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# *Meeting Packages*

The   
Wonthaggi  
Club

*The Wonthaggi Club offers diverse ranges of function facilities & extensive menu options.*

*From large seminars to smaller meetings, we can cater to your every need.*

*Our friendly staff are here to assist you in making your next meeting or event perfect for you.*

*Belinda Brewer*

Events Manager

w- 5672 1007



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## Meeting package

2 items are chosen for each course & served 50/50 to your guests

**\$15 per head** - One course -morning tea OR afternoon tea

**\$20 per head** - One course -morning tea & afternoon tea

**\$30 per head** - Two course -morning tea & lunch OR lunch & afternoon tea

**\$35 per head** -Three course -morning tea, lunch & afternoon tea

*\*We can also provide extra courses, such as shared cheese platters or petit fours, price upon request.*

**Morning Tea/Afternoon Tea: Please select 2 of the following**

- ❖ Assorted Muffins
- ❖ Fresh Scones with Jam & Cream
- ❖ Danish Pastries
- ❖ Assorted Sweet Biscuits
- ❖ Gourmet Sandwiches
- ❖ Fresh Fruit
- ❖ Orange Juice

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**Lunch: Please select 2 of the following for a 50/50 service**

- ❖ *Middle Eastern style calamari salad served with a sweet chilli mayo.*
- ❖ *Roasted leg of lamb served with roasted seasonal vegetables, rich pan gravy & mint jelly.*
- ❖ *Roasted leg of pork served with roasted seasonal vegetables, rich pan gravy & apple sauce.*
- ❖ *Roasted topside of beef served with roasted seasonal vegetables & rich pan gravy.*
- ❖ *Char grilled chicken breast; served with a creamy mushroom sauce & seasonal vegetables.*
- ❖ *Barramundi Fillets; served with a lemon butter sauce, chips & salad.*
- ❖ *250g Porterhouse steak cooked to medium-rare served with chips & salad and a peppercorn sauce.*
- ❖ *Vegetarian Risotto; Arborio rice served with Mediterranean vegetables & spinach.*

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## Room Hire Charges

### **Wonthaggi Club**

#### **Level 1 - \$250**

- ❖ *Private Balcony, Private Bar, Private Toilets, Lift access, Pool Table*

#### **Small Function Room - \$300**

- ❖ *Easy access to bar & toilet facilities, cake table, present table, cordless microphone*

#### **Deluxe Function Room - \$800**

- ❖ *Private Bar, Dance Floor, Easy access to toilet facilities, room set up, linen table cloth, Linen napkins or serviettes, cake table, present table, cordless microphone, chair covers, Table runners & chair sashes.*

### **Wonthaggi Golf Club**

#### **Small Function Room - \$200**

- ❖ *Private deck, Private bar, Easy access to toilet facilities.*

#### **Large Function Room - \$350**

- ❖ *Private outdoor area, Private bar, Dance floor, Private toilets, Pool table.*

### **Additional items**

*The Wonthaggi Club is more than happy to organise the following items for you at competitive rates:*

#### **Decoration items:**

- ❖ *-Linen table cloths & napkins Included in Deluxe Room hire*
- ❖ *-Table Runners (variety of colours available) \$20 fee*
- ❖ *-Chair Covers \$50 fee*
- ❖ *-Chair covers with bows \$60 fee*
- ❖ *-Individually printed table menu cards \$30 fee*
- ❖ *-Tea lights \$10 fee*
- ❖ *-Dance floor \$100 fee*

#### **Equipment:**

- ❖ *-Cordless microphone No charge*
- ❖ *-Whiteboard No charge*
- ❖ *-Television No charge*
- ❖ *-DVD or VCR player No charge*
- ❖ *-Lectern No charge*
- ❖ *-Projector screen No charge*
- ❖ *-Data projector \$50 fee*

*\*We do not provide computers for use with data projectors.*

*We take no responsibility if our equipment is not compatible with your equipment.*

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## Terms & Conditions

### **Booking & Deposits**

*In order to secure your requested date and the most suitable area to accommodate your needs, a booking deposit fee is required. The Wonthaggi Clubs' booking policy requires the deposit to be paid in full within 7 working days of quotation:*

*\*All Functions held at the Wonthaggi Club and Wonthaggi Golf Club require a deposit of \$100*

*Deposits are **non-refundable**; however they are **transferable** at time of account payment.*

### **Cancellations or Postponement**

*In the event of a cancellation or postponement, the booking deposit fee will be kept in full by The Wonthaggi Club. On an occasion where a booking deposit fee has not been paid & the function has been confirmed the following charges will apply: (extenuating circumstances discussable)*

*\*Within 30-7 days prior to the function date an amount equal to 25% of the function value will be payable*

*\*Less than 7 days prior to the function date an amount equal to 80% of the function value will be payable*

### **Payments**

*The Wonthaggi Club will accept payment for your function on the day of your event or by invoice. Accounts can be settled with MasterCard, Visa, American Express, Bankcard, Diners or Cash. Payment for all functions invoiced is required within 30 days of invoice date.*

### **Final Numbers**

*Confirmation of final numbers is required no less than 1 working days prior to the function date. At the conclusion of the function, the actual number of guests will be used to calculate the balance payable. In the event that actual guest numbers fall below the confirmed numbers, the confirmed figure will be used to calculate the balance payable.*

### **Price Variation**

*The Wonthaggi Club makes every effort to maintain prices, however, prices quoted for functions that are greater than 6 months in advance are subject to change at management's discretion to allow for variations in cost of goods, wages and equipment hire. In the event that this may occur notice will be given immediately. All functions held on a public holiday will incur a 15% surcharge.*

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### ***Function Times & Extra Duration***

*Standard lunch functions are required to start no earlier than 12pm and are required to finish by 3.30pm. Evening functions are to commence no earlier than 5.30pm unless prior arrangement has been made and must conclude by 12.30am. It is strongly recommended that you consult the catering department prior to sending out invitations regarding start and finish times.*

### ***Confetti & Rice Policy***

*The throwing of confetti and rice is strictly prohibited in the venue or in its immediate surroundings.*

### ***Liquor License***

*In accordance with Liquor license Regulations all functions are to conclude by 1am. The Wonthaggi Club is a strong advocate of Responsible Service of Alcohol and reserves the right to refuse supply of alcohol to intoxicated patrons. Under section 114 of the Liquor Licensing Act The Wonthaggi Club reserves the right to instruct patrons who are behaving in a quarrelsome manner to leave the premises at anytime.*

### ***BYO Policy***

*No food or beverages of any kind is permitted to be brought into the venue by the client, or a guest of the client for consumption by the client or any guest of the client without prior approval by The Wonthaggi Club. (Cakes excluded)*

### ***Cakes***

*In order to give you the best possible experience during your function we are happy for you to provide your own Birthday/Celebration cake. As the person supplying the cake you will assume responsibility for the “[safe handling](#)” of the cake, you will need to advise us if you would like it refrigerated, frozen, or left at room temperature upon arrival. Cake will need to be clearly labelled with the function name & date. We will be more than happy to bring the cake to the table upon request and in the process supplying you with a cake knife, plates & spoons for you to cut and plate the cake yourself or our Catering department is also happy to slice & serve your cake for you at no charge. However for the charge of \$1.50 per serve the Catering department is able to also garnish each serve of cake for you & in the process will cut & serve your cake for you. We recommend that in the event that you need a cake or slice for your occasion that you purchase it directly through the O’Connell’s Bakery, The Whistle Stop Bakery, or the local Wonthaggi Safeway.*

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