwood Hotel Function Centre.

Kind Regards,

Melissa Jordan

Function Coordinator

Weddings

At the Springwood Hotel, we endeavor to make your reception magical.

With our function rooms able to cater anywhere from 30 to 110 wedding guests, your special day will be complete with one of our chef's wonderful menus or cocktail & canapé selections.

Our rooms are tastefully appointed with the potential to be themed according to your requirements.

The Springwood Hotel offers comfortable bar areas separate to the reception rooms if guests arrive early, and also a foyer outside function rooms where guests may recline at their leisure while waiting for your reception to begin.

Our friends at Ezy Events can provide you with all your reception decorations. Contact us for a quote for chair covers, centerpieces & many other beautiful items.

I invite you to come and view our function rooms on appointment, and I look forward to meeting you personally.



Function Rooms

We have three fantastic rooms that are available for private functions. Our **Eloura** room has a fully stocked bar, tasteful decor and is perfect for small parties or dinners. The **Cambria** room has the same ambience, and is slightly larger, without the bar. The **Eloura & Cambria** rooms combined offer plenty of space for large dinners, buffets and cocktail parties. You can also choose to hold your function in our "**Green Room**", a covered al-fresco area perfect for both formal and informal occasions.

Should you choose to hold your function at the Springwood Hotel you will have exclusive use of your area for the duration of your function.



Deposits & Room Hire Charges

Eloura Room	Mon - Fri	\$200.00	Sat & Sun	\$300.00
Eloura & Cambria	Mon - Fri	\$250.00	Sat & Sun	\$350.00
The Green room	Mon - Fri	\$150.00	Sat & Sun	\$200.00

We require a deposit no less than ten (10) days after booking your function as confirmation. The deposit will be subtracted from the total bill at the end should there be no damage to the area. Please note that all deposits are non-refundable should there be a cancellation. Your function will only be considered confirmed when the deposit has been paid.

Security

For functions such as 21st birthdays, it's compulsory for our clients to hire security for the duration of your function in order to check ID's and to discourage excessive alcohol abuse. When booking a party for larger numbers you may also be required to hire security. At the cost of \$40.00 per hour you can hire security through the hotel.

Equipment

For your function you may require certain equipment. The Springwood Hotel can offer the following:

Dance Floor (3m x 3m)	\$50.00
Nightlife Music System	\$50.00
Data Projector	\$75.00
Flipchart with paper	\$25.00
Roving Microphone	\$30.00
LCD TV & DVD player	\$150.00

WE OFFER THE FOLLOWING FREE OF CHARGE:

Lectern with Microphone

iPod lead, plug in your iPod and listen to your own personal playlist on the night through our speakers.

Cocktail Platters

Classic Platters

	SMALL	LARGE
Fresh Assorted Cakes & Danishes	\$50.00	\$80.00
Fresh Scones with Jam & Cream	\$50.00	\$80.00
Fresh Seasonal Fruit Platters	\$35.00	\$65.00
Cheese, Kabana, Dips and Crackers Platter	\$35.00	\$65.00
Chips & Dips platter	\$20.00	\$40.00
Fresh Sandwich Platter	\$50.00	\$80.00
<i>Assorted varieties on Brown, White or mixed bread</i>		
Gourmet Wraps & rolls	\$60.00	\$90.00
<i>Turkey, cranberry & salad, Roast beef mustard and salad, Chicken, avocado, aioli and salad</i>		

Cocktail Platters

\$65.00 **\$100.00**

Ocean Platter

Crumbed Prawns, Lemon pepper Calamari, Baby Octopus, Fish Goujons & Crumbed Scallops

Asian Platter

Spring Rolls, Won tons, Dim Sims & Steamed Pork Buns

Pastries Platter

Meat pies, Sausage rolls, Quiche & Spinach & Ricotta Triangles

Italian Platter

Mini Pizza's, Meatballs, Risotto Balls & Stuffed Mushrooms

Antipasto platter

Sun dried Tomatoes, Olives, Feta, Roast vegetables, cold cut meat with bread & dips

Gourmet Cheese & Water crackers

Camembert, blue, strong cheddar & edam with water crackers & dip

Gourmet Hot tempters

Marinated Prawn, Beef, Lamb & chicken skewers with lemon pepper calamari

Sushi Platter

Assorted sushi rolls with soy dipping sauce

Small platters serve approximately 5-10 guests & large platters serve 15-20 guests

Catering must be confirmed a minimum of 14 days prior to your function.

Set Menu 1

3 course \$40ph

2 course \$35ph

Main \$25ph

Choose two dishes from each course as alternate drop

Entrée

Creamy Pumpkin Soup

Thai Beef Salad

Honey soy Chicken tenderloins served with petite salad

BBQ Prawns marinated in sweet chili, soy & lime and served with rice

Main

Chicken Supreme pan sealed & served with roasted sliced chats, salad & finished with a garlic & semidried tomato cream

Coconut Mango Barramundi crusted barramundi served with smashed chats and salad

Mediterranean Linguine roasted vegetables & napoli sauce stirred through with fresh linguine

Grain fed Rump steak cooked to your liking, served with creamy mashed potato & steamed vegetables with mushroom sauce

Dessert

Pavlova served with tropical fruit & fresh cream

Chocolate mud cake slightly warmed and served with vanilla ice cream

Apple Crumble served with cinnamon custard

Sticky Date pudding a dense and moist cake with butterscotch sauce & cream

Set Menus can be served as a single or alternative drop, so confirmation of your choices for each course and final numbers is required 14 days prior to your function date.

Functions menus and prices are subject to change without notice.

Set Menu 2

3 course \$60ph

2 course \$50ph

Main \$35ph

Choose two dishes from each course as alternate drop

Entrée

Garlic King Prawns Sautéed prawns with scented creamy sauce nestled in steamed jasmine rice

Wild Mushroom Risotto

Chicken Pila fresh eggplant, pumpkin, Portobello mushrooms with chicken and finished with aioli

Lamb Salad seared seasoned Lamb with spring onion, cherry tomato & kumara, served on a bed of fresh greens with a honey mustard dressing

Main

Beef Wellington eye fillet & mushrooms in a puff pastry shell served with mash & vegetables

Pork Fillet Medallion Stuffed with apricot pine nuts & sage served with a potato & carrot rosti, baby vegetables & apricot demi glaze

Camembert Chicken stuffed with camembert, sun dried tomato & basil served with sweet potato chips, baby vegetables & finished with basil cream

Lamb Rump crusted with parmesan & Italian herbs served with mashed potato, bok choy & finished with capsicum relish

Nut Crusted Barramundi served with steamed rice, bok choy, ginger & a white wine reduction

Dessert

Strawberry Mille Fouille sweet puff pastry between layers of fresh cream & strawberries

Berry Chocolate Mousse served with berry compote, whipped cream & chocolate shavings

Baked Cheesecake with berry coulis and chantilly cream

Chocolate pudding in a pond of vanilla custard

Tiramisu served with chocolate ganache

Set Menus can be served as a single or alternative drop, so confirmation of your choices for each course and final numbers is required 14 days prior to your function date.

Functions menus and prices are subject to change without notice.

Buffet

\$35ph

Bread Rolls

Salads & Starters choose 3 of the following

Soup of the day

Fresh Garden salad

Potato Salad

Coleslaw

Pasta Salad

Cold cut meat platter with Ham, chicken or corned beef

Main choose 3 of the following

Chicken Korma

Mini Chicken Parmigiana

Beef Stroganoff

Coconut Mango Barramundi

Moroccan Lamb

Roast of; Pork, Lamb,

Vegetarian Penne Napolitana

Beef or chicken

Sides

Choose 1

Choose 1

Roasted Potatoes

Steamed vegetables

Crushed Potato

Baked vegetables

Mashed Potato

Vegetable Ratatouille

Steamed Rice

Optional Extras

Fresh Ocean King prawns

\$MP

Bistro Oysters Natural or Kilpatrick

\$MP

Extra Salad

\$25 per platter

Extra Main

\$80

Extra Side

\$40

Extra Sliced meat

\$70

Add Dessert

\$70

Final numbers is required 14 days prior to your function date.

Functions menus and prices are subject to change without notice.

Buffet 1

Beverages

All drinks are on a consumption basis with the choice of a bar tab for your guests, or they can purchase drinks over the bar. Tea and coffee is also available for your guests in the manner of a self-service coffee/tea station at a cost of \$2 per person for a half day, and \$5 per person for a full day.

Function Bar Prices

Unfortunately due to QLD licensing restrictions we cannot publish drink prices online, contact us direct to confirm prices.

STUBBIES

VB	Corona
Carlton Midstrength	Hahn Premium Light
Crown Lager	Pure Blonde
Heineken	Tooheys Extra Dry
XXXX Gold	Tooheys New
XXXX Bitter	

PRE-MIX SPIRITS

Jim Beam & Cola	Vodka Cruiser
Bundy & Cola	Smirnoff Black
Jack Daniels & Cola	Bacardi Breezer
Johnnie Walker	Mishka Vodka

WHITE WINE

House wine - Baily & Baily Margaret river Chardonnay
Baily & Baily Heavens Gate Moscato
Brown Brothers Crouchen Riesling
Monkey Bay Sauvignon Blanc
South Island Marlborough Sauvignon Blanc

RED WINE

House Wine - Baily & Baily Coonawarra Cabernet Sauvignon
Cow Bombie Margaret River Shiraz
Jamiesons Run Coonawarra Merlot
Wynns Coonawarra Cabernet Shiraz Merlot

We also have a range of pre-mixed drinks. If you require something that isn't listed, please ask.

All drinks are purchased on a consumption basis with the choice of a bar tab for your guests, or they can purchase drinks over the bar. These are standard bar prices and are subject to change at management discretion. This is not a complete list of Beverages available. Prices may vary without notice.

Decorations

Having a 21st, 30th, 50th etc? We can decorate the room in your age theme and the colours you request starting from only \$200.00

This includes:

Bunches of helium filled balloons on the tables
Large foil number balloons
Table sprinkles
A Balloon arch over the present table
Floating Helium balloons over dance floor (if dance floor applies)
Hanging foil cut-outs of Stars or hearts and your age

We can also customize decorations for your theme starting from \$300

- **Masquerade**
- **Beach / Hawaiian**
- **Retro / Rock n Roll**
- **Hollywood**

Or any other theme you can dream up can be created.





Springwood Hotel / Motel

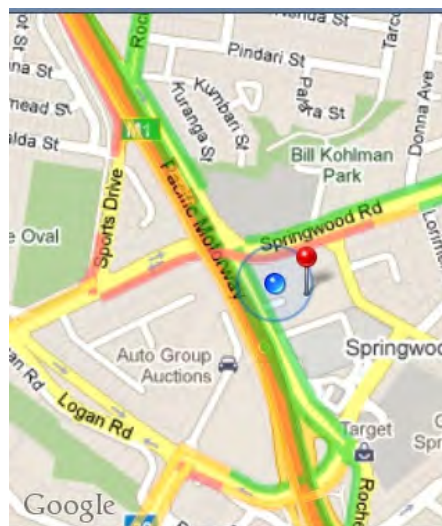
The Springwood Hotel is a member of the ALH Group who own and operate a large number of hotels throughout Queensland. The Springwood Hotel offers accommodation facilities that may suit your requirements.

Our venue consists of 12 rooms, all of which are non-smoking. Each room has tea and coffee facilities, a fridge, commercial television with KENO, air-conditioning, a bathroom with shower only, and under cover parking directly in front of the room. Eight of these rooms consist of a Queen Size bed and Divan (folds out to make a double size bed), 2 rooms with 2 single beds and 2 rooms have Queen Bed and single bed. Staying for 7 nights? We have a new weekly rate of \$490.

Let us know if your staying for a function & we can offer a discounted rate.

QUEEN/SINGLES	\$100.00 night	RACQ	\$95.00
QUEEN +SOFA	\$115.00 night	RACQ	\$110.00

Credit card details to be presented upon arrival or \$100 cash deposit.



Cnr Springwood Road and Rochedale Road
 SPRINGWOOD Qld 4127

Ph: 07 3208 4444

Fax: 07 3808 0022



Conditions of Function Room Hire

- All functions are to be booked by the Function Coordinator only and at his/her discretion.
- Function Rooms can be booked between the hours of 8.00am to 12.00midnight seven (7) days a week with the exclusion of public holidays and special occasions.
- **A minimum deposit of \$100 is required 10 days after your enquiry date to confirm a booking for all functions. This deposit is then taken off the balance of the total cost of the function and is not an extra charge. If we do not receive the deposit within the 10 days your tentative booking will be cancelled**
- **For bookings in January till October your deposit is refundable if the Function Coordinator is notified of cancellation a minimum of four weeks (30 days) prior to the date of function.**
- **You must provide written cancellation no less than 30 days prior to your event for your deposit to be refunded.**
- **For bookings in November & December your deposit of \$100 can only be refunded if you provide written notice of cancellation 2 months (60 days) prior to your function date. If cancellation is received less than 2 months prior then you will not be refunded.**
- **Full payment of a function must be made 14 days prior to the commencement of the function to the Supervisor on duty or staff in reception.**
- Springwood Hotel reserves the right to make changes to room allocation based on confirmed final numbers and room availability.
- The removal of any items that are the property of the Springwood Hotel will be regarded as theft and will involve the police.
- Payment of functions can be made by cash, credit or debit card
- We do not under any Circumstances accept cheques unless prior arrangements have been made with management.
- The hire of a DJ or Jukebox via the Springwood Hotel must be paid as part of full payment to the hotel.
- **All catering and final guest numbers must be confirmed a minimum of 14 days before the date of the function. These numbers, once confirmed, will determine the amount charged should a lesser number of guests arrive at the function.**
- **Clients/guests are NOT PERMITTED TO BRING FOOD OR BEVERAGES onto the premises for health and legal reasons (with the exception of ONE birthday or wedding cake).**
- **No food or beverages are to be taken off the premises.**
- Catering amounts agreed upon are at the *recommendation* of the Function Coordinator and the *discretion* of the hirer.
- Bar facilities are available in some function rooms and will be opened at the discretion of the Function Coordinator.
- **Minors are permitted on the premises for private functions only if under the direct supervision and in close proximity to a parent or legal guardian and are not permitted to consume or be supplied alcohol at any time.**
- **The Springwood Hotel reserves the right not to serve intoxicated patrons or minors.**
- **The Springwood Hotel reserves the right not to serve patrons without photo identification or proof of age.**
- Any extensive damage caused to the Function facilities or equipment will be the responsibility of the hirer. Upon consideration of circumstances Springwood Hotel may require payment from the hirer for replacement or repair of the above mentioned damages.
- **For functions such as 21st birthday parties you will be required to hire security through the hotel for the duration of your function.**
- Larger parties may also be required to hire security at the discretion of the function coordinator.
- All Decorations hired will remain the property of the springwood hotel. & Any loss of items will be regarded as theft

Please read the above conditions and complete the following:

Print Name _____

Sign _____ Date ____/____/____

Organisation _____

Conditions