



# FUNCTIONS PACK

## **Kent Street Living Room**

(1<sup>st</sup> floor private function space)

The Victorian styling features leather chesterfield couches, antique dining tables, flock wallpaper and three centrepiece crystal chandeliers.

**Capacity 250**

**No hire fee**

**Perfect for;**

**With facilities;**

Large birthdays  
Corporate presentations  
Cocktail parties  
DJ & music events  
Trivia  
Large private dining  
Melbourne Cup  
EOFY  
Christmas parties

Full bar  
DJ equipment  
Projector & screen  
wireless mics  
Lectern  
Private entrance

## **Emperor Lounge**

(Ground floor private function space)

In ancient Japan, the emperor would rarely leave the palace compound. After a long day of ceremonial honours he would retreat into the Emperor's Lounge for a spot of karaoke and private dining.

**Capacity 50**

**Party packages available**

**Perfect for;**

**With facilities;**

Birthdays  
Karaoke  
Cocktail parties  
Poker  
Private dining  
Christmas parties

Waitress service  
Karaoke equipment  
Projector & screen  
wireless mics  
Poker tables  
Entertainment packages  
Plasma TV  
Playstation 3

# FUNCTION FOOD & DRINKS PACKAGES

Price includes waitress service.

## STANDARD \$15 PER PERSON

Bruschetta w/ tomato, Spanish onion, basil & balsamic (V)  
Spinach & ricotta filo pastry triangles (V)  
Salt & pepper squid w/ aioli  
Chorizo sausage & feta quiche tartlets  
Mini beef burgers w/ cucumber and spicy mayonnaise

## SUBSTANTIAL \$22 PER PERSON

Bruschetta w/ tomato, Spanish onion, basil & balsamic (V)  
Roasted mushroom stuffed with ratatouille (GF)(VG)  
Beetroot arancini with rouille (GF)(V)  
Grilled prawn marinated w/ lemon, garlic and parsley (GF)  
Smoked salmon, dill & cream cheese roulade (GF)  
Chicken & chorizo sausage skewers  
Chocolate truffles (GF)(V)

## GOURMET \$35 PER PERSON

Cherry tomato & bocconcini skewers w/ basil pesto (GF)(V)  
Roasted mushroom stuffed w/ ratatouille (GF)(VG)  
Truffled potato croquette (V)  
Chicken & mushroom risotto in demitasse cups (GF)  
Smoked salmon, dill & cream cheese roulade (GF)  
Mini tacos filled w/ seared scallop tartare (GF)  
Crispy pork belly w/ spiced apple (GF)  
Beef sirloin w/ miso chive sauce (GF)  
Vanilla crème brulee (GF)

## EMPEROR

\$25 PER PERSON

Prawn tempura w/ ponzu sauce & mayonnaise  
Chicken 'yakitori' (teriyaki chicken and shallots) (GF)  
Tuna maki roll (GF)  
California maki roll (crabstick, avocado, cucumber) (GF)  
Cucumber, egg & pickled 'daikon' maki roll (V)(GF)  
Japanese seaweed salad w/ crispy whitebait

## BEVERAGE PACKAGE I

3 hours = \$28 per person  
4 hours = \$33 per person  
5 hours = \$38 per person

Tap beer: Becks & Tooheys New  
Bottled beer: Hahn premium light  
Wine: Thomas Mitchell range

## BEVERAGE PACKAGE II

3 hours = \$38 per person  
4 hours = \$43 per person  
5 hours = \$48 per person

Tap beer: Becks & Tooheys New  
Bottled beer: Hahn premium light, Super Dry,  
Wine: Selection of wines available  
Spirits: Eristoff Vodka, McKenna Whiskey,  
Inner Circle Rum & Bombay Sapphire Gin

# PRICES & INFORMATION

## KENT STREET LIVING ROOM

Hire fee	\$0
Min spend	\$0
Min numbers	50 guests Monday to Friday / 80 + on Saturdays
Min food order	\$0
Projector, screen, mic hire	\$0
Lectern hire	\$0
DJ equipment hire	\$0

## EMPEROR LOUNGE

Karaoke hire fee	\$100 per hour
Poker tables hire fee	\$45pp
Bachelor party packages	from \$100pp
Hens packages	from \$100pp
Min spend	\$0
Min numbers	N/A
Min food order	\$0
Projector, screen, mic hire	\$0
Lectern hire	\$0
DJ equipment hire	\$0

**TO MAKE A BOOKING;**

**CALL: 02 9299 4877**

**EMAIL: [EVENTS@CITYHOTEL.COM.AU](mailto:EVENTS@CITYHOTEL.COM.AU)**

**FAX: 02 9299 4684**

# FUNCTION AGREEMENT

Event date Times Area

Function type Number of guests

Company (if applicable)

Name Mobile number

Address

Email address

No booking is confirmed until receipt of any payments and the signed booking agreement.

Signature Name (block capitals)

Card details: visa / mastercard / amex

Name on card

Card number: \_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/\_\_/

Expiry date: \_\_/\_\_/\_\_ Verification code/ccv \_\_/\_\_/\_\_  
(last 3 digits on back)

Bond \$ \_\_\_\_\_  
Hire \$ \_\_\_\_\_  
Catering \$ \_\_\_\_\_  
Beverage \$ \_\_\_\_\_  
DJ \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_

Please debit my card for the total amount of \$ \_\_\_\_\_ for the above costs.

Cardholders signature:

Date:

# TERMS & CONDITIONS

1. Bookings can only be confirmed upon receipt of the bond or part payment of any food or beverage options along with the signed booking agreement and a signed copy of the terms & conditions.
2. Any outstanding food and beverage accounts are required to be paid at the conclusion of the function.
3. Corporate accounts may be established by prior arrangement.
4. If an event is cancelled by the organiser:
  - i. 1 - 28 days prior to the date booked the full bond will be retained
  - ii. 28 days or more, the bond will be refunded except for bookings between 15th November & 25th December
  - iii. Bond payments are non-refundable for bookings between 15th November & 25th December
5. If less than 50% of the expected number of guests attend to the event, the bond will be retained to cover staff wages and operating expenses
6. Themed events must be approved in writing (by function coordinator) prior to the function.
7. No outside food or beverage may be brought into the City Hotel
8. Dress regulations apply to all functions. Guests will be refused entry if they are not dressed in accordance with the hotel dress regulations\*. It is the responsibility of the function organiser to ensure that all guests are aware of the dress regulations. No negotiations will be carried out at the time of the event. \*The following attire is not allowed - sports shoes, running sneakers, thongs, sandals, tracksuits, shorts, singlets, t-shirts and ripped clothing. Fancy dress may be permitted with prior consent.
8. The City Hotel adheres to the responsible service of alcohol and reserves the right to refuse entry or service to intoxicated guests.
9. Prices and menus are subject to change.

Terms & conditions agreed by (print):

Signature: