



FUNCTIONS

The historic broken hill hotel is undoubtedly one of Perth's most beautiful hotels. Modern and contemporary, yet casual and relaxed, the broken hill hotel prides itself on celebrating the pure essence of the Western Australian lifestyle.

Situated just over the Causeway, on the fringe of the CBD on Albany Highway, Victoria Park, the hotel is an easily accessible venue from all locations.

Distinctively cosmopolitan, the location offers a variety of environments for one to entertain or be entertained within. The premise boasts many internal fully air conditioned facilities including its spacious main bar, secluded lounge bar and prominent Restaurant. Externally, the ambience of the garden bar and the front terrace allows you to relax in a friendly and enticing environment.

Our dedicated and professional functions team will personally manage your event from the first enquiry until the last drink, ensuring that your every desire is met. Our flexible attitude allows us to accommodate most individual requests and provide you with a memorable experience.

This function pack has been created to help you design your event with these simple following steps:

1. Decide on a date and area for your function.
2. Choose a beverage option and platters that suits your function.
3. Complete the enquiry form.
4. Liaise with us regarding any special requirements (e.g. decorations / diets etc)
5. Complete the deposit form and fax or email it back with the terms and conditions to secure and finalise your booking.

Function Areas

The Broken Hill Hotel has several areas that are suitable for functions. The Broken Hill Hotel has three distinctively different areas suitable for birthdays, engagement parties, farewells, sundowners, corporate functions and more.

For a more intimate party, we recommend the Lounge Bar, which caters for up to 120 guests. The Garden Bar is the social section, catering for up to 300 guests, with great versatility for the individual event.

At the Broken Hill Hotel we do not limit you to one area, but allow you and your guest's access to the whole venue. To reserve an area exclusively there are conditions attached please contact our Functions Co-ordinator for further details.

What area's can I reserve?

Every opportunity will be taken to ensure your function is tailored to suit your requirements but please, also be mindful that we must also work within the hotel's capabilities. Some areas of the hotel are not available to book exclusively due to spacing and operational requirements.

We are able to further advise you of our policy regarding exclusivity and function spacing upon your enquiry.

Although we can reserve an area for you on Friday's and Saturday night it may not be possible to guarantee the area exclusively. During the winter months the lounge bar area is not available for exclusive use.

The Garden Bar caters for 20 – 300 guests, bench seating, ample shade, full bar service, canapé catering service, and other amenities for your convenience.

The Lounge Bar caters for 20 – 120 guests, booth seating, pool table (if required), canapé catering service, full bar and cocktail service, DVD and plasma screen (if required).

The Restaurant Terrace can cater for up to 26 people seated. (Please note that any group bookings of 10 people or more for the restaurant area are required to choose from our Set Menus, they are available on request)



Platters

Our resident chefs have crafted an enticing selection of function menus, capable of catering to most tastes and budgets.

From BBQ Packages to informal gatherings to cocktail parties, many catering options are possible. Please let us know of any dietary requirements.

Each of our cocktail food options consist of 20 pieces (unless otherwise stated). We recommend that four selections per 20 guests is ordered, for a light drinking snack. If the function is operating over a mealtime, we recommend a minimum of six selections. As responsible hosts, we ask that a minimum of 2 selections are made. Please select carefully, once food is ordered and confirmed no changes can be accepted on the day.

	Platter Menu	
1	Vegetarian spring rolls and samosa, sweet chilli (40pieces, 20 of each)	\$20
2	Mixed sushi rolls, wasabi, pickled ginger, soy	\$50
3	Prawn twisters, chilli dipping sauce	\$35
4	Spinach and feta sausage rolls	\$30
5	Lamb korma pies	\$40
6	Turkish bread, evoo, balsamic, olives, feta, cacciatore (20 pieces of each)	\$55
7	Crumbed whiting goujons, tartar, lemon	\$30
8	Soy marinated chicken skewers	\$40
9	Mushroom arancini, aioli	\$40
10	Lemon peppered calamari, coriander aioli (40pieces)	\$35
	Gourmet Pizza Menu	
11	Margherita, tomato, basil, bocconcini	\$33
12	Chicken, pumpkin, feta, rocket & pine nut	\$37
13	Italian sausage, capsicum, olives, chilli, mushrooms	\$38
14	Prosciutto, artichoke, olive & mushroom	\$35
15	Beef, chorizo, chilli, tomato, spinach, bbq sauce	\$40
	BBQ Menu (Min 40 people)	
BBQ 1	BBQ sausages, fresh hot dog roll, grilled onions, tomato sauce & condiments.	\$9 pp
BBQ 2	Sirloin steak, BBQ sausages, fresh hot dog roll, grilled onions, tomato sauce & condiments.	\$18 pp
BBQ 3	Sirloin steak, BBQ sausages, fresh hot dog roll, grilled onions, Caesar salad, garden salad, grated mozzarella & diced tomato, tomato sauce & condiments.	\$25 pp

Beverage Packages

At the Broken Hill Hotel we have two options to make organising beverages for your guests that little bit easier.

We will issue wrist bands (\$0.30 ea) to you and your guests to make accessing the bar tab easier and to identify your party for food service.

Cash Bar

Guests all pay for their drinks individually.

On Consumption / Tab

An on consumption tab allows the host to set a predetermined limit on the account, making setting a budget easier for your function. You also determine what products are allowed on the account, for example, tap beer, wine by the glass, soft drink and juice is allowed on the account with guests paying cash for other beverage choices, like spirit and cocktails individually.

Management will keep you informed of the running total. (wine by the bottle excluded)

Beverage Packages

Beverage packages are available for functions only. Minimum of 20 people all packages are inclusive of soft drinks and juices (exclusive of soft drink bottles and wine by the bottle)

Package One

Draught Beer	Wine	Sparkling Wine
Carlton Draught	Chain Of Fire - Semillon Sauvignon Blanc	Craigmoor - Pinot Noir Chardonnay
Carlton Mid-strength	Chain of Fire - Cabernet Merlot	
Cascade Light	Chain of Fire - Chardonnay	
Pure blonde		

Package Two

Draught Beer	Wine	Sparkling Wine
Carlton Draught	Chain Of Fire - Semillon Sauvignon Blanc	Craigmoor - Pinot Noir Chardonnay
Carlton Mid-strength	Chain Of Fire - Chardonnay	
Carlton Dry	Evans & Tate - Classic Dry White	
Pure blonde	Chain of Fire - Cabernet Merlot	
Cascade Light	Wise – Shiraz	

Package Three

Draught Beer	Wine	Sparkling Wine	House spirits
Carlton draught	Chain Of Fire - Semillon Sauvignon Blanc	Craigmoor - Pinot Noir Chardonnay	TBA
Carlton Dry	Chain of Fire - Chardonnay		
Carlton mid-strength	Evans & Tate - Classic Dry White		
Pure blonde	Chain of Fire - Cabernet Merlot		
Cascade Light	Wise – Shiraz		

Package Four

Draught Beer	Wine	Sparkling Wine	House Spirits/Top Shelf Spirits
Carlton draught	Chain Of Fire - Semillon Sauvignon Blanc	Craigmoor - Pinot Noir Chardonnay	TBA
Carlton Dry	Chain Of Fire - Chardonnay		
Stella Artois	Evans & Tate - Classic Dry White		
Carlsberg	Mahi -Sauvignon Blanc		
Fat Yak	Madfish - Moscato		
Bulmer's Original Cider	Chain of Fire - Cabernet Merlot		
Carlton mid-strength	Philip Shaw "The Idiot" Shiraz		
Pure blonde	Wise – Shiraz		
Cascade Light			

Function Duration	Package One	Package Two	Package Three	Package Four
2 Hours	\$32	\$40	\$45	\$55
3 Hours	\$42	\$50	\$55	\$65
4 Hours	\$52	\$60	\$65	\$75

Please Note: Prices quoted per person and inclusive of selected softdrinks and juices/ All packages inclusive of bottled water

Management reserves the right to discontinue service of alcohol to any patron during the period of the beverage package according to our Responsible Service of Alcohol Guidelines & Policies. The Duty Manger (in consultation with the event organiser) reserves the right to put restrictions on the service of drinks to avoid and minimise the rapid consumption of alcohol. i.e one drink per person, per service...

General Information

Parking

Parking is available at the rear of the building, with an additional 150 bays on King George Street and side street parking.

Smoking

The Broken Hill Hotel is smoke free venue. Smoking is permitted outside the building only. The restaurant terrace is a no smoking area.

Responsible Service of Alcohol

For the safety of hotel guests and staff, the Broken Hill Hotel promotes the *responsible service and consumption of alcohol*. Security and staff may ask for proof of age at any time and reserve the right to refuse service to anyone showing signs of intoxication or displaying unruly behaviour. Those under the age of 18 are required to wear a wristband (provided by venue) identifying them as under the legal drinking age, and will be refused service at all bars and must be accompanied by a legal guardian at all times.

Fire safety

In the unlikely event of a fire or emergency evacuation, we ask that the host be aware of the emergency exits prior to commencement of the function.

House Policy

Management wishes to advise you that the follow policies relate to these premises. All patrons will be dealt with politely and courteously at all times and we ask that you do the same for our staff. All patrons must provide on demand photographic identification of their age.

MANAGEMENT RESERVES THE RIGHT TO REFUSE ENTRY.

(Current photographic D/L, or valid passport, W.A. Dept of Transport Proof of Age Cards, No 18+ cards accepted).

RESPONSIBLE SERVICE OF ALCOHOL

As a member of the Australian Hotel Association, we DO NOT support the rapid consumption of alcohol, therefore no irresponsible promotions will be permitted throughout the hotel. The Broken Hill Hotel supports and promotes the Responsible Service of Alcohol.

As your hosts; we will not serve you if you are intoxicated, rowdy or offensive. It is against the law for us to serve alcohol to people who are drunk. It is also an offence to buy alcohol for an intoxicated person

STRICT DRESS CODE APPLIES AFTER 6PM

Management Reserves the Right to Refuse Admission or Service to any person or persons failing to comply with the dress requirements.
Neat clean casual dress is to be worn at all times. Footwear to be worn at all times

Terms and Conditions

- 1. Tentative Bookings** - All tentative bookings will be held for a period of 10 days. Arrangements can be made through the Functions Co-ordinator to extend this period, otherwise the booking will automatically expire. We will make all attempts to contact you if another enquiry is received for the same date. In this situation, if you wish to hold onto the booking a deposit will be required within one day of notification.
- 2. Confirmation of Booking** – To confirm your booking, a deposit of \$200 is required to be paid in full. All deposits will be deducted from the total cost of the function. We also require the Credit Card Authorisation Form completed and returned as confirmation of your booking if the total function cost is not paid in full.
- 3. Cancellation** – In the event of a cancellation the full deposit will only be refunded if the cancellation is made 14 days prior to the function event. The Broken Hill Hotel reserves the right to retain the 50% of the deposit amount if the function is cancelled within 14 days of the function event and there will be no refund if the function is cancelled within 7 days of the function. NO EXCEPTIONS.
- 4. Final Confirmations** - To ensure all your needs are met with efficient service we request that the Confirmation of Function Details is completed and returned no later than 10 days (14 days prior for Christmas Functions) to your function date, at which time all details for the function; food, beverage, final numbers, room set ups and other requirements must be finalised and agreed.
- 5. Payment** - All accounts are to be paid on or before the day of the function, unless prior arrangements are made and agree to by Hotel Management.
- 6. Signing** of the Confirmation of Reservation form constitutes acknowledgement and agreement to our Terms and Conditions.
- 7. Re-allocation of Space** – The venue reserves the right to reallocate a function to another area should the numbers decrease below the minimum.
- 8. Bar Tabs** – The credit card on which the bar tab account is to be paid, must be provided on the day of the function and is to remain behind the bar until the account is signed off and paid in full.
- 9. Room Hire Fee** – Room hire fees are applicable for reserved areas. For exclusive functions in the lounge bar there will be a minimum expenditure requirement on food and beverage. The room hire fee will not be adjusted if full use of area booked is not required on the day. Payment of the Room Hire fee for a reserved area will confirm your reservation.
- 10. Roping of an Area** - Management reserves the right to open the roped or reserved area to the public if the area is not sufficient with its capacity after 9pm on Friday and Saturday evenings. Although we will reserve an area for you, at management's discretion, on busy evenings it may not be possible to guarantee and area exclusively to you and your guests.
- 11. DJ / Entertainment** – Management does not allow for private DJ's to be used for functions. A DJ can be organised on your behalf for an additional cost.
- 12. Delivery and Collection of Goods** – The venue will only accept delivery of goods one (1) working day prior to the function and request that all goods be removed on the completion of the function. The venue will not accept responsibility for any items delivered or left for collection without staff acknowledgement.

13. **Damages** – Function organisers are responsible for any damage sustained to the venue whether through the actions of their clients, guests, their outside contractors or any other persons, prior to, during or after a function.
14. **Decorations, Signage & Displays** – No items are to be nailed, attached, pinned, screwed or glued to the walls of any area unless otherwise approved by the venue.
15. **Responsibility and Damage** - The Broken Hill Hotel does not accept any responsibility for damages to, or loss of, any clients property left on the premises prior to, during or after a function.
16. **Natural Disaster** – the venue takes no responsibility for any natural disaster e.g. flooding, fires, power failure, war etc.
17. **Security** - Hotel Management reserves the right to refuse entry or service to any function guest.
18. **Outside services** - Under no circumstances will the Hotel allow any guests to bring any food or beverage into the Broken Hill Hotel.
19. **Cakes** – Clients wishing to bring their own cakes onto the premise will incur a \$1.00 per person cakeage charge up to the value of \$30.00. This fee is levied to cover the cost of storage, presentation, service, staff costs and loss of dessert sales. Cakes are available on discussion with your functions coordinator. Please note there may be a cost to plate cakes.
20. **Prices** - All prices shown are current at this time and are subject to change at the hotel's discretion.
21. **21st Birthdays** – all 21st birthdays need to be approved by the general manager. Guests are requested to make an appointment with the general manager prior to confirmation of your event. Management reserve the right to refuse approval of your function booking.
22. **Liquor Licensing** – Under the Liquor Control Act 1988, it is an offence to sell or supply liquor to a person under the age of 18 years on licensed or regulated premises: or for a person under the age of 18 years to purchase, or attempt to purchase on licensed or regulated premises. The Broken Hill Hotel is a responsible server of alcohol. For this reason we reserve the right to: Refuse service to intoxicated persons; Refuse entry and service to underage persons and Remove any persons creating a disturbance. Any guests deemed by a staff member to be intoxicated, argumentative and aggressive will be asked to leave the premises. These guidelines are both the legal requirements and the desire of management to provide a caring, safe and harmonious venue for both staff and patrons.
23. **Duty of Care** – We have a duty of care to our clients and reserve the right for our Duty Manager to refuse service of alcohol to person/s he/she deems are intoxicated and may do harm to themselves, other patrons or property.
If a function has purchased a beverage package, the Broken Hill Hotel reserves the right to refuse service of alcohol to a member of the function if deemed to be intoxicated.

Confirmation of Function Details

Fax to The Broken Hill Hotel on (08) 9470 5446 or email to functions@brokenhillhotel.com.au

Contact Details

Company Name:	
Event Organiser:	
Address:	
Email:	
Mobile number:	Phone number:

Function Details

Date of Function:	Commencement Time:	Conclusion Time:
Type of Function:	Approx Number of Guests:	
Name of Function for Notice Board:		
Area Requested: Lounge Bar	Garden Bar	Other
Contact Person on the Day:		

Function Requirements

Cash Bar: Yes / No	Platters			Price	QTY																				
Bar Tab : Yes / No	1. Spring Rolls			\$20																					
Bar Tab Limit: \$	2. Sushi Rolls			\$50																					
Beverage Package	3. Prawn Twister			\$35																					
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Please Note: Prices quoted for BBQ is per person

Confirmation of Reservation

Please complete and return to ensure confirmation of your reservation.

Fax to The Broken Hill Hotel on (08) 9470 5446 or email to functions@brokenhillhotel.com.au

Contact Details

Company Name:	
Contact Name:	
Address:	
Email:	
Mobile number:	Phone/Fax number:

Payment Details & Authorisation

Cash and EFTPOS: Please pay in person at the venue				
Direct Deposit: Please contact the Function Co-ordinator for bank account details				
CREDIT CARD:	VISA	MASTERCARD	AMEX	DINERS
Card Number:				
Expiry Date:		Verification Number:		
Payment Amount:				

I, _____ as the host of the function, accept the terms and conditions as outlined in the broken hill hotel function pack and accept responsibility in abiding by these terms.

I agree to the financial liability of the food and beverage packages I have chosen.

I accept responsibility for the behaviour of my guests and liability for any damage to the hotel.

I hereby authorise the Broken Hill Hotel to charge the specified amount to the credit card of which details are outlined above. (If full payment is not received by the end of the event I hereby authorise payment, in full to be charged from credit card details provided above).

Name: _____

Date: ____ / ____ / ____

Signature: _____