

Runcorn Tavern

CORPORATE FUNCTIONS PACKAGE

Located in Brisbane's Southern Suburbs and only 20 minutes from the city, Runcorn Tavern offers the perfect venue for corporate or private functions.

Whether a Cocktail Party in one of our stylish bar areas or a Formal Dinner in our elegant Function Room, your function will be simply memorable.

OUR VENUE

The Function Room - our newly renovated room offers the perfect solution for a private function. . Whether it be a business meeting or conference, we cater for any number 10 to 300.

The Sunken Lounge Area - our stylish cocktail area has been created for casual drinks or sophisticated cocktails. This area is perfect for small business parties or informal get-togethers with friends for up to 60 guests.

Dining Patio Area - adjacent to our Dining area and surrounded by lush lawns. This area is ideal for cocktail parties and casual BBQ's for up to 50 guests.

BUSINESS PACKAGE INFORMATION

Room Hire of \$220.00 applies for exclusive use of the Function Room
This fee includes the following services:

- Room setup
- PA System
- Microphone
- White Board
- Air Conditioning
- Ice Water
- Ample Parking for your Guests
- Function Coordinator to assist with your Planning

Runcorn Tavern

Morning or Afternoon Tea (A)

From 10 Guests
@ \$7.50 per person

- Fresh shortbread style cookies
or
- Chef's freshly baked muffins

Served with freshly brewed Coffee and Tea

Morning or Afternoon Tea (B)

From 10 Guests
@ \$10.00 per person

- Chocolate Truffle Torte
or
- Hummingbird Cake
or
- Rocky Road Cheesecake

Served with freshly brewed Coffee and Tea

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Light Business Lunches (A)

served in function room

From 10 Guests
@ \$14.00 per person

- Selection of Gourmet Sandwiches
- Fresh Fruit and Cheese Platter
- Fresh Juice

Light Business Lunches (B)

can be served in bistro or function room.

From 10 Guests
@ \$16.00 per person

Lunch Meal Choices

- 200g Rump with Chips
- Crumbed Snapper with Chips
- Steak Sandwich with Chips
- Oven baked Vegetarian Filo Parcel
- Roast of the Day with Vegetables

Deluxe All Day Business Package

From 10 Guests

124 Gowan Road, Runcorn, Qld, 4113
Phone: (07) 3345 9622 Fax: (07) 3344 2318

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@ \$30.00 per person

For Morning and Afternoon Tea

- Fresh shortbread style cookies
or
- Chef's freshly baked muffins

Served with freshly brewed Coffee and Tea

Lunch Meal Choices

- 200g Rump with Chips
- Crumbed Snapper with Chips
- Steak Sandwich with Chips
- Oven baked Vegetarian Filo Parcel
- Roast of the Day with Vegetables

Lunch served in function room includes a mixed green salad platter, fresh fruit platter, juice, coffee and tea.

Lunch served in our bistro includes our all you can eat salad and vegetable bar and unlimited juice.

Further Options

- Continuous Coffee and Tea \$7.00 per person
- Coffee or Tea \$2.50 per cup
- Fresh Juice \$10.00 per jug

Cocktail Menus

| | |
|---------------|---------|
| Small Platter | \$40.00 |
| Large Platter | \$80.00 |

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Chef will select from the following list of Hot Finger Foods to compile your party platter; dipping sauces will then be chosen to accompany the selection

- Satay Chicken Balls
- Cocktail Spring Rolls
- Cocktail Samosas
- Spiced Meat Balls with Tomato Sauce
- Thai Fish Cakes
- Gourmet Mini Pies
- Cocktail Sausage Rolls
- Chicken and Leek Quiche
- Tempura Whiting and Tartare Sauce
- Salt 'n' Pepper Calamari

Cold Platters

- Assorted Dips and Turkish Bread \$50.00 per platter
- Cheese Platter \$60.00 per platter
- Fresh Cut Fruit Platter \$40.00 per platter
- Finger Sandwich Platter \$40.00 per platter
- Cold Canapés Platter \$40.00 per platter

If that 'Something Special' you are looking for is not in our menu selection, please arrange to meet with the Head Chef and Functions Manager; we are more than happy to tailor a package to suit your function requirements!

Terms & Conditions

Tentative Bookings

Your initial bookings will be held for 14 days. Management reserves the right to cancel unsecured booking without notice if a confirmation has not been received within this time.

Confirmation & Deposit

Confirmation of bookings must be accompanied with a minimum deposit of \$220.00 within 14 days of the initial booking.

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Cancellation

The following conditions apply:

- Cancellation 6 weeks prior - full deposit will be refunded
- Cancellation 4 weeks prior - \$100 will be refunded
- All other deposit refunds will be at management's discretion

Final Numbers

The final number which will constitute the minimum number of guests you will be charged for is required 5 working days prior to your function. If numbers drop after this confirmation you will be charged for the initial confirmed number.

Payment

Full payment of your account is to be received 5 working days prior to your function if payment is by cheque, 3 working days prior for cash or eftpos Payments.

Confetti & Rice

Confetti and Rice are not allowed in the function rooms or grounds of the hotel, rose petals or bubbles often make a perfect substitute

Pricing

Whilst we endeavor to maintain all printed pricing, these may be subject to price increase at management's discretion. Prices quoted include G.S.T.

Damages

You assume all responsibility for damages caused by yourself, your guests and privately organized entertainment.

Alcohol and the Law

Alcohol may only be consumed by patrons over the age of 18. Proof of age may be requested at anytime by the hotel. Under no circumstances will alcohol be bought on to the premises. As the function area is part of the hotel, all responsible service of alcohol laws apply.

The management of the Runcorn Tavern reserves the right to refuse entry/service to any group or individual without notice.

Signature: _____

Date: _____