



### ***Function Information 2017***

Thank you for expressing your interest in The Coach for your upcoming function.

In this package you will find all the information you need in regards to booking your function with us.

In addition our head chef and his team can design the perfect menu for any occasion ranging from canapé and platter options through to a full 3 course sit down menu.

Should you have any inquiries or to arrange a time to view the room, please do not hesitate to contact us.

**Please note: There is currently no wheelchair access to the function room, sorry for any inconvenience**

**Warmest Regards,**

**Mariah Scully**

*Function Manager*

**P (03) 9870 1661**

**Fax (03)9870 2610**

E: [functions@thecoachandhorses.com.au](mailto:functions@thecoachandhorses.com.au)

## Cocktail Package

**\$15.50 per person**

**choice of 6 items**

**\$20.50 per person**

**choice of 8 items**

**\$25.50 per person**

**choice of 10 items**

### **Cold Canapés**

### **Per Platter**

Assorted Sandwiches

\$70

Prawn & Avocado Bruschetta

\$90

Tomato & Feta Bruschetta

\$75

Trio of Dips w Turkish Bread (v)

\$60

### **Hot Canapés**

Parmesan & Herb Crusted Chicken Tenders

\$85

Tempura Battered Tiger Prawns

\$85

Mini Cheese Burgers

\$95

Mini Char Grilled Vegetable Burgers (v)

\$95

Black Angus Beef Pies

\$80

Lamb Kofta with Tzatziki

\$90

Satay Chicken Skewers

\$80

Lemon Pepper Calamari

\$90

Mini Quiches

\$70

Mini Spingrolls

\$70

Mini Samosas

\$70

Mini Dimsims

\$70

Homemade Sausage Rolls

\$75

Pumpkin & Feta Aranccini (v)

\$70

### **Desserts & Petit fours**

Cakes – Petit Four (combination)

\$90

Seasonal Fresh Fruit

\$90

Scones with cream & jam

\$80

**All set menus are available upon request. Please speak to our functions team and we can cater to your needs with food options and pricing.**

## **Beverage Package**

**We offer the flexibility of a tailored beverage package depending on your preferences and have all inclusive bar package on offer.**

### **Basic beverage package**

\*Deakin estate wine range

\*Tap beer Carlton Draught, Hahn Premium Light

\*Soft drink, fruit juice, tea & coffee

<b>3hrs</b>	<b>4hrs</b>	<b>5hrs</b>
<b>\$40</b>	<b>\$50</b>	<b>\$60</b>

### **Premium beverage package**

\*Mojo Wine Range

\*Crown lager, Stella Artois, Cascade Premium Light

\*Soft drink, fruit juice, tea & coffee

<b>3hr</b>	<b>4hrs</b>	<b>5hrs</b>
<b>\$50</b>	<b>\$60</b>	<b>\$70</b>

### **Indulgence beverage package**

\*Catalina Sauvignon Blanc, Hollick Red Range

\*Crown lager, Corona, Boags Premium Light

\*Soft drink, fruit juice, tea coffee

<b>3hrs</b>	<b>4hrs</b>	<b>5hrs</b>
<b>\$60</b>	<b>\$70</b>	<b>\$80</b>

## **Room Hire - Corporate and Business Packages**

Half Day	\$150	Full Day	\$200
----------	-------	----------	-------

Includes tea/coffee station upon request. Also the following facilities available for use. Microphone, Projector, White Board, Lectern, Sound system, stage.

**All 18<sup>th</sup> Birthday functions (if we agree to host) will incur a room hire charge of \$250 and if any guest under 18 is detected consuming alcohol the function will be shut down immediately without remuneration. Security is compulsory.**

# **Terms and Conditions**

## **Payment**

A deposit of \$300 is required to confirm your date along with our signed and completed booking agreement form.

Payments can be made by cash, eftpos or credit card when confirming final numbers and menu options or you can choose to pay the final balance on the night.

## **Final Numbers**

Final numbers must be confirmed 7 days prior to the day which the event is held. No refunds will be given for cancellation of numbers.

Increases are acceptable with adequate notification and additional charges will apply.

## **Cancellations**

All cancellations must be made directly to the function manager. All cancellations that are made 4 weeks prior to your booking will be refunded in full. Any cancellations after this are non-refundable.

## **Consumption**

No food or beverage of any kind will be permitted to be brought into the venue by the client or any other guest. The Coach does not permit BYO alcohol of any type. A cake is able to be brought into the venue.

On functions we deem necessary all medium to large bags will be required to be left at reception.

## **Damage to the venue**

The client is financially responsible for any damage that is sustained to the venue or any other property owned by or in the care and custody of the venue or theft which is caused by the client, guest or any other person attending the function. The Coach accepts no responsibility for the goods, gifts, equipment or personal items left on the premises. The Coach is entitled to debit the clients credit card for the cost of any repair as a result of damage to the venue.

## **Responsible service of alcohol**

All our staff members are trained in Responsible Service of Alcohol, and by law may refuse to serve alcohol to any person/persons that seem to be

intoxicated or behaving in an offensive manner. If guests are drunk, violent or quarrelsome they must leave the premises upon request. It is against the law for anyone under the age of 18 to consume alcohol or enter the gaming area. Under no circumstances should they do so regardless of parental/legal guardian consent. If this occurs your function will be shut down immediately with no remuneration.

### **Liability**

If The Coach has a reason to believe that the function will affect the premises or its clients, business, security and reputation, The Coach reserves the right to cancel the function without liability and terminate any contracts and agreements with the client. Management has the right to evict any person or persons who exhibit any behavioral characteristics of intoxication, are under the influence of drugs, found to be aggressive, unco-operative towards staff or general unsocial behavior. While we will accommodate you to the best of our abilities, we do not take any responsibility for adverse weather conditions or anything beyond our control. In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance which does not enable the event to proceed, The Coach or Management will not be held liable.

It is your responsibility to conduct the function with full compliance of the house policy and venue management rules with all applicable laws inclusive. We reserve the right to intervene if activities in the function room and throughout the venue are considered illegal, noisy, and offensive or interrupt other services within the venue.

### **Decorations**

No confetti, rice or metallic sprinkles are to be used in the venue or on surrounding footpaths – an additional \$150 cleaning fee will be incurred. Candles/tea lights are only permitted if they are contained in holders. No pyrotechnics, smoke machines, music speakers are to be brought into the venue without prior approval by Coach & Horses.

### **Security**

Security is a requirement for all functions deemed necessary and will be at the expense of the client. Depending on your numbers the cost will vary.

In signing this document I agree to all the terms listed in the function package and understand that I am responsible to pay for any damage caused by any persons attending my function.

I ----- (full name),

Of -----

-----  
(address) Accept the function details, terms and conditions made on

-----/-----/-----by The Coach, 33 Maroondah highway, Ringwood 3134.

-----Signature

-----Management/Supervisor

