



DAISEYS HOTEL FUNCTION PACK

Thank you for expressing interest in Daisey's Hotel for your upcoming function.

The following information is designed to provide you with all the necessary details required for booking your function.

Daisey's Hotel caters for private Birthday parties, engagements, Christmas parties and all special events with a choice of three function rooms at a cost of \$250 room hire for a five hour period.

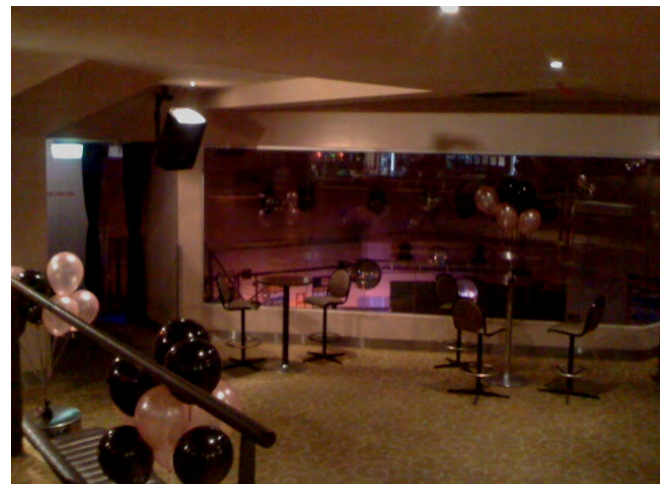
We look forward to hosting your next function.

Yours sincerely,

Stacey Smith
Functions Manager
Daiseys Hotel
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Ringwood east VIC
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Upstairs the Lava lounge is themed as the title suggests. We provide a fully serviced bar, sound system, lighting and can cater for any need and requests.



- Available Sunday to Friday
- Minimum catering requirement of 50 people
- Capacity of 150 people
- Dance floor
- Non smoking
- Fully functional, ready to go sound system
- Projector and screen available for laptop connection

ARK BAR

The ark beer garden is available 7 days, with a capacity of 250 people. The ark beer garden is perfect for sit down functions, staff parties and every birthday.



- Minimum catering requirement of 50 people
- Capacity of 250 people
- Out door area for summer time and plenty of heaters for winter
- Ipod, CD's or let us choose the music for you
- Fully serviced bar
- Projector & Screen available for laptop connection

REddish

Party the night away with your family and friends in our huge nightclub. Capacity of 650, however the room can be reduced in size to suit you individual needs.



- Minimum catering requirement of 100 people
- Capacity of 650 people
- Fully functional night club
- Available Sunday to Friday
- Fully serviced bar

CATERING

Function Food:

For our function clients we have designed a selection of options to suit your needs. We have a choice of Cocktail menus available.

Beverages:

Daisey's Hotel offers two options that are flexible to your function needs and all drinks are charged on a consumption basis.

Over the Bar: guests can purchase their own drinks.

Bar Tab: A credit limit can be organised prior to the function, to pay for drinks (can be a full bar or just selected beverages eg: beer, wine and soft drink).

Tea & Coffee:

We can organise tea and coffee facilities upon request for guests free of charge.

Decorations:

Decorations are available for purchase upon request in your choice of colour/s.

50 helium balloons, weights and table confetti—\$90

100 helium balloons, weights and table confetti—\$130

Entertainment:

We use 'progressive entertainment' as our DJ service. The Standard Service cost \$370.

Jukebox/Karaoke Service can be recommended for hire or organised to suit your special occasion

We are also more than happy to facilitate the use of personal CDs or MP3 players/Ipods.



FUNCTION FINGER FOOD MENU

Daisey's Party Platter – 12.50 Per Head

Spring Rolls
Sausage Rolls
Party Pies
Mini dim sims
Curry Samosas
Mini Quiches

Daisey's Celebration Platter – 14.50 Per Head

Mini Pizzas
Assorted Vol au vents
BBQ Meat balls
Vegetable Curry Puffs
Fish Goujons
Cheese & Potato Balls
Mini Quiches

Daiseys Gourmet Platter – 16.50 Per Head

Crumbed Camembert
Crumbed Calamari
Tempura Prawns
Tempura Fish
Satay Chicken Skewers
Seafood Dumplings
Gourmet Pies
Mini Spanakopitas

FUNCTION PLATTER MENU

Sandwich Platter- \$75 - Serves 10 People

Selection of assorted sandwiches.

Dips Platter- \$80 – Serves 20 People

Chefs Selection of Dips , carrot batons, celery sticks, warm Turkish bread, corn chips and water crackers.

Fruit Platter- \$100 – Serves 25 People

Selection of seasonal fruits

Cheese and Fruit Platter- \$145 – Serves 25 People

Brie, Camembert, Jarlsberg cheese, Blue vein, served with seasonal fruit and crackers.



Terms & Conditions

Room Hire

1. This fee covers room setup, linen, staffing & security for the duration of your function

Deposit

2. Daisey's Hotel requires a deposit being the room hire component to secure your function date. Tentative bookings will not be taken.

Cancellations

3. Should you cancel your function 60 days prior to the function date any monies paid will be refunded. Should your function be cancelled within 60 days of the function date you will forfeit your deposit.

Payment of Accounts

4. Unless otherwise agreed, full payment for total function costs is required 14 days prior to the function commencing. If you require a bar tab, this money must be paid at the start of the function by cash or credit card. Personal bank cheques will not be accepted.

Entertainment

5. Daisey's Hotel can organise with a reliable agency for the arrangements of Jukeboxes, DJs or Karaoke Systems. If entertainment is arranged through the Hotel the payment for entertainment will be required 30 days prior to the function. Under no circumstances is outside entertainment allowed such as strippers, telegrams etc. Entertainment organisations arranged by the hirer must adhere to hotel policies and no smoke machines are permitted.

Function Duration

6. The duration times for the function rooms on offer are **any 5 hour duration agreed to by Management. Latest finish time being 1am.**

Damage or Theft

7. The hirer (you) will be responsible for any damage that may occur in relation to your function. In addition the hirer indemnifies Daisey's Hotel against any claim for any loss, damage or theft of goods belonging to the hirer or their guests. Daisey's Hotel strictly adheres to Health, Liquor & Safety Acts and all Federal and State Regulations. The hirer and their guests also undertake to conform to these regulations. Failure to do so may result in function being shutdown early.

Bond

8. All function rooms require a \$200 bond. This must be paid with all payments 14 days prior to the function and providing no damage has been done, the bond will be returned to the hirer 24 hours after the function has ceased.

HIRER TO INITIAL PAGE: _____



Dress Code

- All function guests must generally meet the required standard of the hotel otherwise entry may be refused. Neat casual including denim and t-shirts are acceptable; thongs, work boots and scuffs are not permitted

Licensed Premise

- Daisey's Hotel is a licensed premise and practices responsible service of alcohol (RSA), and we ask that patrons understand and aid us in this legal requirement and remind all guests to drink responsibly. It is recommended by the hotel to have a nominated RSA representative for the function in case any issues do arise. It may be necessary to ask intoxicated or argumentative patrons to leave the licensed premise and subsequently may be refused entry and service in other areas of the hotel. All patrons must carry approved personal identification and must be willing to present to hotel staff and security upon request. **The bar will close thirty minutes before scheduled ending time.**

Parental Supervision

- Providing there is strict legal parental/guardian supervision at all times minors are welcome to attend all private functions but must not consume alcohol. However, minors will not be permitted to stay on the premise after 11pm.

Function Food

- Finger food items are subject to change without notice. Chips and nuts can be brought into the venue as long as they are within their use-by date, unopened and sealed in their original packaging. Unless otherwise discussed, the hirer organises the cutting and serving of the cake. Please inform us if you would like one of our Food Attendants to cut and serve the cake.
- Due to liquor license requirements food has to be provided when alcohol is being served, no private catering allowed, the Hotel must cater for your function.

Decorations

- Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other section of the building. Signage must be approved by management and kept to a minimum unless otherwise arranged. Strictly no confetti or glitter is permitted inside the venue or carpark. Photo boards may be propped up on the present table.
- Access to the room for decorating is **strictly** after 3pm.

Unforeseen Circumstances

- In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance which does not enable the event to proceed, Daisey's Hotel or management will not be held liable.

I hereby declare that I (Hirer's full name) _____ have read and understand Daisey's Hotel Function Terms and Conditions.

Function Room: (please tick)

- | | | |
|--------------------------|-------------------|------------------------------------|
| <input type="checkbox"/> | Ark Beer Garden | Date of Function _____/_____/_____ |
| <input type="checkbox"/> | Lava Lounge | |
| <input type="checkbox"/> | Reddish Nightclub | Nature of Function _____ |

Hirer's Full Name: _____

Hirer's Signature: _____ Date: _____/_____/_____