



WESTON CREEK LABOR CLUB

# CONFERENCE PACKAGES

Build your team at the HIDDEN GEM OF THE SOUTH. Weston Creek Labor Club specializes in small meetings, seminars, product launches and other functions. Offering a pleasant and affordable alternative to other meeting facilities, our Function Room provides you with the flexibility to have your meeting how you want and most importantly, at a low price.

Add some lawn bowls as well.

Should you require further information or would like to discuss your event with us at Weston Creek Labor Club, please don't hesitate to contact us.

Phone: 02 6288 5047

Email: [bowlsl@laborclub.com.au](mailto:bowlsl@laborclub.com.au)



# morning & afternoon tea options

all pricing is per person

- > all day tea/coffee and biscuits \$8.00
- > scones with fresh cream and jam \$7.50
- > danish pastries \$7.50
- > assorted muffins \$7.50
  
- > fresh fruit platters \$120.00 each

## BISTRO IS OPEN FROM 12PM TO 2PM

If you would like to order from the bistro, tables can be reserved for lunch

We have great burger specials starting from \$12.00.

## FRESH GOURMET SANDWICHES WITH SALAD FILLINGS

- > 1 cut sandwich / \$7.00 per person
- > 1 ½ cut sandwiches / \$9.00 per person
- > 2 cut sandwiches / \$12 per person

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# FINGER FOOD SELECTION

MINIMUM 20 PEOPLE

choice of 4 items \$12.50 per person

choice of 5 items \$13.50 per person

choice of 6 items \$14.50 per person

*An additional \$1.00 per person extra will apply with any seafood selection*

## meat

savoury meatball  
sausage roll  
mini meat pie

## chicken

chicken satay skewers  
chicken garlic ball  
chicken nuggets

## seafood

fish cocktail  
crumbed calamari  
prawn twister  
crab claws

## vegetarian

vegetarian samosa  
vegetarian spring roll  
potato wedges  
falafel ball  
spinach and cheese triangle

*All items are subject to supplier availability.  
Finger food platters will be supplied once.  
Additional platters may be requested at a cost.*





# FUNCTION ROOM HIRE & ADDITIONAL COSTS

Our function area is located in our restaurant. We are able to partition half the room off. Maximum 80 people.

## ROOM CAPACITY

restaurant/function style - 80 to 100 people  
theatre style (seminars meetings) - up to 120 people  
usage of entire bistro and function room - 120 + people

## ROOM HIRE COSTS

half day usage of the function room - monday to friday  
**\$150.00**

full day usage of the function room - monday to friday  
**\$300.00**

half day usage of the function room - weekends  
**\$300.00**

full day - usage of entire bistro and function room

## By Request Free of Charge

- Cordless microphone
- Data projector
- Lectern
- Whiteboard
- Complimentary jugs of water

## TERMS AND CONDITIONS FOR FUNCTIONS AND FACILITIES

### **Organiser (Person arranging the function/conference)**

The organiser is responsible for the conduct of his or her invited guests. The organiser must be a current financial member of the Canberra Labor Club Group Ltd and be responsible for the entry of all guests. Persons entering the Club must either be a financial member or be signed in by the function organiser on a group sign in sheet.

### **Confirmation of Bookings**

On confirmation of your booking, we will issue you with an invoice for catering and barefoot bowls. You will be required to meet the full invoice payment one week prior to your event. Any bar tab on the day can be sorted with Credit Card, Cheque or Cash. Please NOTE we do not accept AMEX. Thank You for your understanding.

If a room hire fee is applicable, a holding fee must be paid within two (2) weeks of confirmation of a booking and this is negotiated for each function/conference individually.

The Weston Creek Labor Club reserves the right to accept other bookings if the negotiated terms are not met.

### **Damage/Loss**

The Weston Creek Labor Club does not take responsibility for any damage, or loss of items before, during and after a function. Any damage caused to the Weston Creek Labor Club or its facilities by any member of the organised function may be payable by the function organiser

themselves as they are responsible and accountable for all guests. In this case, all deposits and/or other cash payments may be forfeited and the function will cease immediately dependent upon the scale of damages.

### **Catering Numbers**

Preliminary details should be provided at the time of booking. To be eligible for catering packages, there must be a minimum of 20 people attending the function and being catered for. The Club requires confirmation of numbers four (4) working days prior to the booked function. This will be regarded as the minimum number for catering and charged accordingly.

### **Cancellation**

In the event of a cancellation, fourteen days (14) notice from the functions date must be given to be eligible for a full refund of a deposit. Notice of seven (7) days allows a 50% refund to be made, and anytime after this date no refund of deposit will be paid.

### **Prices**

Prices for catering packages can be altered and negotiated between the Weston Creek Labor Club and individuals to meet client's needs and budgets. Prices will remain fixed for three (3) months after the booking agreement. The Weston Creek Labor Club reserves the right to alter prices after this time and will advise clients accordingly.

\*No food or beverage whatsoever is to be brought onto or to leave the premises of the Weston Creek Labor Club.

### **Time**

Access to the room will depend on availability, please discuss this with your function coordinator. All functions are to finish at Midnight, unless prior arrangements have been made with management.

### **Responsible Service of Alcohol**

The Weston Creek Labor Club is committed to the "Responsible Service of Alcohol" for all its members and guests. Management reserves the right to refuse service or evict any intoxicated or troublesome persons

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I have read, understood and agree with the terms and conditions under which this function has been booked.

I, \_\_\_\_\_, accept the terms and conditions in regards to booking my function at the Weston Creek Labor Club.

Please sign, date and return the terms and conditions to the Functions Coordinator with deposit payment within 14 days.

Date of function:        /        /

Sign: \_\_\_\_\_

Deposit amount: \$ \_\_\_\_\_

**Signees:**

Function Organiser: \_\_\_\_\_ Date:        /        /

Functions Coordinator: \_\_\_\_\_ Date:        /        /

**Payment**

Full settlement of your function is required within 7 days of receipt of invoice.  
Failure to pay within the 7 days may result in an application of a 5% interest charge.  
Payment may be paid via the following methods:

- Cash – At any of the Canberra Labor Club’s reception
- Cheque – Payable to Canberra Labor Club Ltd
- Electronic Transfer – Bank details are:
  - Payee: Canberra Labor Club
  - Bank: ANZ
  - BSB: 012-951
  - Account #: 837 897 585
- Credit Card Payment – Please note that credit card payments are only accepted in person, we do not accept American Express or Diners