



Function Information Package



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We delight in meeting your every requirement, through personalised professional service, attention to detail and friendly staff.

You will experience our welcoming hospitality whilst our service professionals will ensure your reception is the best possible.

Allow us to pamper you, while you sit back and enjoy the wonderful atmosphere of our private rooms. Enjoy being waited upon with full food and beverage service from our friendly and attentive staff. The Morwell Bowling Club is the ultimate in function dining.

Tentative bookings

Should you make a tentative booking with us it will stand for 7 days then you will need to confirm the booking by paying the booking fee

Terms and Conditions (Function Package)

Confirmation of Bookings

A tentative reservation will be held for a period of fourteen (14) days. Once this time has lapsed the venue reserves the right to release the tentative reservation. A booking is considered confirmed upon receipt of this signed terms and conditions, completed booking form and deposit payment.

A bond of \$200 is required (if applicable). This amount will be refunded to you post event, provided that no damage has been done to the function room or any other part of the venue.

* We accept EFTPOS, cash & all major credit cards.

Final Details & Payment

The venue requires all food and beverage selections in to be provided fourteen (14) days prior to the event, along with tentative guest numbers, food service times and other specifics relating to your event. Final guest numbers are then required seven (7) days prior to your event, and this number will form the basis of your final charging. There are no refunds given should your guest numbers decrease after this time. Drinks tabs are payable at the conclusion of the event. All prices quoted are inclusive of GST. Whilst every effort is made to maintain prices, these are subject to change. In accordance with the venue's food safety program, no food is to be brought into the venue, or taken from the venue with the exception of an occasion cake. Clients and guests are also not permitted to bring any liquor into the venue. Liquor that is used for prizes or given as gifts will be held by the venue staff until the conclusion of your event.

Cancellation

Cancelling a function after a deposit has been paid can only be done by consulting directly with the Venue Management and only by the person who paid the initial deposit. In the event that your confirmed booking is cancelled, the following conditions will apply

30 -14 Days	Deposit will be forfeited
14 -7 Days	Deposit will be forfeited and 50% of function catering costs
7 Days or less	Deposit and 100% of function catering costs

Cancellation must be provided in writing

If the venue feels that any function / event will affect the smooth running of the business, security or reputation, management reserves the right to cancel at their discretion without notice or liability.

Minors, Additional Security

Minors are only permitted on the premises in the company of their parent, guardian or responsible adult. Minors are to remain in the room reserved and are to be supervised all times whilst within the venue.

Particular functions eg. 21st birthdays may require additional security. This will be decided at the discretion of the venue management team and will be charged to the client prior to the event proceeding.

Due to recent changes in Liquor Licencing Laws minors are NOT permitted to consume alcohol whilst on the premises AT ANY TIME.

Damage

Please be advised that organisers are financially responsible for any damage, theft, breakage or vandalism sustained to the function room or venue premises by guests, invitees or other persons attending the function. Should any extra cleaning be required to return the premise to a satisfactory standard, this will be charged to the client. The venue does not accept responsibility for damage or loss of merchandise left at the venue prior to, during, or after the function. It is recommended that all client goods be removed from the venue immediately after the function. In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance that does not enable the event to proceed, the venue and management team will not be held responsible.

Signage, Decorations & External Supplies

Any additional equipment / entertainment / decorations or props required, other than those supplied / recommended by the venue, must be confirmed with management a minimum of two weeks prior to the date of the function. No items are to be attached to any surface within the venue by means of pins, glue, nails, screws or sticky tape. The venue must approve any and all equipment and decorations, and reserves the right to disallow any material deemed offensive or dangerous. It is the responsibility of the host to ensure any additional equipment, decorations etc are removed from the venue at the completion of the function.

Function Conduct & Client Responsibility

It is required that the organiser will conduct the function in an orderly manner and comply with requests as directed by venue management. All normal venue policies, procedures and legal responsibilities apply to any and all persons attending functions at all times, including total compliance to all responsible service of alcohol guidelines and standards. Management reserves the right to remove and eject uncooperative and intoxicated guests from the venue at their discretion without recourse. It is the organiser's responsibility to read all the terms and conditions listed and ensure the compliance of all function guests.

All requirements of the Liquor Control Act will be enforced by the Morwell Bowling Club.

Morwell Bowling Club has a policy to serve Customers in a responsible, friendly and professional manner and in doing so enforce the strategies of Responsible Service of Alcohol by:

- At the discretion of Management at anytime the function maybe be served light beer only
- This Club will not serve more than one nip (30ml) of spirits per glass.
- This Club discourages excessive drinking "shots". Straight drinks of spirits/liquors will be served at the managers/ supervisors discretion.
- Iced water is provided on a complimentary basis on request

If you require any further information please do not hesitate to contact me. Thank you for the opportunity to quote.

Surcharge Public Holidays 15%

Surcharge Sunday's 10%



ROOM HIRE

An obligation free tentative booking can be held for a period of seven (7) days, payment of your booking fee will secure your date.

Room Only

	cost
Seminar or Board Room (20 U-shape – 40 Theatre style)	\$80
Main Function Room (120 seated 150 Theatre style)	\$180
Function Room 2 (80 seated 100 Theatre Style)	\$150

Party Booking

Non-member \$250.00

Member \$200.00

This cost is used when a finger food menu is chosen.

Included in your booking fee is the following:

- Room hire
- White linen table clothes
- Paper napkins
- All administrative costs
- Setting of room

Plus \$200.00 Bond (refundable) upon inspection- available 3 days after function

Some of these functions require security this is at an additional cost to the host

Dinner Bookings

Non-member \$280.00

Member \$230.00

Included in your booking fee is the following:

- Room hire
- White linen table clothes
- Coloured paper napkins
- All administrative costs
- Setting of room
- Table settings

Equipment for hire

	cost
Data Projector	\$75
Screen	\$20
White board	\$20
Stage & Skirting	\$110

*To be eligible for member's price you must be a full member of the Club for no less than 3 months.



MENU SELECTION

- Sit Down
- Buffet
- Finger Food
- Breakfast
- Kids

SIT DOWN MENU

	cost
2 course Main/Dessert	\$32
2 course Entrée/Main	\$32
3 course Entrée/Main/Dessert	\$40

Entrées

Choice of two, Served 50 /50

Chicken and sweet corn Soup

Plump diced chicken breast pan fried in butter with onion and sweet corn finished in chicken stock and cream

Roasted pumpkin and sweet potato Soup (V,GF, Vegan)

Roasted kent pumpkin and sweet potato reduced in a vegetable stock finished with thickened cream and chives

Minestrone Soup

A selection of fresh vegetables, garlic, tomato and smoked ham, slow cooked and finished with Arborio rice and pasta

Classic Bruschetta

Fresh and vibrant tomatoes mixed with Spanish onions and fresh basil served with crispy sour dough and drizzled with a rich balsamic glaze (Vegan upon request)

Antipasto platters

A selection of deli goods served on a share platter for the table

Samosas

Handmade pumpkin, almond & coriander samosas served on a salad greens and finished with minted yoghurt (V)

Arancini

Hand rolled pumpkin & gorgonzola arancini served on a spinach salad with a light onion relish (V)

Chicken Spring Rolls

Served with Asian slaw

Pork Belly

Plum glazed pork belly served on an Asian salad



Mains

Choice of two served 50 / 50

Lamb Backstrap (DF)

Succulent lamb backstrap served on a warm roasted vegetable & pearl cous cous salad finished with a rich red wine jus

Roasted beef (GF option)

Served with roasted potato, pumpkin and seasonal greens finished with mustard jus

Roasted loin of pork (GF option)

Served with roasted potato, pumpkin and seasonal greens finished with a caramelised onion and apple and gravy

Garlic & rosemary infused leg of lamb (GF)

Served with roasted potato, pumpkin and seasonal greens finished with minted gravy

Chicken Breast (GF)

A succulent chicken fillet served on a bed of mash with seasonal steamed greens, finished with a seeded mustard and honey sauce.

Salmon Fillet (GF)

Salmon fillet served on a bed of smashed garlic chats, seasonal steamed greens then finished with a lemon and dill hollandaise

Pork Cutlet

Asian marinated pork cutlet served on a bed of pilaf white rice and seasonal steamed greens

Desserts

Choice of two served 50/50

Sticky date pudding

Classic butter flour and date pudding served with butterscotch sauce and vanilla ice-cream

Lemon meringue pie

A rich short pastry shell filled with sweet lemon curd and topped with meringue and baked to golden served with Chantilly cream and candied lemons

Duo of Chocolate Mousse

Creamy chocolate mousse in white and dark chocolate, layered together in this sinful dessert

Caramel & Macadamia Cheesecake

Rich creamy caramel baked cheese, finished with macadamia's and Chantilly cream

Toffee Apple Crumble

Deliciously sweet dessert with stewed apples and a lovely buttery crumble consisting of flour, oats, butter and sugar finished with a toffee sauce, and ice-cream

Fresh Fruit Tart (GF)

Gluten free shortcrust pastry loaded with a lush assortment of seasonal berries and other fruit, there's nothing quite as lovely as a beautiful Fresh Fruit Tart, finished with Chantilly cream

Pavlova

Topped with fresh chantilly cream, passionfruit and seasonal fruits



BUFFET MENUS

	cost
2 course Main/Dessert	\$34
2 course Entrée/Main	\$36
3 course Entrée/Main/Dessert	\$38

Entrées

Choice of two, Served 50 /50

Chicken and sweet corn Soup

Plump diced chicken breast pan fried in butter with onion and sweet corn finished in chicken stock and cream

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Minestrone Soup

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Classic Bruschetta

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Antipasto platters

A selection of deli goods served on a share platter for the table

Samosas

Handmade pumpkin, almond & coriander samosas' served on a salad greens and finished with minted yoghurt (V)

Arancini

Hand rolled pumpkin & gorgonzola arancini served on a spinach salad with a light onion relish (V)

Chicken Spring Rolls

Served with Asian slaw

Pork Belly

Plum glazed pork belly served on an Asian salad



Buffet Cold Dishes

Fresh baked dinner rolls and butter portions on the table.

Select 4 Salads

- Coleslaw
- Creamy Pasta Salad
- Seeded mustard potato salad
- Diced beetroot with lime vinaigrette
- Fresh garden salad,
- Asian Slaw,
- Greek,
- Roasted Vegetable Cous Cous,

Choice of 3 cold meats

- Virginian Ham
- Hungarian Salami (Mild)
- Roast Chicken pieces
- Roast Beef
- Silverside

Buffet Hot Dishes

Roast Meats choice of 2

- Rosemary roasted boneless leg of lamb
- Roasted pork with apple sauce
- Mustard encrusted roast beef

Vegetables choice of 3

- Roasted herb and garlic potatoes
- Steamed baby chats with garlic butter
- Creamy scalloped potatoes with bacon, onion and cheese
- Medley of roasted vegetables
- Cauliflower with cheese sauce
- Roasted pumpkin



Wet Dishes

choice of 3

Ground beef and two cheese lasagne

Al'dente pasta sheets layered with ground beef and tomato sauce, tasty cheese and parmesan cheese topped with a cheesy white sauce then baked till golden

Lamb Korma

Tender diced lamb slow cooked with selected aromatic spices and served with steamed basmati rice

Beer battered fish fillets

Bite sized fish fillet pieces coated with seasoned flour and dipped in beer batter and deep fried to golden

Honey chicken

Chicken thigh deep fried in a soda water batter served on a bed of crispy fried noodles finished with a rich honey sauce

Fried rice

Wok fried long and short grain rice garnished with marinated pork, egg, peas, spring onion and chicken stock

3 Cheese & Bacon Pasta Bake

A blend of 3 cheeses tossed through a carbonara sauce finished with pasta noodles

Beef & Noodle Stir-Fry

Softened chicken thigh pieces or pork leg coated with soda batter and deep fried tossed with a pineapple, tomato, sugar and vinegar sauce

Butter Chicken

Tender diced chicken pieces cooked with selected aromatic spices and served with white pilaf rice

Desserts

Choice of two served 50/50

Lemon meringue pie

A rich short pastry shell filled with sweet lemon curd and topped with meringue and baked to golden served with Chantilly cream and candied lemons

Sticky Date

Warm sticky date pudding served with vanilla ice cream and butterscotch sauce.



Dessert Cont.

Toffee Apple Crumble

Deliciously sweet dessert with stewed apples and a lovely buttery crumble consisting of flour, oats, butter and sugar finished with a toffee sauce, and ice-cream

Chocolate Cheesecake

Ultimate Chocolate Cheesecake features a chocolate cookie crust, creamy chocolate cheesecake filling, chocolate ganache, and shaved chocolate!

Lime & Coconut Cheesecake

it's the taste of the Caribbean in a cheesecake! A bit like a pina colada, this lime and coconut cheesecake will transport you to more tropical places and you'll certainly be feeling festive after a slice

Fresh Fruit Tart (GF)

Gluten free shortcrust pastry loaded with a lush assortment of seasonal berries and other fruit, there's nothing quite as lovely as a beautiful Fresh Fruit Tart, finished with Chantilly cream

Ombre Tiramisu

Delicious marsala mousse surrounding espresso soaked house made savoiardi biscuits, wrapped in a trio ombre buttercreams in chocolate, coffee and vanilla and finished simply with cocoa

Duo of Chocolate Mousse

Creamy chocolate mousse in white and dark chocolate, layered together in this sinful dessert

Extras

Hors D'oeuvres

A selection of hot and/or cold savouries may be served prior to your dinner at a cost of \$5.50 per person (GST inclusive)

Cheese & Greens

Cheese platters may be served at an additional cost of \$5.50 per person (GST inclusive)

Fresh Seasonal Fruit platters

Fruit platters may be served at an additional cost of \$5.50 per person (GST inclusive)

Children's Menu

Children 0-5 Free

5 -12 Years - \$12.00 per child

- Roast with Chips & Salad
- Fish and Chips
- Chicken Nuggets & Chips

Followed by

- Frog in the Pond; or
- Ice Cream sundae



FINGER FOOD MENU'S

Finger Food – Option 1

Selection 6 Items

\$14.00 per person

Additional \$2 per person for vegan options

- Cocktail spring rolls
- Crispy vegetable Samaos
- Mini Dim Sims
- Assorted Sandwiches
- Party Pies/ Sausage Rolls
- Chicken strips
- Tempura Battered fish
- Fresh Fruit platters

Finger Food – Option 2

18.00 per head (15 person min)

Grazing table- a large table style platter with a selection of

- Fresh Fruit Platter
- Assorted Sandwiches
- Deli Meats
- Cheeses
- Dips
- Biscuits
- Nuts
- Dried Fruits

Hot Finger Food Platters

\$90.00 per platter - serves 10

Nibble Platters

\$70.00 per platter - serves 10

Chips, Nuts, dips, pretzels, kabana & cheese

Mixed Sandwiches

\$75.00 per platter - serves 10

Assortment of Fresh Fruits

\$70.00 per platter - Serves 10

Mini Sweets Platter

\$75.00 per platter - serves 5

Grazing Platter

\$120.00 per platter - serves 10

Tea / Coffee Station

\$40.00 per station



BUFFET BREAKFAST

Please Choose Your Buffet Combination:

- Continental Breakfast & Baker's Corner
\$18.50 per person
- Baker's Corner & Hot Breakfast
\$25.50 per person
- Continental Breakfast, Baker's Corner & Hot
Breakfast \$28.00 per person

Continental Breakfast

- **Selection of Mixed Cereals**
- Fresh Fruit Platters
- Variety of Yoghurt's

Fresh from the Bakery

Please select 3 items

- Mini Croissant's
- Mini Danishes (Variety)
- Lemon & Blueberry bread
- Zucchini & Chia Bread
- Date & Walnut bread (Vegan)
- Banana Bread (GF option upon request)
- Petite Raspberry & Apple Almandines (GF)
- Morning glory muesli slice

Hot Buffet

- Eggs – please select one
(Poached – Fried – Boiled – Scrambled)

Hot selection

Please select 5 items

- Crispy Bacon Rashes
- Baby Beef Chipolatas
- Herb grilled Tomatoes
- Homemade Baked Beans
- Hash Browns
- Sautéed mushrooms
- Buttermilk pancakes
- Bacon, egg and cheese tart
- Vanilla bean & mixed berry porridge
- French Toast
- Spinach, feta & egg frittata

All Buffets Include:

- Freshly Brewed Coffee and Tea
- Variety of Juices
- Iced Water
- Toast (Jam, Vegemite or Peanut butter)



BEVERAGES

Consumption charge Bar

A full or limited bar may be offered to guests and charged on a consumption basis, with the account to be settled upon conclusion of the function.

Consumption Cash Bar

Members of your party may purchase drinks for themselves throughout the function

Additional Costs

Centrepieces / Decorations are a personal choice, so we suggest that you source your own:

- Table Cloths - (hire fee only)
- Place -cards
- Linen Napkins

Morwell Bowling Club Function Booking Sheet

Contact details

Contact Name
Company Name
Billing Address
City/Suburb Postcode
Email
Phone..... Function Date
Type (21st B'day, anniversary, wedding etc.)
Time of arrivalam/pm Time of mealam/pm
Number attending Deposit/Bond paid.....

Menus

Buffet
Sit down meal
Cocktail Party (Finger food)

Special Requirements (tick)

Lectern Microphone
Stage Dance floor
Head Table no..... Coloured Serviettes
Other

Bar Requirements (tick)

None
 Pay as you buy
 Consumption charge bar. Limit \$.....
Conditions

To ensure a smooth and successful function, all details relating to schedule, menus, beverages, room set up and a tentative guest count are required at 2 weeks prior to your event.

I (The organiser) have read and understood the terms & conditions for booking the Morwell Bowling Club, and would like to confirm my booking for (date of function)

Signed: Dated:.....
(Name of organiser)

Signed: Dated:.....
(On behalf of The Morwell bowling Club)



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