

BRAYBROOK

HOTEL

FUNCTIONS



353 Ballarat Rd Braybrook VIC 3019
(03) 9356 5500
braybrookhotel.com.au

OUR SPACE

BRAYBROOK

HOTEL

BLUESTONE ROOM

This elegant, fully renovated private room serves as the perfect venue for both extravagant and intimate events, including birthdays, engagements, christenings, graduations, corporate functions, meetings, and much more. The room boasts access to a fully equipped bar, a new dance floor, a projector, and a sound system.



ROOM HIRE: \$400

COCKTAIL: 40min - 110max

SIT DOWN: 40min - 100max

MINIMUM SPEND:

Mon-Thurs: \$2,000

Fri-Sun: \$3,000

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CANAPE MENU

BRAYBROOK

HOTEL

\$32 PP > 5 ITEMS - Choose 5 options from Hot and Cold Section

\$38 PP > 6 ITEMS - Choose 6 items including 2 from Gourmet
Selections

COLD CANAPES

Assorted Sandwiches (2pp)
Selection of Dips & Crudites (V) (GF) (2pp)
Vegetarian Frittata (V) (GF) (2pp)
Prosciutto & Bocconcini on Mini Toast (2pp)

HOT CANAPES

Mini Chicken Kiev Balls (2pp)
Party Pies & Sausage Rolls (2pp)
Homemade Meatballs (2pp)
Homemade Cheese Arancini Balls (V) (2pp)
Lemon Pepper Calamari Rings (3 pp)
Assorted Asian Delights:
Vegetarian Spring Rolls, Mini Dim Sims, Curried Samosa (4pp)

GOURMET CANAPES

Assorted Sushi (2pp)
Tandoori Chicken w/Mint & Cucumber Dipping Sauce (1pp)
Salt & Pepper Calamari (3pp)
Satay Chicken Skewers (GF) (1pp)
Prawn & Vegetable Twister Spring Rolls (2 pp)

PREMIUM PLATTER ADD ONS

Prawn Skewers: Grilled King Tiger Prawns in Lemon Butter (GF) + \$140 (20 per platter)
Mini Burgers: Homemade Beef Patties topped with Tasty Cheese in an Oven-Baked Mini Bun + \$140 (20 per platter)
Gourmet Pizza Selection: Vegetarian > Margherita > Ham & Pineapple > Capricciosa > Mexican + \$18 each
(Cut into 8 slices per pizza)

KIDS MEALS \$15 PER CHILD

Fish & Chips
Chicken Nuggets & Chips
Burger & Chips
Chicken Schnitzel & Chips

BUFFET MENU

BRAYBROOK

HOTEL



\$55 Adults
\$25 Child (5-12yrs)
\$15 Toddler (1-4yrs)



An Unforgettable Dining Experience

Delight your guests with a spectacular buffet featuring 38 hot and cold international dishes, carefully crafted to please every palate.

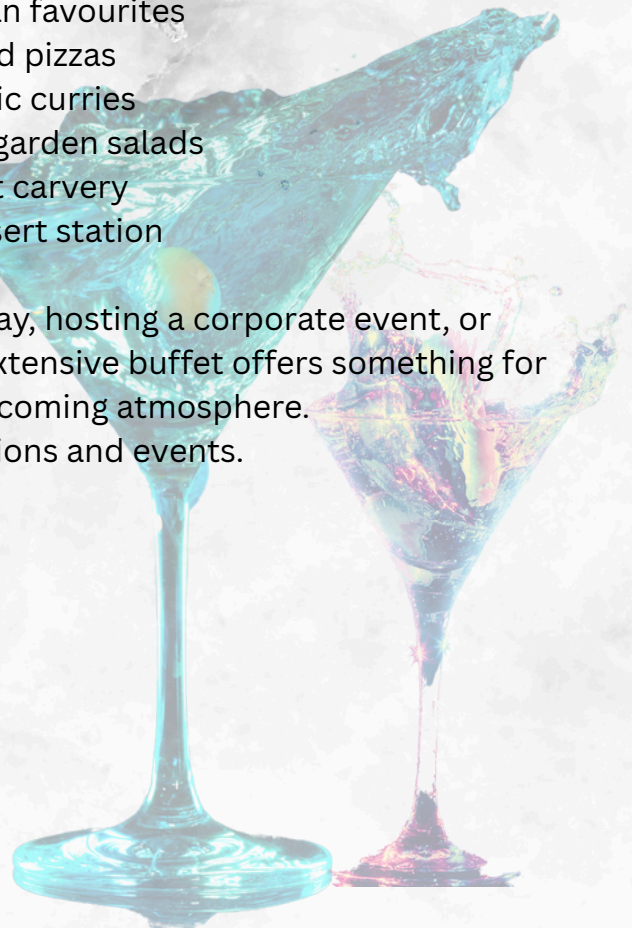
✦ Flavours from Around the World

Indulge in a wide array of options, including:

- Authentic Asian cuisine
- Traditional Italian favourites
- Handcrafted pizzas
- Rich, aromatic curries
- Fresh soups and garden salads
- Classic roast carvery
- Decadent dessert station

Whether you're celebrating a birthday, hosting a corporate event, or gathering with family and friends, our extensive buffet offers something for everyone in a warm, welcoming atmosphere.

Perfect for all functions and events.





BEVERAGES

BAR TAB ON CONSUMPTION

A bar tab can be set up for your event with a predetermined limit or budget that you are comfortable with. You can monitor your bar tab as your event unfolds, and it can be adjusted upwards if necessary. Rest assured, we will always keep you in control of the total amount throughout your gathering.

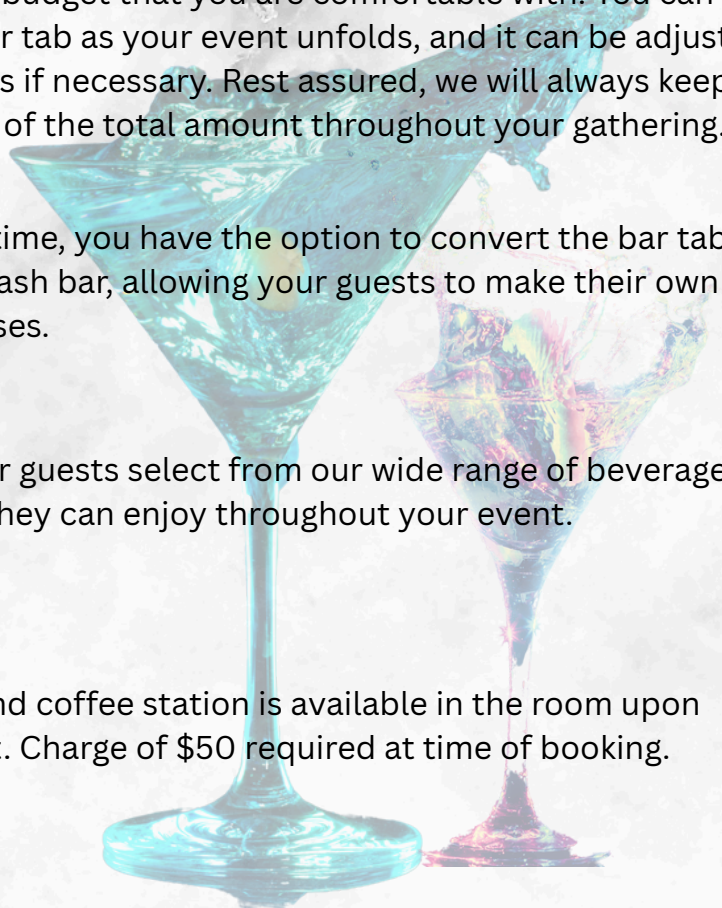
At any time, you have the option to convert the bar tab into a cash bar, allowing your guests to make their own purchases.

CASH BAR

Let your guests select from our wide range of beverages, which they can enjoy throughout your event.

TEA & COFFEE STATION

A tea and coffee station is available in the room upon request. Charge of \$50 required at time of booking.





THE FINER DETAILS

AUDIO VISUAL

Our room is equipped with a projector and a sound system, both of which are included in the room hire.

CELEBRATION CAKE

You are invited to bring a cake for your event. Please ensure that any external cakes are prepared in a commercial kitchen. A cakeage fee of \$50 will be charged for cutting and serving your cake.

DJ PACKAGES

DJ packages are available for \$550 per event, and include full setup, sound and lighting. Add an extra \$240 for Karaoke., because nothing says "unforgettable party" like your mates belting out 80s power ballads with zero shame and full volume!

STYLE & DECOR

We encourage you to enhance the space for your event with any additional styling, including floral arrangements, balloons, lighting props, decorations, and signage. If you have further requirements, we can connect you with our preferred collaborators who can assist you. Please note that any decorative elements must be approved before installation.

PARKING

Parking is conveniently available on-site for your use.

SECURITY

For significant events such as 18th and 21st birthday celebrations, additional security may be necessary. This will incur a charge of \$250 for the occasion.

TERMS & CONDITIONS

Thank you for considering The Braybrook Hotel for your upcoming function. These Terms & Conditions contain the whole contract between The Braybrook Hotel and the client. No variation to these Terms and Conditions shall be binding unless agreed to in writing and signed by both the client and the Braybrook Hotel. You must be aware of and adhere to the following at all times.

Bookings: To confirm a booking, a signed copy of their Terms and Conditions is required along with a Deposit Bond of \$200. This must be paid within seven days of a tentative booking being made. A booking is only deemed confirmed upon receipt of the deposit. Cash, credit card and direct deposit are accepted, and payment can be made in person or over the phone. Cheques are not accepted, and credit is not provided, The Braybrook Hotel reserves the right to cancel a tentative booking if the deposit bond is not paid within seven days.

Deposit Bond: This will be returned to the client within one week following the conclusion of the function provided that the room and property of the Braybrook Hotel remains in an unchanged condition deemed by the Braybrook Hotel.
Public Holidays: Functions held on a public holiday will incur a 20% surcharge on all items (excluding beverages)

Minimum Spend: Minimum spend is inclusive of food and beverage only. The bond and any additional costs are not included in the minimal spend.

Confirmation: The Braybrook Hotel requires all final details including food selection, guest numbers, seating arrangements, running times etc. at least fourteen days prior to your function date. No refund will be provided for reduction of guests after this time. Increases to guest numbers are acceptable if adequate notice is provided. Should final guest numbers change dramatically, the Braybrook Hotel reserves the right to reassess your function.

Final Payment: The balance of your function is required at the conclusion of your final meeting with the Functions Coordinator no later than seven days prior to your function. The contract signatory is liable to pay all monies due under this Agreement. Failure to comply with this requirement may result in the cancellation of the agreement and your function.

Security: All 18th & 21st birthdays require a security guard for the duration of the function. The Braybrook Hotel will determine if other bookings require security based on the type of function and number of attendees. Security guards are at a cost of \$250 per guard to the client. The Braybrook Hotel reserves the right to request extra guards at their discretion.

Function Duration: All functions have a maximum duration of four hours. The duration of your function will be confirmed by the Function Coordinator. All evening functions must conclude by 12am and all guests must leave the premises no later than 12.30am. Additional hours may be considered at the discretion of the Braybrook Hotel and will incur an additional charge of \$150 per hour, however the function must conclude by 12am. Access prior to the scheduled start time is unavailable unless there has been prior arrangement made with the Function Coordinator.

Celebration Cake/Candy Buffet: Celebration cakes and candy buffets are the only food that may be provided by the client. Additional charges will apply to have the cake cut and served. The Functions Coordinator must be advised of all items being supplied at the time of confirmation. The Braybrook Hotel takes no responsibility for damage to cakes whilst stored on our premises.

Food & Beverage: The client and guests are not permitted to supply any food or beverage of any kind. The Braybrook Hotel reserves the right to remove and discard any items brought into the venue without prior consent.

Dietary Requirements: The Braybrook Hotel is able to accommodate dietary of cultural requirement with sufficient prior notice.

Take Home Food: Excluding the celebration cake and/or candy buffet, under no circumstances can any food from the function be taken from the Braybrook Hotel.

Delivery & Collection of Equipment: The Function Coordinator must be advised of all deliveries and collections made on behalf of the client. Payment for any delivery of goods must be arranged in advance. Assistance with moving equipment is not guaranteed and will only be possible if staff are available.

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DJs and Entertainers: DJs and other entertainers are permitted and must be advised at the time of confirmation. Noise level regulations and policies must be strictly adhered to and are not negotiable. Dry Ice, smoke and bubbles machines are not permitted.

Equipment Hire: Charges may apply for the use of equipment. This will be determined by the Functions Coordinator.

TERMS & CONDITIONS

Damages & Theft: The client will assume financial responsibility for any and all damages and/or theft caused during the function by any of the guests or any other persons attending the function, whether in the room/s or in any other part of the venue.

Waiver: The Braybrook Hotel will not be held responsible for any losses sustained if a function cannot proceed due to a robbery, fire, industrial dispute, water main breakage, power failure or any other reason beyond our control.

Decorations: Decorations may be provided to enhance your function room. The following items are strictly not permitted - Pins, sticky tape, glue, oil, party poppers, rice, flower petals, glitter, sprinkles, Blue Tak and 3M products are acceptable. The client will be responsible for costs associated with extra cleaning or damage if banned items are used. This will be deducted from the deposit bond. All decorations must be approved by the Braybrook Hotel. The safe application of decorations must be adhered to at all times. Chairs and tabletops are not permitted to be used. The client must take full responsibility for their safety. Any physical injuries or damages are of no consequence or liability to the Braybrook Hotel and claims against the Braybrook Hotel or any of its employees will not be permitted. The client is liable for any aesthetic damages caused on the premises.

Smoking & Vaping: In accordance with government regulations, smoking and vaping is banned from all areas within the hotel except for in designated outdoor smoking areas.

Car Parking: The Braybrook Hotel has ample parking available and accepts no responsibility for the loss or damage made to vehicles whilst at the venue.

Dress Code: 'Neat casual' dress code applies to all guests attending functions including no rubber thongs, no men's muscle t-shirts or singlets, no tracksuit pants and not caps. All patrons including children must wear shoes at all times.

Liquor Licensing: In accordance with Australian standards, the Braybrook Hotel practises the Responsible Serving of Alcohol. (RSA)

1. The Braybrook Hotel practises strict RSA and reserves the right to refuse the service of alcohol to any guest considered to be underage, intoxicated or behaving in an offensive manner.
2. Any guest under the age of 18 must be accompanied by a parent or legal guardian at all times.
3. It is against the law for guests under the age of 18 years to consume alcoholic beverages or to enter the gaming area. Under no circumstances should they do so regardless of parent/ legal guardian consent.
4. Under the Liquor Licensing Law, a person, parent or licensee must not supply alcohol to a minor. Attempting to buy liquor for a minor may incur a penalty that exceeds \$6,000.00.
5. If guests are drunk, violent or quarrelsome they must leave the premises upon request. Failure to do so may incur a penalty that exceeds \$13,000.00.
6. Failure to comply with any of the above will result in the immediate termination of the function without a refund. The Braybrook Hotel is a full licensed venue. No alcohol whatsoever can be brought on the premise.

Responsibility of the Client:

1. Children attending the function must be under the supervision of a parent or legal guardian at all times, ensuring that children are not placed at risk upon entering or leaving the venue.
2. The client assumes full responsibility and is liable for all damages caused by guests and all other people in attendance. The liability extends to all other areas of the Braybrook Hotel including Sportsbar, Gaming Room, TAB, Buffet, Children's Playroom and Car Park.
3. The Braybrook Hotel will take all necessary care to ensure safety of property, however, will not accept responsibility for any damages or loss of property to the hirer or guests on the premises before, during or after the function.
4. It is the client's responsibility to conduct the function with full compliance of the Braybrook Hotel's policies and venue management rules inclusive of all applicable laws. The Braybrook Hotel reserves the right to intervene if activities in the function room and throughout the venue are considered illegal, noisy, offensive or interrupt other services within the venue.

I have read and fully accept the Terms & Conditions stated above:

Full Name: _____

Date of Function & Occasion: _____

Signature: _____ **Date:** _____