



Function Information Package



52 Hazelwood Road Morwell Victoria 3840

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functions@morwellbowls.com.au



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.

	Function Room 1	Function Room 2	Both Rooms
Weekday (Room Only)	\$200	\$200	\$300
Weekday (Finger-food / corporate)	\$250	\$250	\$400
Weekday (Dinner / Banquet)	\$350	\$350	\$600
Weekend (Room Only)	\$300	\$300	\$500
Weekend (Finger-food / corporate)	\$350	\$350	\$600
Weekend (Dinner / Banquet)	\$400	\$400	\$700

	Function Room 3	Meeting Room 1	Meeting Room 2	Both Meeting Rooms
Weekday (Room Only)	\$150	\$70	\$70	\$100
Weekday (Finger-food / corporate)	\$200	\$100	\$100	\$150
Weekday (Dinner / Banquet)	\$300	N/A	N/A	N/A
Weekend (Room Only)	\$200	\$100	\$100	\$150
Weekend (Finger-food / corporate)	\$250	\$150	\$150	\$200
Weekend (Dinner / Banquet)	\$350	N/A	N/A	N/A



Room Hire inclusions

- Room set to your specifications as per floor plan
- Lectern & hand-held microphone
- Display tables
- Water station
- Extension leads
- Power boards
- Registration table
- Mints
- Whiteboard (on request)
- Tea Coffee station
- Data projector / Screen (function 1 & 2)
- Digital displays (T.V's) in all rooms
- Internet connection
- Video conferencing – meeting room 1 & 2

Optional Extras can be arranged

- | | |
|-------------------------------------------|-------------------|
| • Flip chart | \$25.00 |
| • Dance Floor | \$150.00 |
| • Stage & skirting | \$50.00 |
| • Chair covers & sashes | \$5.50 each |
| • Cake cutting, served with cream | \$2.00 per person |
| • Security guards | \$250.00 |
| • Freshly brewed coffee and assorted teas | \$2.50 per person |

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

Members discount will apply to room hire *ask for pricing

Not for Profit Groups * please enquire about our discounted rate

Availability is restricted by trading hours; public holidays incur a 10% surcharge on all food ordered.

*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	\$42
2 course Entrée/Main	\$45
3 course Entrée/Main/Dessert	\$52

Entrées

Choice of two, Served 50 /50

Antipasto Plate

Kalamata olives, artichoke hearts, chargrilled egg plant, semi dried tomato, prosciutto wrapped asparagus, grissini bread, pesto dip and beetroot dip

Leek and Mushroom Chicken Tart

Sauteed chicken breast, Swiss brown mushrooms, leek, tarragon, and Dijon mustard mixed with sour cream encased in a pastry shell and baked

Vegetable shashlik

Cauliflower rosettes, baby squash, red capsicum, cherry tomato, and button mushroom, grilled on a bamboo skewer served on saffron rice topped with satay yoghurt sauce consisting of peanuts, selected spices sweet soy lime juice honey and yoghurt.

Smoked Atlantic Salmon and Prawns With Avocado Salsa

A refreshing salsa of avocado, red onion, chives, tomato and lemon juice layered with smoked Atlantic salmon topped with cooked prawns then drizzled with an olive oil, lemon juice and chive dressing.

Seared Scallops

Seared roe off scallops served on a puree of sweet corn, shallots, garlic, white wine ,salt and pepper, topped with crispy prosciutto and parsley.

Roasted Pumpkin and Goats Cheese Arancini

Al dente arborio rice combined with roasted pumpkin and goats cheese, double breaded and fried served on a bed of robust tomato relish

Rock Melon Bruschetta with Goats Cheese and Prosciutto

Toasted sour dough baguette, spread with citrus infused goats cheese, topped with prosciutto and shaved rock melon drizzled with honey

Bulgogi Lettuce Wrap

Thinly sliced eye fillet steak marinated with soy sauce, palm sugar, apple cider vinegar, garlic, salt and pepper, , seared and served in a butter lettuce cup, topped with a pear and onion puree garnished with diced red capsicum and shallots.



Mains

Choice of two served 50 / 50

Sirloin Steak

Tender grass fed porterhouse steak cooked to medium, served on a potato gratin with fried cauliflower and roasted beetroot finished with a tangy Dianne sauce

Beef Wellington

Pan sealed eye fillet steak topped with house made chicken liver pate, sauteed mushrooms, wrapped in tender puff pastry and baked till golden topped with a wild mushroom jus served with steamed asparagus and baby squash with scallop potato

Spiced Pork Belly.

Slow cooked pork belly seasoned with selected spices, served on a bed of braised purple cabbage topped with baked apple served with sauteed zucchini and smashed garlic roasted potato with a caramelised onion and apple jus.

Cajun Pork Cutlet

Pan sealed pork cutlet with a Cajun style meat rub, oven baked to cook through served on a bed of parsnip puree topped with sweet potato shards and a bacon infused sour cream

Marinated Lamb Back Strap

Succulent lamb back strap marinated with red wine, olive oil, lemon juice, garlic, rosemary, salt, and pepper, cooked to medium served on a raft of seasoned cous cous and ratatouille

Chicken Saltimbocca

Fresh chicken breast topped with shaved parmesan cheese and sage then rolled and wrapped with thinly sliced prosciutto and oven baked to cook through served on a bed of mashed sweet potato finished with a creamy garlic sauce with steamed greens

Marinated Chicken Breast

Plump fresh chicken breast pan fried to cook through served on a bed of garlic mashed potato with a creamy honey and seeded mustard sauce with steamed Dutch carrots, roasted beetroot and steamed asparagus

Barramundi Caprese

Grilled barramundi fillet topped with vine ripened tomato, fresh basil and bocconcini cheese finished with a balsamic and brown sugar reduction with a side of roasted carrot, potato, beetroot and parsnip

Atlantic Salmon

Pan fried Atlantic salmon served on a quenelle of garlic mashed potato with steamed broccolini topped with our house made hollandaise sauce

Prawn and Scallop Brochette

Plump roe on scallops and green prawns wrapped with middle bacon rashers then skewered with brown onion and capsicum then grilled to cook through served with steamed basmati rice topped with our house made hollandaise with a fennel and orange side salad



Desserts

Choice of two served 50/50

Crème Brûlée

Crème brûlée is a baked creamy egg and vanilla custard with a brittle sugar top simple but velvety smooth classic dessert.

Tiramisu

Luxuriously creamy layers of lady finger biscuits, mascarpone, coffee, and Frangelico served with rich Chantilly cream.

Flourless chocolate cake (GF, V)

A moist flourless cake with creamy rich bittersweet chocolate flavours

Sticky date pudding

A rich buttery pudding with brown sugar and tender dates served with a creamy butterscotch sauce and vanilla bean ice cream.

Lemon Curd Tart

A buttery short crust pastry case filled with a show stopping tangy sweet lemon curd served with Chantilly cream

Baked New York cheesecake

A buttery biscuit base topped with a rich dense cream cheese filling slowly baked to velvety smooth served with Chantilly cream

Apple crumble tart

Buttery short crust pastry cases filled with sweet apples topped with a crumbly oat and butter crust served with vanilla custard and cream

Children's Menu

Children 0-5 Free

5 -12 Years - \$15.00 per child

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

Followed by

- Frog in the Pond; or
- Ice Cream sundae



BUFFET MENUS

	cost
2 course Main/Dessert	\$42
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3 course Entrée/Main/Dessert	\$52

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Vegetable shashlik

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Seared Scallops

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Roasted Pumpkin and Goats Cheese Arancini

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Rock Melon Bruschetta with Goats Cheese and Prosciutto

Toasted sour dough baguette, spread with citrus infused goats cheese, topped with prosciutto and shaved rock melon drizzled with honey

Bulgogi Lettuce Wrap

Thinly sliced eye fillet steak marinated with soy sauce, palm sugar, apple cider vinegar, garlic, salt and pepper, , seared and served in a butter lettuce cup, topped with a pear and onion puree garnished with diced red capsicum and shallots.



Buffet Cold Dishes

Fresh baked dinner rolls and butter portions on the table.

Select 4 Salads

- Coleslaw
- Creamy Pasta Salad
- Seeded mustard potato salad
- Diced beetroot with lime vinaigrette
- Fresh garden salad,
- Asian Slaw,
- Roasted Vegetable Cous Cous,

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

- Roasted herb and garlic potatoes
- Creamy Mashed Potato
- Medley of steamed vegetables
- Cauliflower and Broccoli Au Gratin
- Roasted pumpkin
- Honey sesame carrots
- Fried Chips

Wet Dishes

choice of 3

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

Lamb Korma

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

Fried rice

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

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

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

Butter Chicken

Tender skin off chicken thigh slow cooked with tomato, garlic, ginger, onion, cream and authentic Indian spices including cardamon, chilli, turmeric and cumin, this is a mild dish.



Wet Dishes Cont.

choice of 3

Butter Chicken

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Combination Noodles

Chow mien noodles tossed with onion capsicum and carrot with a combination of fried beef chicken and prawns in a teriyaki sauce.

Salt & pepper squid

Tender pineapple cut squid marinated, then coated in salt & pepper seasoned cornflour

Sweet soy chicken stir-fry

Fresh sliced chicken breast wok fried with garden fresh vegetables and hokkien noodles finished with a mild sweet chilli sauce

Vegetable Lasagne

Al Dente pasta sheets layered with Napoli sauce selected vegetables mozzarella and parmesan cheese then baked.

Massaman Beef Curry

Trimmed lean beef cubes slow cooked with onion, peanut, garlic, red chilli, ginger and coconut milk with selected spices including cumin, coriander, cinnamon, nutmeg and cloves.

Desserts

Choice of two served 50/50

Crème Brulé

Crème brulee is a baked creamy egg and vanilla custard with a brittle sugar top simple but velvety smooth classic dessert.

Tiramisu

Luxuriously creamy layers of lady finger biscuits, mascarpone, coffee, and Frangelico served with rich Chantilly cream.

Flourless chocolate cake (GF, V)

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Sticky date pudding

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FINGER FOOD MENU'S

Finger Food – Option 1

Selection 6 Items

\$14.00 per person

Additional \$2 per person for vegan options

- Cocktail spring rolls
- Crispy vegetable Samaos
- Mini Dim Sims
- Assorted Sandwiches
- Party Pies/ Sausage Rolls
- Chicken strips
- Tempura Battered fish
- Fresh Fruit platters

Finger Food – Option 2

18.00 per head (15 person min)

Grazing table- a large table style platter with a selection of

- Fresh Fruit Platter
- Assorted Sandwiches
- Deli Meats
- Cheeses
- Dips
- Biscuits
- Nuts
- Dried Fruits

Hot Finger Food Platters

\$100 per platter - serves 10

Nibble Platters

\$80.00 per platter - serves 10

Chips, Nuts, dips, pretzels, kabana & cheese

Mixed Sandwiches

\$80.00 per platter - serves 10

Assortment of Fresh Fruits

\$80.00 per platter - Serves 10

Petite Sweets Platter

\$90.00 per platter - serves 10

Grazing Platter

\$140.00 per platter - serves 10

Tea / Coffee Station

\$40.00 per station



BUFFET BREAKFAST

Please Choose Your Buffet Combination:

- Continental Breakfast & Baker's Corner
\$20.00 per person
- Baker's Corner & Hot Breakfast
\$28.00 per person
- Continental Breakfast, Baker's Corner & Hot
Breakfast \$30 per person

Continental Breakfast

- **Selection of Mixed Cereals**
- Fresh Fruit Platters
- Variety of Yoghurt's

Fresh from the Bakery

Please select 3 items

- Mini Croissant's
- Mini Danishes (Variety)
- Lemon & Blueberry bread
- Zucchini & Chia Bread
- Date & Walnut bread (Vegan)
- Banana Bread (GF option upon request)
- Petite Raspberry & Apple Almandines (GF)
- Morning glory muesli slice

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 cheese tart
- Vanilla bean & mixed berry porridge
- French Toast
- Spinach, feta & egg frittata

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

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)

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

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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