



Function Information Package



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We delight in meeting your every requirement, through personalised professional service, attention to detail and friendly staff.

You will experience our welcoming hospitality whilst our service professionals will ensure your reception is the best possible.

Allow us to pamper you, while you sit back and enjoy the wonderful atmosphere of our private rooms. Enjoy being waited upon with full food and beverage service from our friendly and attentive staff. The Morwell Bowling Club is the ultimate in function dining.

Tentative bookings

Should you make a tentative booking with us it will stand for 7 days then you will need to confirm the booking by paying the booking fee

Terms and Conditions (Function Package)

Confirmation of Bookings

A tentative reservation will be held for a period of fourteen (14) days. Once this time has lapsed the venue reserves the right to release the tentative reservation. A booking is considered confirmed upon receipt of this signed terms and conditions, completed booking form and deposit payment.

A bond of \$200 is required (if applicable). This amount will be refunded to you post event, provided that no damage has been done to the function room or any other part of the venue.

* We accept EFTPOS, cash & all major credit cards.

Final Details & Payment

The venue requires all food and beverage selections in to be provided fourteen (14) days prior to the event, along with tentative guest numbers, food service times and other specifics relating to your event. Final guest numbers are then required seven (7) days prior to your event, and this number will form the basis of your final charging. There are no refunds given should your guest numbers decrease after this time. Drinks tabs are payable at the conclusion of the event. All prices quoted are inclusive of GST. Whilst every effort is made to maintain prices, these are subject to change. In accordance with the venue's food safety program, no food is to be brought into the venue, or taken from the venue with the exception of an occasion cake. Clients and guests are also not permitted to bring any liquor into the venue. Liquor that is used for prizes or given as gifts will be held by the venue staff until the conclusion of your event.

Cancellation

Cancelling a function after a deposit has been paid can only be done by consulting directly with the Venue Management and only by the person who paid the initial deposit. In the event that your confirmed booking is cancelled, the following conditions will apply

30 -14 Days	Deposit will be forfeited
14 -7 Days	Deposit will be forfeited and 50% of function catering costs
7 Days or less	Deposit and 100% of function catering costs

Cancellation must be provided in writing

If the venue feels that any function / event will affect the smooth running of the business, security or reputation, management reserves the right to cancel at their discretion without notice or liability.

Minors, Additional Security

Minors are only permitted on the premises in the company of their parent, guardian or responsible adult. Minors are to remain in the room reserved and are to be supervised all times whilst within the venue.

Particular functions eg. 21st birthdays may require additional security. This will be decided at the discretion of the venue management team and will be charged to the client prior to the event proceeding.

Due to recent changes in Liquor Licencing Laws minors are NOT permitted to consume alcohol whilst on the premises AT ANY TIME.

Damage

Please be advised that organisers are financially responsible for any damage, theft, breakage or vandalism sustained to the function room or venue premises by guests, invitees or other persons attending the function. Should any extra cleaning be required to return the premise to a satisfactory standard, this will be charged to the client. The venue does not accept responsibility for damage or loss of merchandise left at the venue prior to, during, or after the function. It is recommended that all client goods be removed from the venue immediately after the function. In the event of fire, flood damage, industrial dispute or any other unforeseen circumstance that does not enable the event to proceed, the venue and management team will not be held responsible.

Signage, Decorations & External Supplies

Any additional equipment / entertainment / decorations or props required, other than those supplied / recommended by the venue, must be confirmed with management a minimum of two weeks prior to the date of the function. No items are to be attached to any surface within the venue by means of pins, glue, nails, screws or sticky tape. The venue must approve any and all equipment and decorations, and reserves the right to disallow any material deemed offensive or dangerous. It is the responsibility of the host to ensure any additional equipment, decorations etc are removed from the venue at the completion of the function.

Function Conduct & Client Responsibility

It is required that the organiser will conduct the function in an orderly manner and comply with requests as directed by venue management. All normal venue policies, procedures and legal responsibilities apply to any and all persons attending functions at all times, including total compliance to all responsible service of alcohol guidelines and standards. Management reserves the right to remove and eject uncooperative and intoxicated guests from the venue at their discretion without recourse. It is the organiser's responsibility to read all the terms and conditions listed and ensure the compliance of all function guests.

All requirements of the Liquor Control Act will be enforced by the Morwell Bowling Club.

Morwell Bowling Club has a policy to serve Customers in a responsible, friendly and professional manner and in doing so enforce the strategies of Responsible Service of Alcohol by:

- At the discretion of Management at anytime the function maybe be served light beer only
- This Club will not serve more than one nip (30ml) of spirits per glass.
- This Club discourages excessive drinking "shots". Straight drinks of spirits/liquors will be served at the managers/ supervisors discretion.
- Iced water is provided on a complimentary basis on request

If you require any further information please do not hesitate to contact me. Thank you for the opportunity to quote.

Surcharge Public Holidays 15%

Surcharge Sunday's 10%



ROOM HIRE

An obligation free tentative booking can be held for a period of seven (7) days, payment of your booking fee will secure your date.

Room Only

	cost
Seminar or Board Room (20 U-shape – 40 Theatre style)	\$80
Main Function Room (120 seated 150 Theatre style)	\$180
Function Room 2 (80 seated 100 Theatre Style)	\$150

Party Booking

Non-member \$250.00

Member \$200.00

This cost is used when a finger food menu is chosen. Included in your booking fee is the following:

- Room hire
- White linen table clothes
- Paper napkins
- All administrative costs
- Setting of room

Plus \$200.00 Bond (refundable) upon inspection- available 3 days after function

Some of these functions require security this is at an additional cost to the host

Dinner Bookings

Non-member \$280.00

Member \$230.00

Included in your booking fee is the following:

- Room hire
- White linen table clothes
- Coloured paper napkins
- All administrative costs
- Setting of room
- Table settings

Equipment for hire

	cost
Data Projector	\$75
Screen	\$20
White board	\$20
Stage & Skirting	\$110

*To be eligible for member's price you must be a full member of the Club for no less than 3 months.



MENU SELECTION

- Sit Down
- Buffet
- Finger Food
- Breakfast
- Kids

SIT DOWN MENU

	cost
2 course Main/Dessert	\$30
2 course Entrée/Main	\$30
3 course Entrée/Main/Dessert	\$36

Entrées

Choice of two, Served 50 /50

Chicken and sweet corn Soup

Plump diced chicken breast pan fried in butter with onion and sweet corn finished in chicken stock and cream

Roasted pumpkin and sweet potato Soup (V, GF)

Roasted kent pumpkin and sweet potato reduced in a vegetable stock finished with thickened cream and chives

Roasted tomato, bacon and basil Soup(GF)

Oven roasted roma tomatoes, fresh basil and pan fried middle bacon combined to make a hearty yet refreshing soup

Lamb shank Soup

Oven roasted lamb shanks simmered with fresh vegetables and pearl barley till tender and thick

Sautéed brown mushroom Soup(V)

Sliced brown mushrooms sautéed in butter with diced onion then simmered in a roasted meat stock, finished with cream

Minestrone Soup

A selection of fresh vegetables, garlic, tomato and smoked ham, slow cooked and finished with Arborio rice and pasta

Antipasto

A selection of cured, picked and preserved deli meats, vegetable and cheeses

Apple and prosciutto bruschetta

Crusty bread rubbed with olive oil and garlic lightly grilled and topped with prosciutto ham feta cheese and delicious apple slices and drizzled with a balsamic glaze



Vietnamese Spring Rolls

Pork mince mixed with mung bean noodles, mushroom, carrot, shallots, garlic, crab & fish sauce wrapped with spring roll paper and steamed served with a sweet chilli dipping sauce

Arancini (V)

Tender flavoured Arborio rice balls lightly coated with egg and bread crumbs then fried till golden, served on cucumber croutons with a sweet Spanish onion and chilli jam

Cherry tomato and goats cheese tart (V)

Flaky puff pastry cases filled with goat's cheese, ricotta cheese, fried zucchini shards & roasted cherry tomatoes finished with a balsamic glaze

Chicken and lychee salad with wontons

A refreshing salad with steamed shredded chicken, bean shoots, fresh mint, fresh coriander and lychees topped with fried wonton finished with a chilli lime dressing

Mains

Choice of two served 50 / 50

Sirloin with wild mushroom vinaigrette (GF)

Lean sirloin steak marinated with olive oil, garlic and thyme, cooked to medium served with a vinaigrette of wild mushrooms, red wine and beef stock

Smoked lamb and char-grilled vegetable stack

Tender lamb strap house smoked with mallee shrub chips, stacked with char grilled field mushrooms, eggplant and sweet potato finished with a rich blue cheese sauce

Chicken Marsala

Thinly sliced chicken breast pan fried with fried mushrooms, garlic, spring onions, and selected herbs finished in a thickened cream and marsala sauce

Garlic & rosemary infused leg of lamb (GF)

Served with roasted vegetables and coated in a minted gravy

Pork Schnitzel

Succulent pork fillet tenderized and lightly coated with egg and bread crumbs then grilled till golden topped with a stewed apple jus

Roasted beef (GF option)

Served with roasted vegetables and mustard gravy

Beer battered flathead filets

Skinned and boned flathead coated with seasoned flour and beer batter served with lemon wedges and aioli

Roasted loin of pork (GF option)

With caramelized apple and onion, served with roasted vegetables and gravy



Desserts

Choice of two served 50/50

Pavlova

Topped with fresh chantilly cream, passionfruit and seasonal fruits

Sticky date pudding

Classic butter flour and date pudding served with butterscotch sauce and vanilla ice-cream

New York Cheesecake

Classic baked cheesecake topped with fruit coulis and cream

Wine trifle

Sherry soaked sponge layered with vanilla custard, port jelly and fruit salad served with chantilly cream

Apple and apricot crumble

Stewed apple and apricots topped with rolled oats, flour, butter and coconut baked until golden, served with custard and whipped cream

Rum and Banana Crepe

Pan fried banana flambéed with dark rum then glazed with banana syrup served in a wafer thin French style pancake with whipped cream

Mixed berry pancakes

Buttermilk pancakes served with mixed berries, caramel syrup and vanilla ice cream



BUFFET MENUS

	cost
2 course Main/Dessert	\$30
2 course Entrée/Main	\$30
3 course Entrée/Main/Dessert	\$36

Entrées

Select two served 50/50

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Roasted tomato, bacon and basil (GF)

Oven roasted roma tomatoes, fresh basil and pan fried middle bacon combined to make a hearty yet refreshing soup

Lamb shank

Oven roasted lamb shanks simmered with fresh vegetables and pearl barley till tender and thick

Sautéed brown mushroom (V)

Sliced brown mushrooms sautéed in butter with diced onion then simmered in a roasted meat stock, finished with cream

Minestrone

A selection of fresh vegetables, garlic, tomato and smoked ham, slow cooked and finished with

Antipasto

A selection of cured, pickled and preserved deli meats, vegetable and cheeses

Apple and prosciutto bruschetta

Crusty bread rubbed with olive oil and garlic lightly grilled and topped with prosciutto ham feta cheese and delicious apple slices and drizzled with a balsamic glaze

Vietnamese Spring Rolls

Pork mince mixed with mung bean noodles, mushroom, carrot, shallots, garlic, crab & fish sauce wrapped with spring roll paper and steamed served with a sweet chilli dipping sauce



Arancini (V)

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Cherry tomato and goats cheese tart (V)

Flaky puff pastry cases filled with goats cheese, ricotta cheese, fried zucchini shards & roasted cherry tomato's finished with a balsamic glaze

Chicken and lychee salad with wontons

A refreshing salad with steamed shredded chicken, bean shoots, fresh mint, fresh coriander and lychees topped with fried wonton strips finished with a chilli lime dressing

Buffet Cold Dishes

Fresh baked dinner rolls and butter portions on the table.

Garden Salad plus add 3 other salads

- Coleslaw
- Creamy Pasta Salad
- Seeded mustard potato salad
- Diced beetroot with lime vinaigrette
- Fresh garden salad,
- Tomato and fetta salad,
- Bean & mushroom salad.

Choice of 3 cold meats

- Virginian Ham
- Hungarian Salami (Mild)
- Roast Chicken pieces
- Roast Beef
- Silverside

Buffet Hot Dishes

Roast Meats choice of 2

- Rosemary roasted boneless leg of lamb
- Roasted pork with apple sauce
- Mustard encrusted roast beef

Vegetables choice of 3

- Herb roasted potatoes
- Steamed baby chats
- Creamy scalloped potatoes with bacon, onion and cheese
- Medley of steamed vegetables
- Cauliflower with cheese sauce
- Roasted pumpkin



Wet Dishes

choice of 3

Sweet soy chicken stir-fry

Fresh sliced chicken breast wok fried with garden fresh vegetables and hokkien noodles finished with a sweet soy sauce and cashew nuts

Ground beef and two cheese lasagne

Al'dente pasta sheets layered with ground beef and tomato sauce, tasty cheese and parmesan cheese topped with a cheesy white sauce then baked till golden

Chicken carbonara

Chicken filled tortellini pasta tossed with a creamy bacon and egg sauce finished with shaved parmesan cheese

Coconut red lamb curry

Tender diced lamb slow cooked with selected aromatic spices and coconut cream served with steamed basmati rice

Beer battered fish fillets

Bite sized fish fillet pieces coated with seasoned flour and dipped in beer batter and deep fried to golden

Honey chicken

Softened chicken thigh deep fried in a soda water batter served on a bed of crispy fried noodles finished with a rich honey sauce

Fried rice

Wok fried long and short grain rice garnished with marinated pork, egg, peas, spring onion and chicken stock

Crumbed calamari rings

Hand cut squid rings lightly coated with egg and bread crumbs then deep fried served with lemon wedges

Sweet and sour battered pork or chicken

Softened chicken thigh pieces or pork leg coated with soda batter and deep fried tossed with a pineapple, tomato, sugar and vinegar sauce

Desserts

Choice of two served 50/50

Pavlova

Topped with fresh chantilly cream, passionfruit and seasonal fruits

Sticky date pudding

Classic butter flour and date pudding served with butterscotch sauce and vanilla ice-cream

New York Cheesecake

Classic baked cheesecake topped with fruit coulis and cream

**Wine trifle**

Sherry soaked sponge layered with vanilla custard, port jelly and fruit salad served with chantilly cream

Apple and apricot crumble

Stewed apple and apricots topped with rolled oats, flour, butter and coconut baked until golden, served with custard and whipped cream

Rum and Banana Crepe

Pan fried banana flambéed with dark rum then glazed with banana syrup served in a wafer thin French style pancake with whipped cream

Mixed berry pancakes

Buttermilk pancakes served with mixed berries, caramel syrup and vanilla ice cream

Children's Menu

Children 0-5 Free

5 -12 Years - \$12.00 per child

- Roast with Chips & Salad
- Fish and Chips
- Chicken Nuggets & Chips

Followed by

- Frog in the Pond; or
- Ice Cream sundae

Prices and menu items are subject to change without notification

Extras**Hors D'oeuvres**

A selection of hot and/or cold savouries may be served prior to your dinner at a cost of \$5.50 per person (GST inclusive)

Cheese & Greens

Cheese platters may be served at an additional cost of \$5.50 per person (GST inclusive)

Fresh Seasonal Fruit platters

Fruit platters may be served at an additional cost of \$5.50 per person (GST inclusive)



FINGER FOOD MENU'S

Hot Finger Food

selection 6 Items

\$15.00 per person

- Cocktail spring rolls
- Crispy vegetable Samaos
- Mini Dim Sims
- Assorted Sandwiches
- Party Pies/ Sausage Rolls/ Party pasties
- Battered fish pieces
- Chicken strips
- Tempura Battered fish
- Mini Pizza Breads
- Salt & Pepper Calamari

Hot Finger Food Platters

\$90.00 per platter serves 10 - 15

Nibble Platter

\$55.00 per platter - serves 10 - 15

Chips, Nuts, dips, pretzels, kabana & cheese

Mixed Sandwiches

\$50.00 platter - serves 10 - 15

Assortment of Fresh Fruits

\$55.00 per platter - Serves 10 - 15

Cheese platter

\$35.00 platter serves 5

\$60.00 platter serves 10

Selection of local cheeses with fruit and water crackers

Tea / Coffee Station

\$40.00 per station



BUFFET BREAKFAST

Please Choose Your Buffet Combination:

- Continental Breakfast & Baker's Corner
\$16.50 per person
- Baker's Corner & Hot Breakfast
\$23.00 per person
- Continental Breakfast, Baker's Corner
& Hot Breakfast \$26.00 per person

Continental Breakfast

- Selection of Mixed Cereals
- Fresh Fruit Platters
- Variety of Yoghurts

Fresh from the Bakery

Please select 3 items

- Croissant's with apricot glaze
- Variety of fruit filled Danish's
- Variety of Breakfast muffins
- Blueberry Bagels
- Waffles w/ maple syrup
- Banana Bread

Hot Buffet

- Eggs – please select one
(Poached – Fried – Boiled – Scrambled)

Hot selection

Please select 5 items

- Crispy Bacon Rashes
- Baby Beef Chipolatas
- Herb grilled Tomatoes
- Homemade Baked Beans
- Hash Browns
- Sautéed mushrooms
- Buttermilk pancakes
- Bacon, egg and fetta tart
- Banana and cinnamon porridge

All Buffets Include:

- Freshly Brewed Coffee and Tea
- Variety of Juices
- Iced Water
- Toast (Jam, Vegemite or Peanut butter)



BEVERAGES

Consumption charge Bar

A full or limited bar may be offered to guests and charged on a consumption basis, with the account to be settled upon conclusion of the function.

Consumption Cash Bar

Members of your party may purchase drinks for themselves throughout the function

Additional Costs

Centrepieces / Decorations are a personal choice, so we suggest that you source your own:

- Table Cloths – (hire fee only)
- Place –cards
- Linen Napkins

Morwell Bowling Club Function Booking Sheet

Contact details

Contact Name
Company Name
Billing Address
City/Suburb Postcode
Email
Phone..... Function Date
Type (21st B'day, anniversary, wedding etc.)
Time of arrivalam/pm Time of mealam/pm
Number attending Deposit/Bond paid.....

Menus

Buffet
Sit down meal
Cocktail Party (Finger food)

Special Requirements (tick)

Lectern ☐ Microphone ☐
Stage ☐ Dance floor ☐
Head Table ☐ no..... Coloured Serviettes ☐
Other ☐

Bar Requirements (tick)

☐ None
☐ Pay as you buy
☐ Consumption charge bar. Limit \$.....
Conditions

To ensure a smooth and successful function, all details relating to schedule, menus, beverages, room set up and a tentative guest count are required at 2 weeks prior to your event.

I (The organiser) have read and understood the terms & conditions for booking the Morwell Bowling Club, and would like to confirm my booking for (date of function)

Signed: Dated:.....
(Name of organiser)

Signed: Dated:.....
(On behalf of The Morwell bowling Club)



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