



ELGIN'S FUNCTION PACKAGE

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Please call our Function Coordinator
on 02 6024 2828 or Fax Number 02 6056 2775
during business hours,
or email elgins@elgins.com.au for further information

Elgin's offer a diverse range of quality options to successfully cater for any event. Our professional Coordinator is available for planning advice or simply to assist in the coordination of your event.

At Elgin's we pride ourselves on a flexible approach to housing your function. Functions are designed to suit personal requirements, do not hesitate to contact Elgin's and arrange an obligation free meeting to discuss your ideas and requirements.

Conditions of Hiring Elgin's as your Function Venue.

Tentative Bookings

Elgin's will hold a tentative booking for a period of 14 days anytime thereafter Elgin's reserves the right to re-allocate the date to other enquiries.

Confirmation of a Booking

A \$50 deposit is required by Elgin's for a date to be exclusively held by the client. This deposit is non – refundable.

Payment

Final payment must be received by Elgin's at the completion of the event. Cooperate clients are welcome to arrange an account with Elgin's. Please call our Account's Department for further information on 02 6024 2828. Please note that Amex and Diners incur a 3.5% surcharge.

Cancellation

Both parties have the right to cancel any booking within twenty four hours of commencement time.

Final Details

To ensure successful outcomes for your event, it is the responsibility of the client to make final details 7 days prior to the event.

Menu concepts
Dietary requirements
Final Numbers
Room Setting
Equipment Hiring

Please note the Steak Pit requires a minimum of 15 guests.

Prices quoted for other function rooms are based on your minimum designated guests and will be charged as such.

Room Hire Rates

Please note a full day rate is any usage of more than 6 hours

Steak Pit Gold Room	~ Full Day \$400.00 ~ Half day \$200.00
Carvery	~ Full Day \$150.00 ~ Half Day \$100.00
Irene House	~ Full Day \$500.00 ~ Half Day \$250.00

These rates include the cost of:

Bar Staff
Cleaning
Function Coordinator
Administration
Setting up of tables, chairs, hire equipment (when required)

The room hire would be waived if food purchased to the value of \$250.00 & a full bar facility is booked.

Corporate, Seminars & Training Workshops will automatically attract room hire fee.

Other Fees

Security ~

For birthday celebrations of 21st's to 25th's, Elgin's require clients to have Security at the door of the event. A fee of \$55 per hour for a minimum of two hours applies.

Extra Staff~

In the event of Front of House staff being required to waiter the event, a fee of \$25 per hour per staff member applies. This fee does not apply for events held in the Steak Pit.

Sundays/Public Holidays ~

Any function booking made on a Sunday or public holiday may qualify to incur additional charges to cover staffing costs.

Cleaning/Damage ~

In the event negligent behavior which results in damage to Elgin's premises, property or unnecessary litter left by the client and /or their guests, extra cleaning or replacement charges will apply and must be settled in full within 3 months of the event.

Responsible Service of Alcohol

Elgin's staff are required by law to hold relevant certificates pertaining to the Responsible Service of Alcohol. Any intolerable intoxicated persons will be dealt with effectively and immediately. Intoxicated patrons refusing to adhere to requests by staff to leave Elgin's, risk legal ramifications and possible banning from the entire Elgin's premises for a minimum of 3 months with a maximum of a lifetime ban. In the function rooms, Elgin's will cease serving alcohol at 12.30am.

Please note, in the case of 21st and 25th birthday parties, it is the responsibility of the client to provide a guest list that is given to Security immediately before your event commences. Any person's under the age of 18 attending the event must be highlighted and identified. Any person's not on the guest list or perceived to be under the influence of drugs and/or alcohol will be refused entry.

ELGIN'S FUNCTION ROOMS

All functions are serviced by friendly and professional wait staff that are passionate about quality and understand the importance of excellence in hospitality.

THE STEAK PIT RESTAURANT

A beautiful statement is easily achieved in this elegant venue, for weddings, corporate seminars, or private parties. Menus can be designed to suit your event and dietary requirements. The Steak Pit Restaurant prides itself on flexibility, ensuring that your function is an impressive success.



THE STEAK PIT COCKTAIL BAR

The Cocktail Bar is part of the Steak Pit Restaurant and offers a sophisticated environment for pre-dinner drinks or cocktail parties, catering up to 40 people comfortably. This area can be hired in conjunction with the restaurant. Menu included in this package.



THE STEAK PIT GOLD ROOM

The Gold Room is best suited to private parties and corporate events. This area can be closed off from the Red room and the Cocktail bar.

This room caters for a maximum of 50 people.



THE STEAK PIT RED ROOM

This unique environment, unlike any other venue in the Albury- Wodonga region, offers a fine dining experience and is perfect for that special occasion to impress your guests.

Available for hire for private dinner parties with a maximum seating capacity of 50 people.

Conditions for functions held in the Steak Pit

Changes to any menu offered could occur without notice.

We understand that dietary requirements can be an issue and we are always prepared to cater for this without fuss. Prior notice of dietary particulars must be supplied by the client at least one business day before the event.

As part of our service we are available to help pre-select wines and pricing to fit within your budgetary requirements.

We require final numbers 2 days out from your function and charging will occur based on those final numbers regardless of the events' attendee outcome.

A non refundable booking fee of \$100 is required to cover any loss if you should cancel your function 14 days or less out from the function date. This fee will be deducted from the total amount should your event proceed as planned.

Any equipment hired will be charged out at \$30 a piece:

- Projector (client to provide data cables)
- Projector Screen
- Microphone (Fixed and Roaming and lapel)
- Whiteboard
- Also available Wi Fi facilities

Alternate Service Price

Single course \$35 per head food only

- Single course \$60 per head inclusive of all drinks**
- Single course \$65 per head inclusive of all drinks and equipment hire
- 2 courses \$60 per head food only*
- 2 courses \$85 per head inclusive of all drinks**
- 2 courses \$90 per head inclusive of all drinks and equipment hire
- 3 courses \$75 per head food only*
- 3 courses \$100 per head inclusive of all drinks**
- 3 courses \$105 per head inclusive of all drinks and equipment hire

* (alcohol appears on bill)

** (includes only tap beer, house wine and soft drinks)

Sundays attract a \$5 per head surcharge

Sample Menu for \$75 per head option

(Delivered as alternate set)

ENTRÉE

Soup of the Day

Sizzling Garlic Prawns

MAINS

Black Range Duck

Slow cooked duck braised in Black Range Pinot Noir accompanied with potatoe mash, peas and roasted shallots

Panfried Crispy Salmon

Fresh Salmon fillet panfried with fresh herbs served with scalloped potatoe and seasonal vegetables

Small Fillet Steak

200gm fillet served with scalloped potatoe and seasonal vegetables & a red wine jus

DESSERT

Tarte au Citron

Lemon curd set in short crust pastry served with pouring cream

White and Dark Chocolate Mousse

White chocolate mousse with crushed roasted hazelnut layered between dark chocolate mousse

ELGIN'S BISTRO AND DELI BAR



Elgin's Bistro and Deli Bar is on the ground floor of Elgin's and is easily accessible from the car park. With a diverse and delicious menu with a wide selection of wines and beers this venue is a popular choice for people wishing to simply catch up or celebrate special occasions with work colleagues, friends and family.

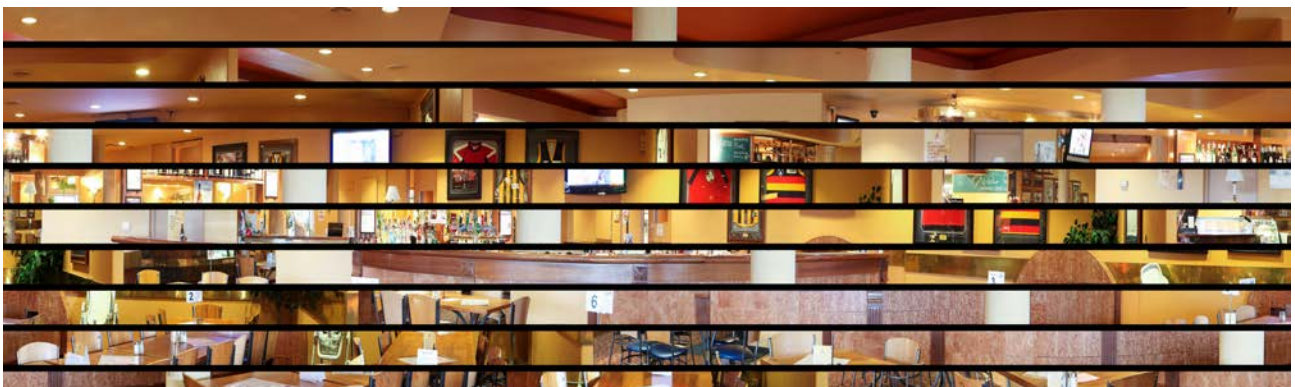
Elgins have created the ideal family function space with an outdoor secure children's playground and an indoor play station room, providing a fun and relaxed environment for both young and old.

Elgin's Bistro and Deli Bar is perfect for corporate breakfast functions, casual business meetings, or after work functions. Our professional staff are available to ensure you receive friendly and efficient service. Please find the Bistro menu available in our website.

During the week sections of the bistro can be booked in advance for function use.

The Bistro can cater for a maximum of 150 seated person functions.

Also available Wi Fi facilities



BISTRO FUNCTION OPTIONS

Meals for these events are selected from the Bistro Menu.
Price will vary according to meal selected for the event.

The prices stated herein are relevant only when Bistro *Special's* menu is selected.

Two Courses Alternate Delivery

This option consists of an alternate serving of two selected dishes.
Prices start @ \$16.95 per person

Entrée, Main and Dessert

Prices start @ \$20.00 per person

Cocktail Parties (requires no attendee minimum)

Menu included in this package.

A-la-Carte

This option is a staffed serviced event. Guests can order from Elgin's existing menus or a menu designed specifically for the event. Elgin's are able to design and print individual menu's which can incorporate your event title, company logo, name, etc

Cocktail Parties (requires no attendee minimum)

Menu included in this package.

THE CARVERY



The Carvery is perfectly suitable for a range of private functions, ie; birthday parties, casual corporate gatherings, engagement parties, training and/or seminars, and caters up to 120 people with maximum seating for 35 people.

With perfect facilities for your event, the Carvery is an inexpensive and private environment.

The Carvery is a perfect venue providing a dance floor with two distinct areas for you to utilize, with both rooms easily accessible to the bar.

Clients are free to decorate these spaces the day of their function.

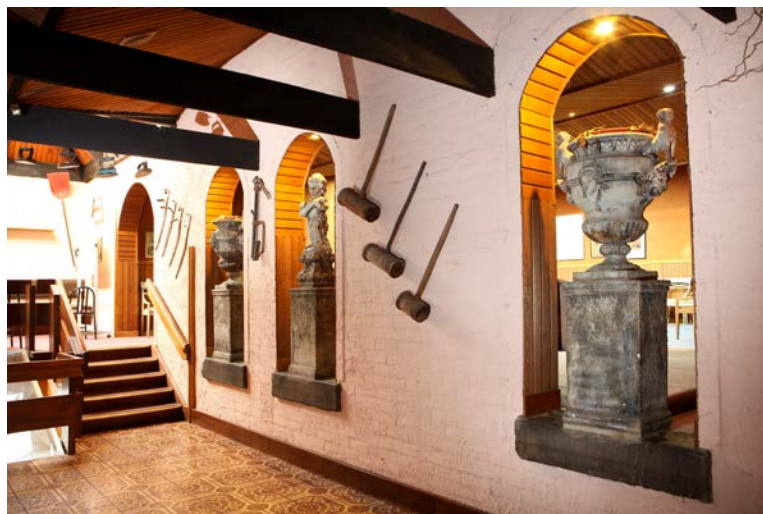
Alternatively, The Carvery can easily be configured for film nights, training sessions, conferences or corporate training sessions.

This room is a popular choice. Both areas come with the one hire fee.

Advanced bookings are recommended to ensure exclusive use.

Please check the *Conditions of hire* within this package.

Also available Wi Fi facilities



THE COCKTAIL MENU

All Cocktail Food comes with a minimum of one item per person

\$2.00 each

Smoked Salmon & Crème Fraîche on Potato Rosti
Thai Fish Cakes

Tandoori -style prawns (Gluten Free)
Mediterranean Tartlet

Char Grilled Vegetables with Pan Fried Haloumi (Gluten Free)

Blue Cheese Tarts with Roasted Truss Tomatoes

Goat's cheese fritters

Rice Paper Rolls

Potato & Mozzarella Croquettes

Asian Chicken on Fried Wontons

Roast Beef & Pesto on Sourdough Croutons

\$2.50 each

Petite Cottage Pie

Mini Beef Kebab (optional GF)

Marinated Beef Skewer (GF)

Lamb & lemon skewers (GF)

Mini Lamb Pies

Parmesan cutlets with mint pesto

Pork Dumplings

Duck Satays with Peanut Sauce (GF)

Kangaroo strip loin tartlet with Sweet Potato & Tomato Jus (GF)

THE FINGER FOOD MENU

All platters catering for 4-6 people
(This menu is not available for functions held in the Steak Pit Restaurant)

COLD NIBBLE PLATTER ~ \$32.00

Consisting of:

Cheese, Cabana, Biscuits/Crackers

COLD NIBBLE PLATTER ~ \$45.00

Consisting of:

Cheese, Cabana, Olives, Picked Onions, Salami, Sundried Tomatoes, Dips
& Crackers

HOT NIBBLE PLATTER ~ \$21.00 (CATERING FOR 4 PEOPLE ONLY)

Consisting of:

Mini Dim Sims, Samosa Triangles, Tempura Fish Cocktails, Wedges, Spring Rolls, Served with
Sweet Chilli Sauce, Sour Cream and Soy Sauce

SEAFOOD PLATTER ~ \$45.00

Consisting of:

Tempura Battered Fish Cocktails, Prawn Twisters, Salt and Pepper Calamari, Garlic Prawn
Skewers & Seafood Cocktail Claws

PASTRY PLATTER ~ \$45.00

Consisting of:

Variety of Party Pies, Sausage Rolls, Quiches

ASIAN PLATTER ~ \$45.00

Consisting of:

Mini Dim Sims, Spring Rolls, Samosa Triangles, Won Tons, Panko Crumbed Prawns,
Satay Chicken Skewers

CONFERENCE CATERING

Morning tea with Biscuits \$6.50 per head

Sandwiches only \$7.50 per head

Fruit Platter \$6.50 per head

Afternoon tea with Biscuits \$6.50 per head

Sandwiches and Fruit Platter \$14.00 per head

Tea, Coffee, House made Biscuits, Sandwiches \$21.00 per head

Continuous Tea and Coffee station \$4.50 per head

Carvery Room Hire Rates

Please note a full day rate is any usage of more than 6 hours

~ Full Day \$150.00

~ Half Day \$100.00

These rates include the cost of:

Bar Staff

Cleaning

Function Coordinator

Administration

Setting up of tables, chairs, hire equipment (when required)

The room hire would be waived if food purchased to the value of \$250.00 and a full bar facility is booked.

Corporate, Seminars and Training Workshops will automatically attract room hire fee.

OTHER OPTIONS

Projector, projector screen, whiteboard, lectern or microphones are \$30.00 each inclusive of GST.

iPod and Laptop Speaker available at \$30.00 inclusive of GST. Wi Fi facilities also available.

Menu and prices are subject to seasonal availability. Elgin's reserves the right to alter these prices and menus without notice.