

* * THE SPRINGWOOD * *

FUNCTIONS

At the Springwood hotel

Corporate Package 2011



Melissa Jordan

Functions Coordinator

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www.springwoodhotel.com.au

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 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.

We can also offer a range of celebration options and menus for corporate or personal functions, just contact us for a copy of our celebration package.

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

Kind Regards,

Melissa Jordan

Function Coordinator

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.

Function Rooms

We have two fantastic function rooms available for corporate hire. Our Eloura & Cambria roomtogether is a large air conditioned room with tasteful décor which is perfect for larger seminars & conferences. These rooms separate provide two smaller rooms perfect for training & meetings.

Your function will be fully set up upon your arrival as you request with tablecloths & fresh cold water.

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.

Room Hire Charges

Eloura Room	Mon - Fri	\$150.00	Sat & Sun	\$200.00
Cambria Room	Mon - Fri	\$150.00	Sat & Sun	\$200.00
Eloura & Cambria	Mon - Fri	\$200.00	Sat & Sun	\$300.00

Equipment

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

Data Projector	\$75.00
TV & DVD	\$25.00
Flipchart with paper	\$25.00
Roving Microphone	\$30.00

We can also provide a range of items free of charge like a whiteboard & markers , projector screen or a lectern & microphone. Let us know & we'll provide prices for pens, pads, mints & our many beverage & catering options.

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
Bundy & Cola
Jack Daniels & Cola
Johnnie Walker
Vodka Cruisers
Smirnoff Black

WINE

Red - Baily & Baily Coonawarra cabernet sauvignon

White - Baily & Baily Margaret River Chardonnay

Sparkling – Cavalier Brut n/v Banc de Blanc
Piccolos by Yellowglen

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.

** Under no circumstances does the Springwood Hotel serve shots.*



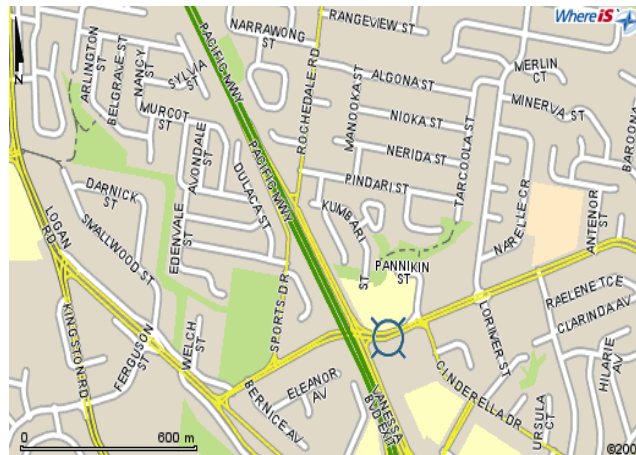
Springwood Hotel / Motel

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

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

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



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 SPRINGWOOD Qld 4127
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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 may be required to confirm you booking. This deposit is then taken off the balance of the total cost of the function and is not an extra charge.**
- **The deposit is refundable if the Function Coordinator is notified of cancellation a minimum of two weeks (14 days) prior to date of function.**
- **Deposit will not be refunded if cancellation occurs less than 14 days prior to the function date.**
- **Full payment of a function must be made prior to or on the date of your function to the function coordinator 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.
- **All catering and final guest numbers must be confirmed a minimum of 7 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.
- 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.

Please read the above conditions and complete the following:

Print Name _____

Sign _____ Date ____/____/____

Organisation _____

Conditions