

BALMORAL

functions

WELCOME TO
THE
BALMORAL

901 ALBANY HWY, EAST VICTORIA PARK WA 6101

PH: (08) 9355 4533

THEBALMORAL.COM.AU

CONFERENCE ROOMS

ROOM ONE | \$135

This room is suited to smaller groups for meetings, conferences and training days. Room hire includes complimentary tea, coffee and mini biscuits, plus use of whiteboard, flip chart, projector and Wi-Fi.

CAPACITY

U-Shape 12PAX
Boardroom 16PAX
Theatre 20PAX
Classroom 12PAX

ROOM TWO | Weekday \$235 Weekend \$250

This room is suited to larger groups for meetings, conferences and training days. Room hire includes complimentary tea, coffee and mini biscuits, plus use of whiteboard, flip chart, projector and Wi-Fi.

CAPACITY

U-Shape 30PAX
Boardroom 34PAX
Theatre 50PAX
Classroom 30PAX

All rooms are fully air-conditioned and include use of balcony space.

CONFERENCE CATERING

All platters serve 10 PAX

Muffins \$50
Danish Pastries \$50
Assorted Cakes \$50
Assorted Half Baguettes \$70
Carafe of Soft Drink \$11
Carafe of Juice \$12



2.

Function Spaces

THE WEST WING

Full \$120 (60 guests) | Half \$60 (30 guests)

The West Wing is perfect for sundowners and parties. Your guests will have full access to our main bar and wristbands can be provided to accommodate any bar tab requirements.

SUNDOWNER PALMS

\$50 (20-30 guests)

Perfect for those well deserved after work drinks or a casual Sunday session. Reserved standing table located around one of our palm trees in our iconic backyard beer garden.

THE CABANA

\$120 (50-70 guests)

A raised decking area with full cover, heating/cooling features located in our backyard beer garden. Perfect for birthday parties and small functions.

For large private functions in our backyard beer garden please contact us so we can discuss further options with you.

3.

Upstairs Function Spaces

THE LOUNGE ROOM

\$125 (30-40 guests)

Retro lounging area with balcony over looking Westminster street. Perfect for small birthdays and gatherings.

THE COCKTAIL ROOM

\$125 (30-40 guests)

Intimate room with balcony over looking Albany highway. Perfect for small birthdays and gatherings.

THE SOCIAL ROOM

\$250 (100-120 guests)

Suitable for all types of functions. Large function room with balcony over looking Albany highway. Your guests will have full access to our upstairs bar and wristbands can be provided to accommodate any bar tab requirements. The room is fully air conditioned and includes iPod/laptop/phone connectivity for music so you can play DJ.

4.

Function Packages

BALMORAL BRONZE

\$150 (20-30 guests)

- Reserved table under the palm trees in the backyard beer garden
- Three platters; mini sausage rolls, chef's pizza, guacamole & corn chips
- \$50 bar tab

BALMORAL SILVER

\$400 (30-40 guests)

- Hire of 'The Lounge Room', 'The Cocktail Room' or half of 'The West Wing'
- Five platters; mini sausage rolls, chef's pizza, guacamole & corn chips, marinated chicken skewers, hummus dip & turkish bread
- \$100 bar tab

BALMORAL GOLD

\$750 (50-70 guests)

- Hire of 'The Cabana' or 'The West Wing'
- Seven platters; mini sausage rolls, falafel balls, hummus dip & Turkish bread, guacamole & corn chips, marinated chicken skewers, asian selection, antipasto board
- \$300 bar tab

BALMORAL PLATINUM

\$1000 (100-120 guests)

- Hire of 'The Social Room'
- Twelve platters; guacamole & corn chips, hummus dip & Turkish bread, falafel balls, antipasto board, two mini sausage rolls, two chef's pizza, two marinated chicken skewers, two asian selection
- \$300 bar tab

5.

Cocktail Catering

Each platter serves 10 people

noodles & nuts (v) \$30

guacamole & corn chips (gf) (vegan) \$30

falafel balls (v) \$40
minted cucumber yoghurt

hummus (vegan) \$40
toasted Turkish flatbread

mini sausage rolls \$50
tomato relish

chef's pizza slab (2)(v) \$50
meat/vegetarian or a mix of both

crudités & dips (gf) (v) \$50
assorted vegetables & two vegetarian dips

mini beef pies \$50
tomato ketchup

yum char squid tentacles \$60
green onion, fresh red chilli

prawn twisters \$60
tartare sauce

marinated chicken skewers (gf) \$60
sriracha drizzle

vegetarian pastries (v) \$60
picante salsa

asian selection (v) \$60
spring rolls & samosas, sweet chilli sauce

balmoral cheese platter (v) \$75
brie & cheddar cheeses, crackers, onion jam

antipasto board \$75
meat selection, feta cheese, marinated olives, dip, sun
dried tomato, pickled vegetables, crackers

6.

BOOKING FORM

Name: _____

Business Name (if applicable): _____

Contact Number: _____ Email: _____

Function Date: ____ / ____ / ____ Start Time: _____ End Time: _____

Do you require extra setup time?: ____ What time do you require access?: _____

Requested Space: _____ Text for signage: _____

Number of Guests: _____ Type of Function (please circle): Corporate || Cocktail

Setup (please circle): Cocktail || Classroom || Cabaret || U-Shape || Boardroom || Theatre

Bar Tab Limit: _____ Bar tab restrictions: _____

CATERING REQUIREMENTS

Please choose from the selection below

PLATTER	QTY	SERVING TIMES	PLATTER	QTY	SERVING TIMES
Noodles & Nuts			Vegetarian Pastries		
Mini Beef Pies			Balmoral Cheese Platter		
Guac & Corn Chips			Chef's Pizza (3)		
Yum Char Squid Tentacles			Antipasto		
Falafel Balls			Crudités & Dip		
Hummus			Function Packages		
Marinated Chicken Skewers			Balmoral Bronze		
Mini Sausage Roll			Balmoral Silver		
Prawn Twisters			Balmoral Gold		
Asian Selection			Balmoral Platinum		

CONFERENCE REQUIREMENTS

Please choose from the selection below

PLATTER	QTY	SERVING TIMES	EQUIPMENT	YES/NO
Muffins			Projector	
Danish Pastries			Audio	
Assorted Cakes			Whiteboard	
Assorted Half Baguettes			Flip Chart	
Carafe of Soft Drink			ANY OTHER REQUESTS:	
Carafe of Juice (flavour)				

TERMS & CONDITIONS

- A booking is considered confirmed upon receipt of signed 'Terms and Conditions' and 'Credit Card Authorisation' forms.
- Payment in full must be received at the end of your function. We accept debit cards, credit cards (including AMEX). We DO NOT accept payment online by electronic funds transfer or cheques.
- Final numbers, food and beverage orders must be finalised at least 7 days prior to the event.
- Minimum spend requirements on some packages apply and are based on the starting time and duration of your function. If you do not reach the number of guests booked to meet the minimum spend requirements, you will still incur the full cost quoted and confirmed with The Balmoral.

Cancellations:

- More than 10 working days prior to the date of the function; no charge will be incurred for cancellation.
- Less than 10 working days prior to date of the function; 50% total function cost will be incurred.
- Less than 5 working days prior to date of function; full cost of the function will be incurred.

General:

- No fixtures, glue, sticky tape are to be adhered to the walls, doors, windows or any space on the premises without prior approval from The Balmoral.
- We do not accept bookings for Hens or Bucks, or party buses.
- We will accept 21st bookings after consultation with the functions coordinator.
- We will only accept 21st bookings with the agreement that you will pay the cost of a security guard for the duration of your function, at a cost of \$35 p/hour.
- The Balmoral is a responsible service of alcohol venue. For this reason we reserve the right to: refuse service to intoxicated persons, refuse entry and service to underage persons and remove any persons creating a disturbance. Any guests deemed by staff member to be intoxicated, will be asked to leave the premises.
- By signing this form you are agreeing to the Terms and Conditions set by the Balmoral Hotel.

CREDIT CARD DETAILS

Name on Card: _____

Card Number: _____ - _____ - _____ - _____

Expiry: _____ / _____ CCV: _____

Signed: _____

Please note - All bookings are tentative until receipt of signed Terms & Conditions page and Card Details. Payment is to be made in full on the date of your function. Credit Card Details are only charged in the event of non-payment at the end of your function.

Signed: _____ Print Name: _____ Date: _____

Terms & Conditions

ALH Group is committed to protecting the privacy of individuals' personal information and is bound by the Australian Privacy principals set out in the Privacy Act (1998) (Commonwealth) ("the Act"). A copy of our privacy policy can be found at alhgroup.com.au/privacy