



# CROWS NEST HOTEL

## FUNCTIONS PACK

(02) 9436 4887

[www.crowsnesthotel.com.au](http://www.crowsnesthotel.com.au)

[crowsnesthotelfunctions@alhgroup.com.au](mailto:crowsnesthotelfunctions@alhgroup.com.au)

# OUR SPACES

## • ONE WILLOUGHBY •

Cocktail · 80 | Seated · 60

One Willoughby is a boutique event space which features a private bar. This is a more intimate space, lined with booths and a large open cocktail area.

The exclusive entrance makes One Willoughby an ideal private function space, suitable for engagements, birthday celebrations, product launches and more.

### ROOM HIRE INCLUSIONS:

- 5 hour room hire
- Private bar
- Bartenders & Food waiters
- TV & HDMI cable
- Play your own music or have a DJ
- Complimentary WIFI
- Wireless Microphone



# OUR SPACES



## • COCKTAIL LOUNGE •

Cocktail · 120 | Seated · 80

Located on the upper level of the hotel, The Cocktail Lounge is our largest private event space with its own private bar and direct access to The Rooftop.

The Cocktail Lounge is a flexible space that can cater to any type of event, whether it be a conference or team building event, birthday, engagement, trivia night or sporting presentations.

### ROOM HIRE INCLUSIONS:

- 5 hour room hire
- Private bar
- Bartenders & Food waiters
- TV & HDMI cable
- Complimentary WIFI
- Access to the rooftop terrace
- Play your own music or have a DJ
- Wireless Microphone



Need more space?  
Add on our 'Berry Room' to  
gain additional space &  
a pool table !

# OUR SPACES

## • THE BERRY & PARLOUR ROOM •

Cocktail · 40 | Seated · 20

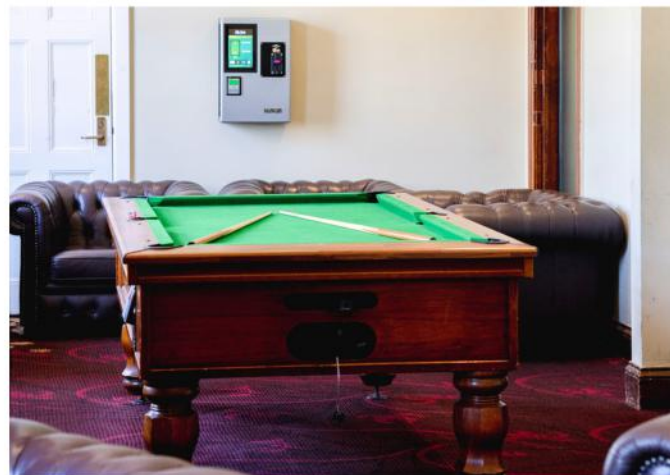
The Berry & Parlour room caters for intimate functions with a casual and relaxed feel. Both rooms feature a large insitu pool table, low lying coffee tables surrounded by classic chesterfield lounges and tall cocktail tables.

This space is ideal for sporting group gatherings, or casual celebrations. Both rooms can be added to our Cocktail Lounge space to increase capacity or to add a pool table to your event.



### ROOM HIRE INCLUSIONS:

- 5 hour room hire
- TV & HDMI cable
- Complimentary WIFI



# OUR SPACES

## • THE BALLROOM •

Cocktail · 160 | Seated · 90

This elegant, heritage room beaming with natural light and complete with intricate design details, chesterfield lounges and an open fireplace, is the perfect space for sit-down dinner events, networking conferences, or more formal cocktail events such as engagement parties and wedding receptions.



### ROOM HIRE INCLUSIONS:

- 5 hour room hire
- TV & HDMI cable
- Complimentary WIFI
- Access to adjoining bar
- Bartenders and Food waiters
- Table Setting and Linen

Need more space?  
Hire our entire level 1  
which can hold 500  
people!

# OUR SPACES

## • THE BOARDROOM •

Cocktail · 40 | Seated · 12

A heritage room filled with character, The Boardroom is located on the upper level and consists of a large 12 seater dining table.

With iconic arched windows overlooking the city, and an open fireplace, this creates a cosy ambience in the cooler months.

This space is perfect for smaller and more intimate space which can either act as an informal cocktail space, or set with a 12 seater dining table for conferences and private dinners.

### ROOM HIRE INCLUSIONS:

- Flexible room hire
- TV & HDMI cable
- Complimentary WIFI
- Whiteboard & Markers
- Table Setting & Linen
- Conference Packages Available



# OUR FOOD

## • CANAPES •

### Cold Canapes · 20 pieces

Bruschetta (V)	\$60
Bocconcini & Cherry Tomato Tartlet (V)	\$80
Smoked Salmon Blinis	\$80
Assorted Sushi Platter (x40)	\$95
Rice Paper Rolls (x30) (V) (GF)	\$80

### Hot Canapes · 20 pieces

Mushroom Arancini Balls (V) (GF)	\$80
Chicken & Beef Pies	\$80
Sausage Roll & Vegetarian Filo	\$80
Vegetarian & Meat Spring Rolls	\$75
Chicken Satay Skewer (GF)	\$80
Pork Belly Skewer (GF)	\$90
Vegetable Skewer (VE) (GF)	\$60
Snow Cheese Fried Chicken Bites (40)	\$80
Coconut Prawn & Calamari Boats	\$80

### More Substantial · 20 pieces

Margherita Pizza Board (V)	\$50
Chill Prawn Pizza Board	\$60
Pepperoni Pizza Board	\$60
Crispy Chicken Slider	\$100
BBQ Jackfruit Slider (VE)	\$100
Wagyu Beef Slider	\$100
Crispy Pork Mini Bahn Mi	\$120

### Grazing Stations

#### Antipasto- \$10pp

*(selection of cured meats, cheese, dips, assorted crackers, grissini, vege sticks and fresh fruit)*

#### Fresh Seafood- \$18pp

*(prawns, oysters, scallops & a selection of fresh fish w/ cocktail sauce, mignonette & lemon)*

#### BBQ Feast- \$17pp

*(BBQ pork ribs, corn riblets, chicken wings, grilled asparagus, pork & chicken skewers, sweet potato fries & dipping sauce)*

#### Dessert- \$10pp

*(chefs selection of mini cakes, tarts, sweets & fresh fruit)*



\*Please notify us of any dietary requirements. GF & DF options available\*

# FUNCTIONS PACKAGES

Looking for a pre-set package to make things easier?  
Why not go for one of these!

## • SILVER •

\$3500

Free room hire

Private Bar

2 hot or cold canapes x 50

2 substantial canapes x 50

\$1500 bar tab

## • GOLD •

\$5500

Free room hire

Private Bar

Antipasto Grazing Table

3 hot or cold canapes x 70

2 substantial canapes x 70

\$3000 bar tab

## • DIAMOND •

\$10,000

Free room hire

Private Bar

Antipasto Grazing Table

4 hot or cold canapes x 90

2 substantial canapes x 90

Free Security Guard

DJ

\$4500 bar tab

Looking for something more formal?  
We offer sit down lunch and dinner  
menus.

Our chefs will create the perfect menu  
to suit your event!





# CONFERENCE MENU

## •FULL DAY CATERING•

### PACKAGE 1

\$45 per person

Tea & Coffee Station

Assorted Morning Tea - (Assorted biscuits, danishes, banana bread & fresh fruit)

Assorted Afternoon Tea- (Ham & cheese/ ham & tomato croissants, mini assorted pies & fresh fruit)

### PACKAGE 2

\$85 per person

Tea & Coffee Station

Assorted Morning Tea - (Assorted biscuits, danishes, banana bread & fresh fruit)

1 Main Bistro Meal-(Chicken schnitzel, parmigiana, burger , vegetarian pasta or salad)

Assorted Afternoon Tea- (Ham & cheese/ ham & tomato croissants, mini assorted pies & fresh fruit)



## •HALF DAY CATERING•

### PACKAGE 1

\$30 per person

Tea & Coffee Station

Assorted Morning Tea - (Assorted biscuits, danishes, banana bread & fresh fruit)

OR

Assorted Afternoon Tea- (Ham & cheese/ ham & tomato croissants, mini assorted pies & fresh fruit)

### PACKAGE 2

\$65 per person

Tea & Coffee Station

Morning Tea      OR      Afternoon Tea

1 Main Bistro Meal-(Chicken schnitzel, parmigiana, burger , vegetarian pasta or salad)

# OUR DRINKS



## • BAR TAB •

Organise a pre determined amount you would like to put towards a bar tab for your guests to enjoy. You can choose if you would like this bar tab with limited options or an open bar tab.

You are free to adjust this throughout your function!

Our friendly staff will ensure your bar tab is monitored and your requests are met.

Wristbands are available for all guests to gain access to the bar tab. A credit card and photo ID must be left with the bar staff at the start of your event.

## • CASH BAR •

This option allows your guests to purchase their own drinks throughout the event. Choose from a selection of house beers, craft beers, wine, spirits and cocktails.

# TERMS & CONDITIONS

## 1. TENTATIVE BOOKINGS

Bookings will be held for a period of 5 working days only, after which time the space will be released without notification.

## 2. CONFIRMATION/DEPOSIT

A booking is considered confirmed upon receipt of the signed terms & conditions and a full deposit payment. Unless cancelled these are non refundable charges. To secure your booking a deposit is required. This will be a flat room hire fee or 10% of your minimum spend, unless advised otherwise.

## 3. CANCELLATIONS

If you cancel a confirmed booking, a full deposit will be reimbursed, provided you give a minimum of 4 weeks written notice. Less than 4 weeks notice, a cancellation fee of the deposit taken will be deducted. If the Crows Nest Hotel has reason to believe that a function will affect the operation of the hotel, its security or reputation, it reserves the right to cancel the function at anytime.

## 4. GUARANTEED NUMBERS

Confirmation of guest numbers must be given 1 week prior to the event.

## 5. PAYMENT

All catering will need to be ordered and paid for in full at least 1 week prior to your event. Any remaining payments are required at the conclusion of the function. We accept cash, Bankcard, Mastercard, Visa & Amex. NO CHEQUES OR PAYMENT POST YOUR EVENT.

## 6. COMPLIANCE & RSA

Clients are responsible for the orderly behaviour of their guests and management reserves the right to intervene where it sees fit and/ or refuse entry or service. Responsible service of Alcohol is company policy.

## 7. DAMAGES & INSURANCE

Clients are liable for any damage through either their own actions or their guests. Please note nothing is to be nailed, screwed or stapled to the walls, doors or other surfaces. Crows Nest hotel will not take any responsibility for the loss or damage to any equipment or merchandise left on the premise prior to, during or after the event.

## 8. FOOD & BEVERAGES

No food or beverages can be brought into the venue without prior approval from venue management.

## 9. LICENCING REQUIREMENTS

As part of our hotel license, minors are permitted into the hotel until 10pm, in the authorised areas only, whilst they are accompanied by a parent or guardian.

## 10. 18th & 21st BIRTHDAYS

For all 18th & 21st birthdays an additional security guard is required for the duration of the event. Security guards will be hired through the hotel at a rate of \$250 per guard.

## 11. PRICING

Room hire fee and minimum spends may apply for your chosen function space. Please enquire with our function team for pricing.

# BOOKING FORM

I acknowledge having read a copy of the general Terms and Conditions & further comply with all respects of such conditions on acceptance of this application.

Function Name: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Full Name: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Function: \_\_\_\_\_

Event Start Time: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



**CROWS NEST HOTEL**

EST 1929