

Celebrations

Function Room



www.clubtoukley.com.au
(02) 4396 4855





Celebrations

Thank you for considering Club Toukley RSL as the venue for your special event!

At Club Toukley RSL we pride ourselves on delivering outstanding service and quality catering in a comfortable and relaxed environment.

Enclosed in this package is a variety of affordable menu options suitable for all tastes and occasions. For your convenience, we have designed special Celebration Packages with various inclusions to take the hassle out of your event.

Following are the function rooms available for hire:

Celebrations Function Room

Full Room Hire \$300 • Half Room Hire \$200

- Banquet style seating capacity 120
- Large balcony overlooking Tuggerah Lakes
- Room equipped with data projector (not compatible with Apple Mac), DVD and sound system
- Large dance floor
- Fully equipped bar
- Air conditioned

The Arium

Room Hire \$300

- Banquet style seating capacity 200
- Large stage with motorised stage extension
- Room equipped with data projector (not compatible with Apple Mac), DVD and sound system
- Extra large dance floor
- Fully equipped bar
- Air conditioned

Celebration Terrace

Wedding Ceremony Hire Fee - \$150

Break Out Room

Room Hire \$60

- Seating capacity – U-shape configuration for 16-20
- Air conditioned

Lawn Bowls Package

Ask our Events Co-ordinator about our Bowls Packages for your next event. Bowls can be added to our Celebrations Packages or you may wish to bowl and then dine in ZIVA eats & pizza. Bowls and instruction are supplied.

Your Special Event

Your room hire fee covers the staffing of your bar, your function room set to the floor plan you have requested, linen table cloths and the cleaning allowance of the function room.

Our professional Celebrations team are willing to discuss any questions you may have and are able to tailor any package to suit your requirements.

In order to meet your needs we are flexible in all areas of our operations, except in licensing matters. We have a range of Preferred Suppliers such as Dj's, photo booth suppliers, decorators and more that we can provide you upon request.

If you would like to make an appointment to view our facilities or to discuss your special event requirements further, please feel free to contact the Events Team on 4396 4855 or email events@toukleyrsl.com.au

We look forward to working with you to make your function a huge success!





Cocktail & Platters

Cocktail Menu 1

\$15 per person - Select 5 choices

(2 pieces of each selection per person will be served)

- House mini quiches
- Spiced crumbed chicken pieces
- Baby bruschetta
- Beef meatballs
- Salt and pepper squid
- Gourmet pies
- Sweet soy chicken skewers
- Prawn twisters
- Crumbed whiting
- Gourmet assorted sandwiches

Extra selection at \$3.00 per person

Cocktail Menu 2

\$22 per person - Select 5 choices

(2 pieces of each selection per person will be served)

- Beef sliders
- Pulled pork sliders
- Baby bruschetta
- Lamb kofta skewers with tzatziki
- Smoked salmon and cream cheese on cucumber
- Rare beef croutons with horseradish cream
- Mushroom arancini balls
- Spicy beef meatballs
- Moroccan lamb with yoghurt

Extra selection at \$4.50 per person

Platter Options

Can be added to any menu

Your Events Co-ordinator will advise on suitable numbers of platters for your event

- Fruit platter \$60
- Cheese and cabanossi \$60
- House dips (3) and crackers \$35
- Gourmet cheese and water crackers \$70
- Antipasto \$60
- Gourmet assorted sandwiches \$50
- Assorted wraps \$50
- Hot finger food \$60 (40 pieces)

Platters suitable for 10 people





Celebration Menu 1

Celebration Plated Menu Option 1

Select 2 choices from each course to be served alternately

One course \$27 • Two course \$33 • Three course \$39

Add chef's selection canapes

3 options \$6 per person • 5 options \$9 per person

Entrée

- Spiced chicken, marinated capsicums, croutons, cumin yoghurt
- Smoked salmon, crème fraîche, rocket, cherry tomato, lemon vinaigrette
- Spinach, fetta, lemon, almond arancini with rocket and parmesan salad
- Fresh king prawn cocktail
- Butternut pumpkin quinoa salad with rocket, fetta and balsamic glaze

Main

- Roast Beef striploin, roast potato, carrots, spinach, red wine sauce
- Stuffed Pork loin with roasted root vegetables, jus
- Chicken supreme, mash, beans, garlic sauce
- Braised Lamb, mash, peas, jus
- Barramundi, chats, greens, citrus cream sauce

Dessert

- Chocolate mousse, hazelnuts, vanilla ice cream
- Sticky date and ginger pudding, homemade butterscotch sauce
- Pavlova, Chantilly cream, strawberries, passionfruit pulp
- Vanilla bean panna cotta, fresh strawberries
- Fresh seasonal fruit, whipped vanilla cream

Tea and Coffee



Celebration Menu 2

Celebration Plated Menu Option 2

Select 2 choices from each course to be served alternately

One course \$35 • Two course \$41 • Three course \$47

Add chef's selection canapes

3 options \$6 per person • 5 options \$9 per person

Entrée

- Ham hock terrine, radish, capers, candied walnuts
- Rare beef, watercress, walnuts, horseradish vinaigrette
- King prawns, avocado, watercress, citrus dressing
- Lemon and thyme chicken, rocket, cherry tomato, house dressing
- Treacle cured salmon, apple and whiskey jelly, watercress mayo, pickled apple

Main

- Crispy skin salmon fillet, baby herb buttered chats, charred asparagus, citrus butter
- Pork cutlet, sweet potato, green beans, thyme, apple jus
- Eye of rump, crispy potato, spinach, onion puree, leek, jus
- Lamb rump, chats, beans, cherry tomato, rosemary port jus
- Apricot and pistachio stuffed chicken breast with dutch carrots, creamed potato, thyme jus

Dessert

- Apple and black berry crumble with vanilla ice cream
- White chocolate and raspberry brulee
- Chocolate parfait with fresh raspberries and vanilla ice cream
- Ginger cake with roast pineapple and coconut
- Blueberry and maple panna cotta

Tea and Coffee





Celebration Buffet

Main, sides & salads \$34 per person

Main, sides, salads & dessert \$39 per person

Main - Select 2 meats

- Roast pork loin with salted crackling
- Roast beef striploin with cracked pepper
- Rosemary and garlic baked lamb leg
- Thyme, garlic and lemon marinated whole chicken
- Condiments- traditional gravy, mint jelly, apple sauce and mustard

Sides

- Fresh herb roasted vegetables
- Seasonal vegetables
- Dinner rolls

Salads - Select 2

- Coleslaw
- Tossed salad with house dressing
- Pasta Salad
- Potato, egg, bacon salad
- Caesar salad

Dessert

- Seasonal fruit platter
- Pavlova with passion fruit pulp, cream and berries
- Assorted cakes and slices

Tea and Coffee





Children's Menu

\$12 per person - 12 years and under

- Crumbed chicken nuggets served with chips
- Fish cocktails served with chips
- Chicken schnitzel served with chips and salad
- Hawaiian pizza served
- Roast of the day

Dessert

- Ice cream with topping
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Morning and Afternoon Tea

Morning and Afternoon Tea \$9 per person

Served buffet style

- Continuous tea and coffee
- Fresh baked scones with jam and cream
- Assorted danishes

Additional Items:

- Assorted mini cakes \$3.00
- Cream biscuits (2) \$2.00
- Fruit platter \$60
- Assorted gourmet sandwiches (10) \$50
- Hot finger food (40 pieces) \$60





Celebration of life

Light Refreshments \$12 per person

Served buffet style

Assorted sandwiches

*Hot Finger Food - Select 3 choices,
2 pieces of each per person*

- Sausage rolls
- Mini pies
- Vegetable spring rolls
- Fish cocktails
- Vegetable samosas
- Dim sims

Tea and Coffee





Celebration Packages

Celebration Package Option 1 \$1300

Includes:

- Room Hire and bar service for 5 hours
- Tables set with linen cloths
- Cocktail Menu 1 for 50 guests
- 10 bunches of weighted helium balloons in your choice of colour (3 balloons to each bunch)
- Security guard for 5 hours
- Additional guests \$15pp
- Platters may be added to this package

Celebration Package Option 2 \$1650

Includes:

- Room Hire and bar service for 5 hours
- Tables set with linen cloths
- Cocktail Menu 2 for 50 guests
- 10 bunches of weighted helium balloons in your choice of colour (3 balloons to each bunch)
- Security guard for 5 hours
- Additional guests \$22pp
- Platters may be added to this package

Celebration Package Option 3 \$2500

Includes:

- Room Hire and bar service for 5 hours
- Tables set with linen cloths
- 3 Course Celebration Plated Menu 1 for 50 guests
- 10 bunches of weighted helium balloons in your choice of colour (3 balloons to each bunch)
- Security guard for 5 hours
- Additional guests \$39pp
- Platters may be added to this package

Celebration Package Option 4 \$2900

Includes:

- Room Hire and bar service for 5 hours
- Tables set with linen cloths
- 3 Course Celebration Plated Menu 2 for 50 guests
- 10 bunches of weighted helium balloons in your choice of colour (3 balloons to each bunch)
- Security guard for 5 hours
- Additional guests \$47pp
- Platters may be added to this package

Celebration Package Option 5 \$2500

Includes:

- Room Hire and bar service for 5 hours
- Tables set with linen cloths
- Celebration Buffet with Main, Sides, Salad and Dessert for 50 guests
- 10 bunches of weighted helium balloons in your choice of colour (3 balloons to each bunch)
- Security guard for 5 hours
- Additional guests \$39pp
- Platters may be added to this package

Function Booking Form

Please read the conditions and agreement carefully and return to the Club Toukley RSL Events Co-ordinator.

Date of Function **Number of Adults** **Number of Minors**

Member Number

Type of Function

Room Required

Given Name **Surname**

Address

.....

.....

Phone **Mobile**

Signature **Date**

Name

Deposit Paid \$ **Date**

Signed

External Contractors: Name **Contact**

Any special arrangements and equipment requests from contractors must be made in writing to our Events Co-ordinator prior to the day of the Function.

* In signing this document you are agreeing with all terms and conditions on the following page.

WHILE ALL CARE WILL BE TAKEN, CLUB TOUKLEY ACCEPTS NO RESPONSIBILITY FOR THE DAMAGE OR LOSS OF EQUIPMENT OR GOODS LEFT ON THE PREMISES BEFORE AND AFTER A FUNCTION.



Terms and Conditions

Confirmation of Bookings

All clients hosting a function must be a member of Club Toukley RSL. We require a minimum of 40 catered guests to confirm your booking. Your booking is not confirmed until a \$300 deposit is received. We hold tentative bookings for fourteen (14) days only, if we do not receive confirmation and a deposit we will release the room without further notice. In accordance with the Registered Clubs Act 1976 Section 23, all events must be approved by the Board of Directors.

Confirmation

To confirm your booking we require a signed copy of the enclosed function booking form to be returned to us with the requested deposit of \$300. A receipt of payment will be available to you.

Security Fee

A security fee will apply for all 21st birthdays and for all functions with 50 or more guests. The security fee is \$250 per guard. Security requirements will be explained to you by your Event Co-ordinator.

21st Birthdays

A \$500 refundable bond is payable with your final account one week prior to your event. This will be refunded in full following your function, providing no additional charges are incurred.

Signing In

All members will be required to show current membership. All guests will need to sign in under the Registered Clubs Act 1976.

Dress Rules

Dress Regulations apply.

Payment

The contract signatory is liable to pay all money due under this agreement. We do not provide credit. All catering accounts must be finalised with credit card, cash or cheque at seven days (7) before the date of your function. Beverage accounts must be paid at the completion of the event.

Cheques must be pre-approved and made payable to – Toukley RSL Sub Branch Club Ltd.

Pricing Policy

Whilst every effort is made to maintain prices printed in this package, they may change at the discretion of Management.

Estimation of your event costs will be available if required. Invoicing of your event fourteen (14) days prior will confirm prices.

Final Numbers

The final numbers are to be confirmed at least seven (7) days before the event. This will be the guaranteed number. Increases are acceptable if adequate notice is given. It is your responsibility to notify us of final numbers. Charges will be based on the guaranteed number or the number in attendance whichever is greater.

Minimum Numbers

Functions booked must have a minimum number of 40 catered guests.

Catering Menu Selection

Please choose your menus carefully. Quantities will be recommended for general consumption. Whilst every effort will be made to exceed you and your guests expectations, we cannot be responsible for over consumption, incorrect menu selection or quantities ordered by you.

Additional charges will apply for extra catering provided. Consideration will need to be given to your guests needs and any special dietary requirements prior to

your menu selection. Please discuss your catering needs and quantities with your Function Coordinator.

Cancellations

In the event of cancellations the following terms will apply:

- All cancellations must be in writing.
- If an event is cancelled prior to three (3) months before the function date the deposit/bond will be refunded in full.
- If an event is cancelled within three (3) months from the function date the deposit/bond will not be refunded.
- Cancellation within seven (7) days of the event date will incur full cost.

Duty of Care

Clients are responsible for any damage caused by their guests and contractors/suppliers used for the event. We do not permit the use of confetti, rice, crepe paper, open flame candles or sprinkles within premises. No decorations are to be hung from the walls of Celebrations. No smoke or fog machines permitted.

Decorators, contractors and suppliers hired must be fully insured and be able to provide a copy of their Public Liability Certificate of Currency.

While all care will be taken, club toukley accepts no responsibility for the damage or loss of equipment or goods left on the premises before and after a function.

Time Extensions

All events are to be finished thirty (30) mins prior to the Club closing. All guests are required to vacate the premises before closing time.

Consumption of Food and Beverage

Club policy does not allow for any food to be brought onto the premises (special occasion cakes excluded eg. Wedding, birthday cake). We have extensive catering knowledge and can provide all food requirements. Club policy does not permit the removal of any food from the premises. Licensing law prohibits the consumption of beverages not purchased on premises.

Alcohol Gifts

Gifts in the form of bottled alcohol must be off the Club premises by 11pm and are not to be opened or consumed on the premises.

Delivery and Pick Up of Equipment

The Club must be notified in advance of all deliveries and collections made on behalf of the client. Payment for delivery of goods from third party operators must be arranged and made by the client in advance. Assistance in moving equipment will only be permitted if prior arrangement has been made and resources allocated to assist.

Contractors

A contractor agreement/booking form must be provided to the Event Co-ordinator prior to your event. Any special requirements or equipment requests by the contractor must be made with the Events Co-ordinator prior to the day of the Function.

Bar Tabs

Bar Tabs can be pre paid prior to your function or a credit card or cash may be given to your Events Co-ordinator at the start of your function.

Bar Closing Time

The Celebrations Bar will be closed a half an hour before function finish time.

Setting Up

We can't guarantee the availability of the room to allow you to set up the day or evening prior to your function, however closer to the date, your Event Co-Ordinator will be able to advise you of an available access time.

Please Note: All internal function rooms are strictly non smoking.