

Seymour Club



Function Information

2023

For all enquiries please call

5799 1099

Or Email

enquiries@seymourclub.com.au

Hours of Operation

Sunday - Wednesday 10am-11pm

Thursday 10am -11pm

Friday – Saturday 10am-11pm

Hours of operation will change during Public Holidays

(Earlier access from 8.30am to rooms is available at a fee of \$100 per day. There is no early access on weekends.)

Room Hire fees

Upstairs Function Room \$220.00 per day

This room seats up to 200 Guests for conferences and 150 guests for dining. Continuous tea and coffee is free of charge.

Use of the data projector, screen, stage, white boards, markers, lectern and microphone is included in the room hire fee.

Disabled access is available upon request.

PR Room \$110.00 per day

(Available Monday only)

Seats up to 15 for conferences.

Continuous tea, coffee and biscuits are available for \$3.00 per person.

Use of whiteboard, TV is included in room hire.

Optional Extras

Bridal Valance - \$30.00

Tablecloths - \$10.00 each

Chair Covers - \$2.00 per chair

Security Guards - \$75.00 per hour per guard

Conference and meetings

Tea, coffee and biscuits - \$3.00 per person

Tea and coffee is free of charge in the upstairs function room.

**Morning/Afternoon tea - \$60.00 per platter
(approx. 40 pieces per platter)**

***Assorted cakes, biscuits and muffins**

***Scones with jam and cream**

***Fresh fruit platter**

(Gluten free options available upon request.)

**Lunch Options - \$60.00 per platter
(approx. 40 pieces per platter)**

***Assorted sandwiches**

***Mixed hot cocktail food**

(Gluten free and vegetarian options available on request.)

Terms & Conditions

- You may be charged an additional fee for cleaning cost if needed after your function.
 - Additional costs may apply for any damaged cause to Seymour club property.
 - All food allergies must be made know 1 week prior to function date.
- Number of platters must be finalised 1 week prior to function.
 - Sit down menu items must be finalised 2 weeks prior to function.
 - No sparklers or glitter is to be brought on premises.
 - Seymour club will not be held responsible for any injuries caused by actions of guests at function.
 - Bookings will not be considered confirmed until receipt of signed confirmation letter is received and will be classified as a tentative booking and held for one week.
- Payment for your entire function must be paid in full on the day. In the event of your function being cancelled by you with 7 days' notice no fee will be applied. However, if 7 days' notice is not given you will be invoiced for the entire amount of your function.
 - Helium balloons may only be put up on the day of the function and are to be taking down afterwards.
- No outside beverages or food will be allowed on premises.
- For all functions requiring the Bar to be operational, food must be served.

Guidelines for 18th and 21st Birthdays

The Seymour club supports family style birthday parties. For 18th and 21st birthdays food must be served. Options available are platters of cocktail food, a sit-down meal or buffet.

There must be a minimum of 2 security guards for this type of function. Both will be hired by the Seymour club with the cost of one guard added to your final bill. The Seymour club will pay for one security guard. If your guest list exceeds 100 people an additional security guard will be required at your cost and added to the final bill.

A guest list will need to be provided by you 1 week prior to your function date.

All guests will be required to have acceptable identification in accordance with liquor licencing requirements and meet with our dress standards. If any guest is under the age of 18, they must be accompanied by a parent or guardian at all times.

Management reserves the right to exclude or remove any person from the club in accordance with the liquor licencing commission.

The parents or adult organisers will be responsible for any damage caused to the function area or surroundings before, during and after the function.

A fee of \$100.00 will be charged to cover the cost of cleaning. A \$200.00 deposit is also required in the event of property damage. Once the function room has been inspected your \$200.00 deposit will be returned to you (generally within 1 week). These deposits must be paid at least one week prior to your function date.

All payments for bar tabs etc. must be paid at the conclusion of the function. No invoices will be issued for private functions.

Please sign below to acknowledge and accept these conditions.
(18th and 21st birthday only)

Print name:

Sign:

Date:

Cocktail food options

Platters are served with a combination of all available options. Please advise if you would like to make any alterations.

All Platters are \$60.00 each

***Chicken garlic balls**

***Mini spring rolls**

***Mini dim sims**

***Mini quiche**

***Spicy meatballs**

***Cocktail frankfurts**

***Calamari rings**

***Mini pizza**

***Onion rings**

***Spinach and ricotta triangles**

***Party pies**

***Party Sausage rolls**

***Assorted sandwiches**

Vegetarian and gluten free options available upon request