



General Information

Room Hire

Room Hire is Free

Bookings & Deposits

A tentative booking will only be held for seven days and confirmation is by way of \$100 deposit, which is then deducted from your final account.

Finalisation Details

Your final menu selections and details are required fourteen days prior to your function to ensure that your function runs smoothly. We are happy to discuss any aspects of your function at any time. Final numbers are to be confirmed seven days prior to your function.

Payment

The final attendance number you supply will be the minimum amount charged. Payment for your function is due in full seven days prior to your function. We accept cash, bank cheques and all major credit cards. No personal cheques will be accepted.

Please note prices are subject to change without warning.

Cancellations

If you need to cancel your function please inform us as soon as possible for your deposit to be refunded. \$100 cancellation fee applies for a function cancelled within 4 days of the date and 50% of the function cost will be charged for functions cancelled within 48 hours of the date of your function.

Damage & Loss

Unfortunately we cannot accept responsibility for any damage or loss of items before, during and after the function. Any damage caused to the venue will be the financial responsibility of the organiser.

Off Street Parking

There is ample off street parking available for your guests next to the Brew Bar and car parks are monitored for added security.



Additional Services

Licensed Bars

Our function room has a fully equipped licensed bar and we are more than happy to cater for your beverage requirements. Due to licensing regulations we cannot allow beverages to be brought onto the premises by our guests.

We are more than happy for minors to attend your function, but they must be accompanied by a parent / legal guardian. Under no circumstances will they be permitted to consume alcohol and fines will apply to anyone purchasing alcoholic drinks for minors. Minors will be asked to leave at midnight due to licensing conditions. The Finsbury Hotel staff and Security will ask for proof of age from anyone who looks under 25 years of age. The only forms of ID accepted will be a current Drivers License, Proof of Age card, passport or Key Pass card. No other forms will be accepted.

The Brew Bar is opened till 12am; however last drinks will be called at 11.30pm or at the discretion of the manager on duty.

Special Requests

We are only too happy to cater for all your needs, and if there is something additional that you require we will try to accommodate.

Decorations

We can decorate the room for you at a cost of \$50 which is donated to our designated charity, or you can choose to supply your own. Please note decorations will need to be provided one day prior and there will be a small charge for helium which we will also be donate to our designated charity.

Other Information

Please note due to company policy we do not hold 18ths, Buck shows or Hen's Parties. The Finsbury Hotel and the ALH Group promote and provide responsible service of alcohol therefore we cannot discount drink prices. For any function booked there is a minimum of \$300 spend on food.



Platters

*Serves approximately 18-20
people*

Yum Cha Platter *\$75.00*

Mini Spring Rolls, Mini Dim Sim and Samosas.
Served with soy and sweet chilli sauce.

Savoury Platter #1 *\$75.00*

Mini beef pies, mini sausage rolls and mini pasties
Served with tomato sauce

Savoury Platter #2 *\$75.00*

Mini quiches assorted varieties, mixed vol au vents, mini pizzas

Seafood Platter *\$75.00*

Calamari rings, Lemon Pepper Squid, Panko Prawns
Served with Tartare sauce and lemon wedges

Cheese & Greens *\$50.00*

Selection of cheese and dips served with vegetable crudities
And crackers

Fruit Platter *\$50.00*

Seasonal Fruit

Cold Chicken Platter *\$75.00*

BBQ Chicken served with seasonal salad / vegetables

Mediterranean Platter \$75.00

Various selections of smallgoods

Mixed Sandwiches Platter \$60.00

Various sandwich fillings

Wedges Platter \$30.00

Potato Wedges served with sour cream & sweet chilli sauce

Kids Platter \$50.00

Frankfurters, Sausage Rolls, Chicken Nuggets
Served with tomato sauce



FUNCTION MENU 1

Starters

Garlic bread

Mains

Beef Stroganoff served with steamed rice.

Honey Chicken Drumsticks served with steamed rice.

Homemade Tuna Mornay served with steamed rice.

All mains served with garden salad and bread rolls

Dessert

A delicious selection of home made cakes & scones

\$19.50 per person



Function Menu 2

MAINS

*Seafood Basket served with Tartare sauce, chips
and salad*

*Chicken Schnitzel served mushroom or plain gravy,
chips and salad*

*Roast of the Day served with roast potatoes and
vegetables*

DESSERT

*A delicious selection of home made cakes &
scones*

2 courses \$19.50 per head

*Function menus apply only for bookings of 20 or
more*



Function Menu 3

STARTERS

Pumpkin Soup with a swirl of coconut cream

Or

*Salt and Pepper Squid served on a bed of crisp greens
drizzled with sweet chilli sauce*

MAINS

*Baked Barramundi drizzled with Hollandaise sauce
served with chefs potato and a fresh garden salad*

*Grain fed rump served medium with chef's potato,
Seasonal steamed vegetables and red wine jus*

*Baked chicken breast stuffed with avocado and
wrapped in crispy bacon, topped with hollandaise sauce
served with chef's potato and seasonal steamed vegetables*

DESSERT

*Wildberry French Cream Cheesecake served with
chantilly cream and berry coulis*

*Freshly Baked Apple Strudel served with chantilly
cream*

2 courses \$23.00 per head

3 courses \$28.00 per head

Function menus apply only for bookings of 20 or more



Booking Agreement

Contact Name/s: _____

Company Name: _____

Address: _____ *Postcode:* _____

Phone (w): _____ (h): _____

(m): _____

Fax: _____ Email: _____

Function Details

Date: _____ Time: _____

Occasion: _____ No. of guests: _____

Menu Selection: _____

Special Requests: _____

I/we the above named client agree to pay a security deposit of \$ _____
_____ for the above stated function and undertake to pay the total
catering balance 10 days prior to the said function date.

I/we, the named client agree to my credit card being held as security
and if necessary debited in the event of outstanding accounts.

Card No: _____

Exp: _____

Signature: _____

Card Type: _____

- Final food and beverage details must be confirmed 2 weeks prior to the event date.
- If the reservation is cancelled the client may be liable for payment of up to 80% of the catering cost for the event (see Terms and Conditions)
- Payment for catering of minimum numbers noted on the event information schedule is required.

I have read, understood and agree to the Terms and Conditions attached.

*Signed on behalf of Finsbury Hotel
client*

Signed on behalf of

Name: _____

Name: _____

Signature: _____

Signature: _____

Date: _____

Date: _____
