

THE
MARAYONG
HOTEL

FUNCTION PLANNER



6 Cobham Street, Kings Park NSW 2148
p (02) 9626 9061 e maryong@lesday.com w marayonghotel.com.au

SOMETHING TO CELEBRATE? PARTY WITH US!

Stop looking, you've found the perfect location for your next function! We would love to help you with your next big event, no matter the occasion. Newly renovated to the highest standards we would love the opportunity to delight you hosting your next function!

With friendly, experienced staff, we will provide you and your guests with great service, great food, a beautiful new environment and an unforgettable time.

The relaxed and casual atmosphere in our venue is ideally suited to any celebratory occasion and with our new function room we can cater for events up to 150 people seated and 200 people standing. We can cater to all tastes and budgets with a range of menus including platters, buffets and canape packages. We can tailor any menu to suit your needs.

CALL NOW ON (02) 9626 9061 OR (02) 9626 1244

For further information or to book a site inspection, please contact us on:

f: 9837 5614 e: functions@marayonghotel.com.au w: marayonghotel.com.au



PLATTER MENU

Suits approx. 8-10 people.

Antipasto Platter **\$70**

Sopressa salami, double smoked ham, Kalamata olives, seasonal vegetables, Danish feta, semi dried tomatoes, & artichokes

Sandwich Platter **\$65**

Assorted sandwiches/wraps

Sliders **\$85**

Korean pulled pork, wagyu beef & Moroccan chicken

Entertainer Platter **\$90**

Sweet & sour pork belly, southern fried chicken ribs, mini Beef Skewers

Choose Your Own Platter Menu

Choose any 6 from below for \$90

Party Pies

Party Sausage Rolls

Devil Wing Dings

Cocktail Samosas

Cocktail Spring Rolls

Veggie Dimee

Mini Satay

Chicken Skewers

BBQ Meatballs

Pizza Menu

Hawaiian

\$18

Meatlovers

\$21

Supreme

\$22

BBQ chicken

\$20

Vegetarian

\$18

Hot & spicy

\$20

Margherita (V)

\$15

The Godfather

\$21

Extra Add Ones

Potato Wedges w/ Sour Cream & Sweet Chilli Sauce Platter

\$45

Potato Chips Platter

\$40

Garlic Bread Platter

\$45

Seasonal Fruit Platter **\$65**

Muffin Platter **\$6pp**

Mini Chocolate, Blueberry, Banana Muffins

Tea & Coffee Station **\$4pp**

BUFFET MENU

Option 1 - \$35pp

based on a minimum of 30 guests

Bakers Basket of Assorted Bread Rolls and Butter

2 Roast Selections,
2 Potato/Vegetable Selections, 1 Fresh Salad

1 Dessert Selection

Option 2 - \$40pp

based on a minimum of 30 guests

Bakers Basket of Assorted Bread Rolls

3 Roast Selections,
2 Potato/Vegetable Selections, 1 Fresh Salad

1 Dessert Selection

Option 3 - \$45pp

based on a minimum of 30 guests

Bakers Basket of Assorted Bread Rolls

3 Roast Selections,
3 Potato/Vegetable Selections, 2 Fresh Salads

1 Dessert Selection

ADD Prawns \$8pp (6pc)

ADD Oysters \$6pp (3pc)

All menu items are subject to seasonal availability and may change without notice

Buffet Selections

Prime Roasts w/ a Selection of Sauces & Condiments

Baked Honey Leg Ham

Carved Roast Turkey w/ Cranberry Sauce

Mustard Crusted Roast Beef w/ Rosemary & Red Wine Jus

Roast Pork Loin w/ Crackling & Apple Sauce

BBQ Chicken Pieces

Potatoes / Vegetables

Baby Potatoes w/ Garlic Butter

Creamy Potato Bake w/ Bacon & Cheese

Roast Vegetables

Roasted Sweet Potatoes

Fresh Salads

Traditional Caesar Salad

Greek Salad

Garden Salad

Potato Salad

Pasta Salad

Desserts

Fruit Platter

Individual Sticky Date Pudding w/ Butterscotch Sauce

Individual New York Cheese Cake

Chocolate Brownie

CANAPE MENU

Minimum 20 guests

PACKAGE A \$25 PER HEAD

2 Pieces Of Each item pp

Party Sausage Rolls
w/ tomato sauce

Party Pies
w/ tomato sauce

Spicy Buffalo Wings
w/ chipotle mayo

Salt & Pepper Squid
w/aioli

Vegetable Spring Rolls

Cheese & Spanish Triangles
w/ tzatziki sauce (V)

PACKAGE B \$30 PER HEAD

2 Pieces Of Each item pp

Lamb Souvlaki
w/ tzatziki sauce

Chicken Skewers
w/ satay

Sothern Fried Chicken
w/ chilli mayo

Salt & Pepper Squid
w/aioli

Cheese & Spanish Triangles
w/ tzatziki sauce (V)

Wagyu Beef Sliders

PACKAGE C \$35 PER HEAD

2 Pieces Of Each item pp

Tempura prawns
w/ tartare

Sweet & Sour
Pork Belly Cubes

Pulled Pork Sliders

Lamb Souvlaki
w/ tzatziki sauce

Sothern Fried Chicken
w/ chilli mayo

BBQ Meatballs

KIDS PACKAGES

Kids Birthday Party Packages

For children under 12 yrs
Includes meal, drink, ice cream & lollie bag

\$12pp

Kids Snack Platter

Fairy Bread, Mixed Lollies, Potato Chips

\$45

Kids Party Platter

Party Pies, Party Sausage Rolls, Popcorn Chicken, Hot Chips

\$55

Kids Desserts

Ice Cream Cake

\$15

Themed Face Painter, Balloonist and Games

\$380

EXTRAS

Party Extras

We can organise for you at a discounted rate:

- Karaoke
- Juke Box
- Decorations
- Photo Booth
- Candy Bar
- Chocolate Fountain
- Face Painters
- Clowns



EVENT & HIRE AGREEMENT

Dear _____

Thank you for choosing The Marayong Hotel as the venue for your upcoming event. To confirm your booking, we require all pages of this document to be completed and signed, including the credit card authorisation form, along with payment of your deposit. Please read all information carefully before signing this document.

DEFINITIONS

In the Terms and Conditions and the Agreement the following expressions shall have the following meanings:

- 1.1 **'Additional Costs'** means such additional costs attributable to the provision of Additional Services to the Client by the Marayong Hotel together with ancillary charges for delivery and collection of any additional services to the Client (which shall include GST where applicable and/or other taxes, duties and appropriate other charges) details of which will be set out in the relevant Invoice.
- 1.2 **'Additional Services'** means any additional services the Marayong Hotel may agree to provide to the Client in accordance with any clause of these Terms and Conditions.
- 1.3 **'Agreement'** means any agreement between the Marayong Hotel and the Client for the provision of Catering Services incorporating these Terms and Conditions.
- 1.4 **'Catering Services'** means the Catering Services set out in the Agreement together with any Additional Services to be provided to the Client by the Marayong Hotel under the terms of the Agreement.
- 1.5 **'Facilities'** means the facilities and/or equipment to be provided by or on behalf of the Client at the Premises on the Event Date.
- 1.6 **'Event Date'** means the date and time of the Event specified in the Agreement.
- 1.7 **'Invoice'** means any invoice given or despatched to the Client detailing the Catering Services, the Price, Additional Services and any Additional Costs.
- 1.8 **'Price'** means the price to be paid by the Client to the Marayong Hotel for the Catering Services as specified in the Agreement which shall include GST where applicable and/or other taxes, duties and appropriate other charges.
- 1.9 **'Venue'** means the Premises specified in the Agreement at which the Catering Services are to be provided.
- 1.10 **'Client'** shall mean the Client (or any person acting on behalf of and with the authority of the Client) as described on any quotation, work authorisation or other form as provided by the Marayong Hotel to the Client.
- 1.11 **'Caterer'** shall mean Lesday Pty Ltd T/A the Marayong Hotel its successors and assigns or any person acting on behalf of and with the authority of Lesday Pty Ltd T/A the Marayong Hotel.

TERMS & CONDITIONS

EVENT & HIRE

1. Payment

- i. An initial non-refundable deposit is required upon signing of this agreement.
- ii. Full pre-payment of all confirmed costs is required no later than seven (7) days prior to the event. In the event that payment is not received, the Marayong Hotel reserves the right to terminate this agreement without notice.
- iii. Pre-payment is accepted by credit card, cash, direct debit and bank cheque. Any additional payments for beverage tabs opened on the day of your event must be settled upon conclusion of your event by credit card or cash only.
- iv. Credit card authorization forms must be filled out by Clients, when paying their deposit, to confirm a booking.
- v. These details are not used for any purpose, unless a Client gives the Marayong Hotel permission to debit the card for payment, or in the event where Clients have failed to pay any monies specified in the agreed invoice.

2. Event Cancellations

- i. In the event of a cancellation without 48 hours notice, the deposit of \$300 is retained by the Marayong Hotel as a cancellation fee. All payments made are non-refundable.

3. Final Details

- i. Room set-up, menus, beverage arrangements, audio visual, entertainment and event running order must be confirmed to The Marayong Hotel by no later than one week prior to the event.

4. Guaranteed Numbers

- i. Final numbers are required no later than fourteen (14) days prior to the event. Number reductions/ increases may be taken into account after this date depending on circumstances and availability.

5. Security

- i. Certain types of events (depending on numbers, size and type of Event) may require the Licensee of the venue to insist on a security guard being present in the room for the duration.
- ii. The Security guards are scheduled to arrive half (1/2) an hour prior the scheduled event times and half (1/2) an hour post scheduled event times.
- iii. Charges may apply for failure to comply with scheduled event times, unless prior written approval is obtained.
- iv. Our Events Team is more than happy to discuss security arrangements and costs. Security is used to maintain good order and provide a safe and secure environment for all guests and employees.

6. Damages

- i. Clients are financially liable for any and all damages caused during the Event whether through their own action or through the action of their appointed sub-contractors or guests.

7. Insurance

- i. The Marayong Hotel will not accept responsibility for the loss or damage to any equipment or merchandise left on the Hotel premises prior to, during, or after the Event.

8. Decorations, Displays & Signage

- i. To avoid damage, no items are to be attached, pinned or glued to the wall surface of any area.
- ii. All decorations, displays and signage must be tasteful.
- iii. Management prior to the event must approve any decorations, displays and signage.

9. Noise

- i. The venue has a duty of care to its immediate neighbors. In order to fulfill this duty of care, we operate our music systems at a level that does not impede on the nocturnal habits of the surrounding families.
- ii. Therefore it may be necessary in some instances to ask the resident DJ/Band/Entertainment in the Event room to lower the volume at which they are performing.

10. Event Times

- i. The client must begin the Event and vacate the designated Event area at the scheduled times agreed upon.
- ii. An Additional Cost of \$150.00 per 1/2 hour will apply should the client fail to comply with the scheduled event times. Unless prior written agreement be obtained.

11. Food & Beverage

- i. No food or beverage may be brought onto the premises for consumption during the event, with the exception of a birthday/celebration cake.
- ii. Charges may apply to the service of a cake

12. Minors

- i. The legal drinking age in NSW is 18 years. Underage persons are not permitted to purchase or consume alcohol.
- ii. Underage persons are not permitted on the premises, with the exception of agreed areas, and only if accompanied at all times by a 'responsible adult' (i.e. parent or legal guardian).

13. Responsible Service Of Alcohol

- i. The Marayong Hotel adheres to Responsible Service of Alcohol. Service of alcohol is at the discretion of the bar attendants, management and security.

14. Changes Made To The Venue

- i. By the Marayong Hotel are permitted without notice to the client.

15. Catering & Packages

- i. Subject to availability the Marayong Hotel reserves the right to change menus, packages and pricing without notice to the client.

16. Car Parking

- i. Onsite complimentary parking is available at The Marayong Hotel for event guests.

17. Room Hire

- i. Please be advised that all room hires and deposits are non refundable in the event of a cancellation.

18. Acceptance

- i. A signed copy of the Event Agreement is due within seventy two (72) hours from date of issue.
- ii. By signing below, you agree, understand and accept the details and terms & conditions contained within this agreement. If the signed Event Agreement and deposit payment are not received by the due date, then Event space will be released.
- iii. Unless otherwise stated in writing, all orders by the Marayong Hotel are subject to the mentioned terms and conditions and are binding once deposits are paid.
- iv. Furthermore the Marayong Hotel shall be under no obligation to perform the contract unless the Client has paid all deposits and balances and has signed or otherwise provided their written agreement to these terms and conditions.
- v. Any Amendment to the details in this Event Agreement must be confirmed by the Marayong Hotel in writing.

FOR THE MARAYONG HOTEL

Name: _____

Position: _____

Date: _____

Signature: _____

FOR THE CLIENT

Given Name: _____

Surname: _____

Date: _____

Signature: _____

CREDIT CARD AUTHORISATION FORM

Client Name: _____

Event Name: _____

Event Date: _____

I hereby authorise the Marayong Hotel to deduct any subsequent event charges or outstanding payments for my event.

CREDIT CARD DETAILS:

Type Of Credit Card: _____

Name Of Credit Card Holder: _____

Credit Card Number: _____

Expiry Date: _____

3 Digit Security No. (Last Three Digits On Reverse Side Of Card): _____

Signature Of Credit Card Holder: _____

Initial Amount To Be Deducted: _____

