

---

LONG JETTY HOTEL

# Function Menu

---

**Thank you for considering The Long Jetty Hotel for your up-coming event. We offer a high level of service to cater to your function needs. Our event coordinator and professional staff will make your event an unforgettable experience.**

Our function room caters for small and large events with a capacity of up to 300 people.

Types of functions include, but not limited to:

- *Meetings*
- *Presentations*
- *Birthdays*
- *Engagements*



# TERMS AND CONDITIONS

## BOOKING AND CONFIRMATION

1. To confirm your function, Long Jetty Hotel requires a bond of \$500 for any damages, fire alarm fees or excess cleaning (if required). This will be returned the next day if no damages are caused.
2. Final confirmation of guests, food & security are to be established no later than 14 days prior to the function.
3. 1 x security guard per 50 people.

## PAYMENT

4. Payment is to be made no later than 14 days prior to the function date (excluding bar tabs).
5. If the customer opts for a bar tab, a credit card will be held within the bar premise to create a bar tab account. This will not be charged until the bar tab account is signed off and paid for in full. Bar tabs are to be paid at the conclusion of the function.
6. Please note credit card transactions incur a 1% surcharge, AMEX and Diners incur a 2.5% surcharge.
7. Unfortunately we cannot accept payment by personal cheque, company cheque or direct deposit.

## LEGAL RESPONSIBILITIES

8. Long Jetty Hotel supports and promotes the responsible service of alcohol.
  - a. Long Jetty Hotel management reserves the right to refuse entry or service to any patron, including guests attending the function
  - b. If any minor is supplied alcohol by a member of the function, the function will be stopped and your guests will be asked to leave
  - c. Any intoxicated guests will not be served and removed from the premises.
9. Long Jetty Hotel does not condone the use of drugs, illicit activities and conducts a no tolerance policy. People caught violating any of these laws will be removed from the premises immediately and directed to the appropriate authorities. The hotel reserves the right to cancel the function on the spot.
10. There is strictly no smoking in any indoor or eating areas under the Smoke Free Environment Act 2015.

## SMOKING IS ONLY PERMITTED IN SPECIFIED AREAS.

11. The client is responsible for any loss or damage to hotel property caused by guests attending the function. Long Jetty Hotel will not accept any responsibility for the loss or damage of equipment, merchandise or personal effects left on the premises prior to, during or after the function.
12. Persons under the age of 18 years are to be supervised by an adult at all times. Minors must exit the premise by 10pm

## OTHER

13. Except as specified in clause 12 below, under no circumstances will the hotel allow any function to bring any food or beverage into the venue.
14. When booking a function, you may provide a celebration cake for consumption on the premises. The hotel takes no responsibility for the service, quality or storage of any celebration cake provided by you.
15. As a house rule, Long Jetty Hotel does not host 18th birthday functions.
14. 20th & 21st birthday functions require 1 security guard per 30 people.
16. Functions to be finished by midnight.

## CANCELLATIONS

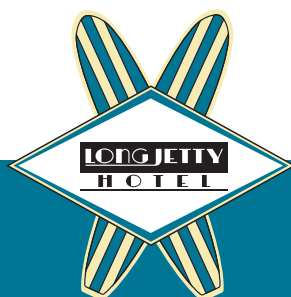
17. All cancellations of bookings must be made in writing and brought to the attention of the manager or supervisor.
18. Any cancellations within 7 days of a function booking will require a 100% payment of the agreed amount of your function as per the initial booking.

## DECLARATION

I \_\_\_\_\_ have read and agree to the terms and conditions and confirm that all details provided to the Long Jetty Hotel are true and correct.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_



# BOOKING FORM

## CONTACT DETAILS

Full Name \_\_\_\_\_

Contact Number \_\_\_\_\_

Email Address \_\_\_\_\_

Occasion \_\_\_\_\_

## FUNCTION DETAILS

Date \_\_\_\_\_

Function Type \_\_\_\_\_

Time \_\_\_\_\_

Number of Guests \_\_\_\_\_

## FOOD OPTIONS

### Gourmet Platter (choose 4)

Mini Cheese Burgers

Mini Chicken Burgers

BBQ Beef Skewers

Marinated Chicken Skewers

Party Pies

Sausage Rolls

Kilo Sweet Potato Fries

Kilo BBQ Chicken Wings

Spiced Meatballs

Spinach & Ricotta Filo Pastries

Mini Quiches

**Classic 3 course set**

Beer Battered Flathead Fillets

Jetty Ranch Schnitzel

Classic Chicken Caesar Salad

**Deluxe 3 course set**

300gm rump steak

Grilled Barramundi

Flame Grilled Chicken Breast

**Snack Trio Platter**

**Kids Platter**

Gourmet Platter Costs \_\_\_\_\_

Classic 3 Course Set Costs \_\_\_\_\_

Deluxe 3 Course Set Costs \_\_\_\_\_

Snake Trio Platter Costs \_\_\_\_\_

Kids Platter Costs \_\_\_\_\_

## OTHER

Dietary Requirements \_\_\_\_\_

Cake provided? \_\_\_\_\_

