

SEASONED



GUIDE

Welcome to the Seasoned Function Guide.

We thank you for your enquiry into our Functions Centre. Outlined below, hopefully, is the answer to all your pre party/function plans. Whether you are planning a wedding, birthday, anniversary, business function, or an event with guests, we hope we can make the process as simple as possible for your benefit and enjoyment. We hope you enjoy the planning process and stages of this adventure and if you have any questions please do not hesitate to email eat@seasonedrestaurants.com.au.

Dates

All dates are subject to availability. Please confirm with Seasoned that your date and time for your function are available. We can place a **tentative booking** in our reservation system to reserve the requested room for that date and time. If another event falls on the same date, the first party will be contacted to confirm the tentative booking, otherwise the second party will take favour.

Deposits and Payments

To confirm a function at Seasoned Restaurants, guests, in writing must confirm date of function and pay a deposit of 20% of the minimum spend or \$300 (whichever is higher). The full minimum spend must be paid two weeks prior to your event unless alternate options are approved by the Functions Manager. Payment can be made in cash, via credit card, or direct deposit. Cheques will not be accepted. A credit card is required upon confirming your function even if you pay the deposit with cash or direct deposit, unless alternatively organised with the functions manager.

Functions Brochure

Attached to our response to your enquiry will be a function brochure. It illustrates our three themed rooms and an idea of their capabilities to cater for your function.

Function Rooms/Room Hire Fee

We have three main function rooms. Winter, Autumn and Summer. Each room forms part of the restaurant for normal diners. Our function rooms require a minimum spend for complimentary room hire dependent on night and room. The minimum spends change during the months of November and December. If the minimum spends are not met at the conclusion of your function, a venue hire fee will be charged to make up the difference.

WINTER – The winter room can seat 20 guests comfortably, and can squeeze up to 25 guests MAX, and 30-40 people stand up/cocktail function. This room has full AV facilities, with a 50 Inch 3D TV, private bar and entrance. This room has a minimum spend of \$1500.00 on a Saturday night for exclusivity and complimentary room hire.

AUTUMN – The Autumn room can seat up to 30 people over two tables of 15 people. It can also cater for a group of 30-40 people stand up/cocktail function style and has access to the main bar. This room has a minimum spend of \$1500.00 on a Friday and Saturday night for exclusivity and complimentary room hire.

Summer – The Summer room is our largest function room and can seat a MAX of 40 guests and up to 40-50 people for stand up/cocktail function style. The room has access to AV facilities, however, must be ordered for your function. The room also looks into our open kitchen, with a mirrored ceiling pass, therefore allowing all guests a view of the plate up experience. This room has a minimum spend of \$2500.00 on all nights for exclusivity and complimentary room hire.

Christmas Minimum Spends 2016

During the months of November and December all function rooms have the same minimum spends as mentioned above, however are applicable Monday to Saturday. The restaurant will open for lunch bookings only. Minimum spends apply.

Decorations

Due to our function rooms being covered in wallpaper, we do not allow any wall hanging decorations. We also do not permit any decorations that create fine mess, such as party poppers, table scatters and confetti. Decorations such as menus, centrepieces, balloons, flowers, and name cards are all acceptable. If unsure please do not hesitate to ask.

Cakes/Dessert

We do permit guests bringing their own celebratory dessert/cake. We charge a flat rate of \$2.50 per guest for cakeage. Please note all food items being brought into the restaurant must be of a commercial nature and cannot be made in a domestic kitchen. This is by local food laws not by choice. If our staff believe an item is not of commercial nature, a receipt may be required for proof prior to the item entering our kitchen. This is for the health and safety of our staff as well as all guests and diners in our restaurant. Our dessert chef is also able to create a special cake for you, prices starting at \$35 a cake. Please ask about flavours and designs.

Menu

Attached to the email will be a selection of menus that suit your enquiry. The menus normally include our normal restaurant menu, function menu, dessert menu, and canapés menu. **The restaurant requires menu selection at least 72 hours prior to your function-taking place, and any dietary requirements for guests.**

Normal Restaurant Menu and Dessert Menu – Can be downloaded from our website. This is the menu that is created and changed up to four times a year to keep in line with each new season. The menu caters for Vegetarians, Vegans, and Gluten and Dairy free allergies.

Function Menu – is for groups bigger than 10 guests, and requires a pre order method. The prices per course are at the bottom of this document. This can be either done by having a:

- Set Menu - menu with only one selection per course
- Alternative Drop Menu – set menu style with 2-3 food choices per course.

Canapé Menu – The canapé menu has cold, hot and sweet options. Each choice of canapé option is charged at \$5 per guest. If you choose two options for your 10 guests that will be \$10 a head by 10 guests totalling \$100.00. We recommend for light canapés between 3-5 food choices, for substantial canapés 6-9 food choices.

Deliveries

Our restaurant is only open from 5:30pm till late Monday – Saturday. We however can accept deliveries from 1:00pm onwards through our kitchen entrance at the rear of the restaurant. Prior arrangements must be made with staff, in order for our chefs to take acceptance of your delivery.

Deposits/Payments

At times we sometimes request a deposit to secure your booking, we will ask if this is the case for your function. All functions must be paid at the end of your function-taking place. This can be done through EFT facilities or by prior payment arrangement. If you require invoicing terms please request prior to your event-taking place.

Questions/Silly Questions

After reading this, if you still have any further questions please do not hesitate to ask. There is no such thing as a silly question, only a question that will make you feel more comfortable hosting your function with us.

Responsible Service of Alcohol

In accordance with the Liquor Act, Seasoned Restaurants practices the responsible service of alcohol and will refuse and eject any patron deemed to be intoxicated or displaying unruly behaviour by the staff and/or security. No refunds will be given if a guest of the function is removed. All guests 18 years of age or older must hold a valid form of identification.

Thank you for choosing SEASONED