

Functions & Events



CLUB RIVERS


helen's
@ CLUB RIVERS

21st Birthdays



Thank you for enquiring about holding your 21st Birthday here at **Club Rivers**. Please find attached a copy of our food menus, pricing structure for the rooms, security and other additional features as well as our terms and conditions.

Upon confirmation that your required date is available, and that you adhere to Club Rivers terms and conditions, please complete the attached 'Function Booking Form' and return it in person together with a security deposit of \$500.00

Any cheques should be made payable to Club Rivers. (Please note that this deposit amount is fully refundable seven (7) days after the function assuming there are no damages to Club premises or property).

Final numbers and a list of guests together with a full payment for catering will be due seven (7) days prior to the date of your function. Only guests written on the guest list will be permitted entry into the function.

I trust that this information has been of assistance to you and I look forward to assisting you with your special 21st Birthday event.

Yours faithfully,

Functions Manager

Club Rivers

9533 3144



BUFFET MENU 1

Starting at \$29.90 per person

\$20 per child under 12 years

Minimum 40 persons

MAINS *(Choice of three)*

- Roast Beef (with red wine gravy)
- Roast Pork (with gravy)
- Marinated Baked Chicken Pieces
- Chicken Skewers (with satay sauce or lemon olive oil & oregano)
- Lamb Skewers (with lemon olive oil & oregano)
- Bombay Curry Beef or Chicken
- Ham on the Bone (cold/hot with maple & bourbon glaze)
- Chicken Fungi (with creamy mushroom sauce)
- Greek or Vegetarian Lasagna
- Beef Stroganoff
- Meatballs (with a pepper or napolitana sauce)
- Mexican Chicken (casserole with capsicum & olives)
- Penne Boscaiola (topped with shaved parmesan)
- Chicken or Veal Parmigana (with ham or eggplant)
- Moussaka (layers of eggplant, potato, bolognaise sauce & béchamel)
- Beef Ravioli (with napolitana and basil sauce topped with shaved parmesan)
- Spinach and Cheese Tortellini (with white or red sauce)
- Mussels Bouillabaisse
- Grilled Perch (with lemon & parsley butter)
- Seafood Vol au vents (other fillings available)
- Spinach & Feta Pastry Bake

Includes steamed vegetables and roasted potatoes, fresh bread roll, tea & coffee

Extra Dish \$5.00 per person, Extra Salad \$2.50 per person



BUFFET MENU 1 (Cont)

SALADS (Choice of two)

- Garden
- Caesar
- Pasta
- Coleslaw (Mediterranean)
- Potato
- Couscous
- Fried Rice (Vegetarian)
- Seafood Pasta \$2.00 extra per person

DESSERTS (Choice of two)

- Apple Pie & Cream** - Homemade & baked with pastry
- Profiteroles** - Vanilla custard filled and dipped in chocolate
- Tiramisu** - Layers of mascarpone cream & sponge biscuits dipped in espresso coffee and Marsala liqueur topped with shaved chocolate
- Milfe'** - French vanilla custard with crumbled pastry dusted with icing sugar
- Chocolate Mousse** - Chocolate mousse served with fresh cream
- Carrot & Walnut Cake** - Homemade cake drizzled with sugar syrup and served fresh cream
- Jelly Custard** - Duo of fruit jellies with mixed fruits served with fresh cream (ideal for buffets)
- Greek Custard Slice (Galaktobouriko)** - Semolina baked custard with filo pastry drizzled with sugar syrup

All desserts are made fresh at Helen's



TABLE CENTREPIECES

Crackers & Dips

\$35.00 per table

Choice of two dips

Taramosalata, Tzatziki, Guacamole, Mexican Salsa, Babaganoush, French Onion, Hommus or Beetroot

Vegetable crudités and crackers

Mediterranean Platter

\$80.00 per table

Char-grilled vegetables, cheese, olives, chorizos, choice of two dips (from above) and crackers

Seafood Platter

\$70.00 per table

Cooked Prawns and Octopus Vinaigrette

Additional Seafood Options

Sydney Rock Oysters \$2.20 each

Octopus Vinaigrette \$4.00 per person

Cooked Prawns \$5.00 per person



SET MENU 1

3 Course Meal - \$38.00 per person

2 Course Meal (Entrée & Main) - \$34.00 per person

2 Course Meal (Main & Dessert) - \$28.00 per person

Minimum 30 persons

ENTREES *(Choice of two, alternate service)*

- Cream of Pumpkin & Ginger Soup** - Served with herbed croutons
- Spinach & Feta Pastry** - Served with rocket leaves and balsamic glaze
- Prawn & Avocado Plate (Cold)** - Served with lemon lime aioli and mesclum leaves
- Crumbed Calamari** - served with tartare sauce and lemon on a bed of mesclum leaves
- Lamb & Sun-dried Tomato Pilaf** - Served with rocket leaves
- Seafood Vol au vent** (Other varieties available)
- Pork Belly Spare Ribs** - Served on rocket with mango salsa or honey soy and sesame sauce
- Beef Ravioli** - Traditional napolitana & basil sauce topped with shaved parmesan
- Seafood Mixed Plate** - Oysters (2), smoked salmon, prawns served with cocktail sauce and lemon **\$4.00 extra per person**

DESSERTS *(Choice of two, alternate service)*

- Apple Pie & Cream** - Homemade & baked with pastry
- Profiteroles**—Vanilla custard filled and dipped in chocolate
- Tiramisu** - Layers of mascarpone cream & sponge biscuits dipped in espresso coffee and Marsala liqueur topped with shaved chocolate
- Milfe'** - French vanilla custard with crumbled pastry dusted with icing sugar
- Chocolate Mousse** - Chocolate mousse served with fresh cream
- Carrot & Walnut Cake** - Homemade cake drizzled with sugar syrup and served fresh cream
- Jelly Custard** - Duo of fruit jellies with mixed fruits served with fresh cream (ideal for buffets)
- Greek Custard Slice (Galaktobouriko)** - Semolina baked custard with filo pastry drizzled with sugar syrup



SET MENU 1 (Cont)

MAINS *(Choice of two, alternate service)*

- Chicken & Avocado** – Grilled chicken breast with avocado & seeded dijon mustard sauce
- Chicken or Veal Campagnola** - Grilled chicken or veal topped with English spinach, napolitana sauce and mozzarella cheese
- Chicken or Veal Sicily** – Pan fried fillets topped with a creamy tomato and peppercorn sauce
- Veal Medallions** - Served with a cognac cream sauce
- Snapper Fillet** - Grilled fillet topped with lemon olive oil & oregano dressing
- Baby Lamb** – 300gm Rump steak served with Mediterranean couscous topped with red wine and rosemary jus **\$2.00 extra per person**
- Pork Belly Ribs** - Char grilled and served with mango salsa or honey soy & sesame sauce
- Chicken Fungi** - Grilled chicken breast topped with a creamy mushroom sauce
- Chicken Satay** - Grilled chicken breast served with satay sauce
- Chicken or Veal Parmigiana** - Choice of grilled or crumbed topped with either ham or eggplant with napolitana sauce and melted cheese
- John Dory** - Grilled fillet topped with macadamia & parsley butter
- Roast Lamb/Beef** - Served with a red wine gravy
- Roast Pork** - Served with gravy and apple sauce
- Braised Lamb Shank (1)** - Served with potato mash & rosemary infused vegetables

All mains served with vegetables and potatoes



SET MENU 2

3 Course Meal - \$40.00 per person

Minimum 30 persons

SHARED CENTRE PIECES *(Served on each table)*

- Garden Salad** – Tomato, cucumber, Spanish onion, carrot tossed with mixed lettuce leaves
- Crumbed Calamari** – served with tartare sauce and lemon on a bed of mesclum leaves
- Octopus Vinaigrette** – Octopus served with olive oil, lemon and oregano vinaigrette
- Cooked Prawns** – Served with lemon and cocktail sauce
- Spinach & Feta Pastry** – Homemade feta and spinach pastry

DESSERTS *(Choice of two, alternate service)*

- Apple Pie & Cream** - Homemade & baked with pastry
- Profiteroles**—Vanilla custard filled and dipped in chocolate
- Tiramisu**— Layers of mascarpone cream & sponge biscuits dipped in espresso coffee and Marsala liqueur topped with shaved chocolate
- Milfe'** - French vanilla custard with crumbled pastry dusted with icing sugar
- Chocolate Mousse**—Chocolate mousse served with fresh cream
- Carrot & Walnut Cake**—Homemade cake drizzled with sugar syrup and served fresh cream
- Jelly Custard**— Duo of fruit jellies with mixed fruits served with fresh cream (ideal for buffets)
- Greek Custard Slice (Galaktobouriko)** - Semolina baked custard with filo pastry drizzled with sugar syrup



SET MENU 2 (Cont)

MAINS *(Choice of two, alternate service)*

- Chicken & Avocado** – Grilled chicken breast with avocado & seeded dijon mustard sauce
- Chicken/Veal Campagnola** - Grilled chicken or veal topped with English spinach, napolitana sauce and mozzarella cheese
- Chicken or Veal Sicily** – Pan fried fillets topped with a creamy tomato and peppercorn sauce
- Veal Medallions** - Served with a cognac cream sauce
- Snapper Fillet** - Grilled fillet topped with lemon olive oil & oregano dressing
- Baby Lamb** – 300gm Rump steak served with Mediterranean couscous topped with red wine and rosemary jus **\$2.00 extra per person**
- Pork Belly Ribs** - Char grilled and served with mango salsa or honey soy & sesame sauce
- Chicken Fungi** - Grilled chicken breast topped with a creamy mushroom sauce
- Chicken Satay** - Grilled chicken breast served with satay sauce
- Chicken or Veal Parmigiana** - Choice of grilled or crumbed topped with either ham or eggplant with napolitana sauce and melted cheese
- John Dory** - Grilled fillet topped with macadamia & parsley butter
- Roast Lamb/Beef** - Served with a red wine gravy
- Roast Pork** - Served with gravy and apple sauce
- Braised Lamb Shank (1)** - Served with potato mash & rosemary infused vegetables

All mains served with vegetables and potatoes



CHILDRENS SET MENU

2 Course Meal (Main & Dessert) - \$15.00 per child

Children under 12 years only

MAINS

- Chicken Schnitzel & Chips
- Spaghetti Bolognese
- Fried Calamari & Chips
- Fried Fish & Chips
- Veal Schnitzel & Chips

Gluten-Free options also available

DESSERT

- Vanilla Ice-Cream *with 100's & 1000's or Chocolate Sauce*



BEVERAGES LIST

BOTTLED BEER—from \$5.90

- Tooheys Extra Dry
- Corona
- James Squire 'The Chancer' Golden Ale
- Pure Blonde
- Hahn Premium Light
- James Squire Orchard Crush Apple Cider
- Tooheys 5 Seeds Cloudy Apple Cider

BEER ON— TAP—from \$5.00

(Lily/Oasis Function Rooms Only)

- Heineken
- Tooheys New
- XXXX Gold
- Hahn Super Dry

WINE BY GLASS —from \$4.90

- Tatachilla Semillon Sauvignon Blanc
- Tatachilla Shiraz Cabernet
- Tatachilla Sparkling
- Innocent Bystander Pink Moscato

RTD's—from \$8.60

- Barcardi Breezers (Orange & Lime)
- Vodka Cruisers (Raspberry & Zesty)
- Jim Beam & Cola
- Jack Daniels & Cola
- Canadian Club & Dry
- Wild Turkey & Cola

SPIRITS—from \$5.80

Vodka, Bourbon, Rum, Gin

SOFT DRINK —from \$3.50

Coke, Diet Coke, Sprite, Lift, Tonic Water, Soda, Ginger Beer, Diet Ginger Beer, Mineral Water

JUICE—from \$4.00

Orange Juice, Pineapple Juice, Apple Juice



OUR FACILITIES AND EQUIPMENT

(Prices on application)

Audio and Visual Equipment

- Lectern with gooseneck microphone
- Cordless Microphone
- Standing Microphone
- DVD Player
- Data Projector & Screen
- Data Video Projector
- Television/VCR

Miscellaneous

- Whiteboard (Pens & Eraser)
- Flip chart with paper, pens
- Internet Access
- Other business facilities
(On request)
- DJ Hire
- Jukebox Hire

SEATING CONFIGURATIONS

Theatre

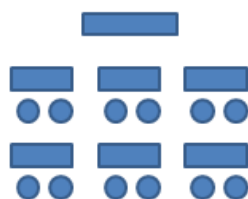


Banquet*



**Additional Fee*

Classroom



Boardroom



Fishbone



U-Shape





PRICING STRUCTURE FOR FUNCTION ROOMS & FEATURES

Room	Description	Price
Lily	Lily Function Room Hire 5 Hours; including AV Hire & 1 x Bar Staff * (up to 60pax)	\$100
Oasis	Oasis Function Room Hire 5 Hours; including AV Hire & 1 x Bar Staff* (up to 60pax)	\$100
Lily & Oasis	Lilly & Oasis Function Room Hire 5 Hours; including AV Hire & 1 x Bar Staff* (up to 120pax)	\$200
Sports Lounge	Sports Lounge Room Hire 5 Hours; including AV Hire & 1 x Bar Staff* (up to 350pax)	\$300
Security	Compulsory for 21st Birthdays	
	Up to 80 Guests—1 Guard	\$300
	80—120 Guests—2 Guards	\$550
	120—200 Guests—3 Guards	\$800
	200+ Guests* *No of Guards to be determined by Management	
Extra Costs	NOT included in the Function Room Hire	
DJ	DJ Hire; 5 Hours	\$400
Jukebox Hire	Juke Box Hire; 5 Hours	\$300
Bar Staff**	Monday – Friday; Based on 5 hours	\$125
	Saturday – Sunday; Based on 5 hours	\$150

**If the minimum Bar spends are not met, (\$350 Weekdays, \$500 Weekends) an additional fee for Bar staff will be charged as stated above.



TERMS AND CONDITIONS

The following Terms and Conditions of Business are to ensure customers contracting with Club Rivers for functions held on the premises are aware of the conditions of hire in order that their function runs smoothly and there are no misunderstandings.

CLUB MEMBERSHIP

To hold a function here at Club Rivers, you must be a financial member of the Club.

BOOKINGS AND BOND PAYMENTS

Confirmation by way of a \$500.00 security bond is required to secure the date and time of your function. Your bond payment acts as security against damages, breakages and excessive cleaning. It is not a deposit and may not be used as part payment for food or drinks. Refund of the said amount will be made by cash or cheque within seven (7) days after the date of the function. If a function is cancelled within fourteen (14) days of the date of the function, you will lose 50% of the bond paid, and if a function is cancelled within seven (7) days, you will lose 100% of the bond paid. If damage has occurred as a result from the function the bond will be kept to pay for the repair/s.

PAYMENT, FINAL NUMBERS AND CONFIRMATION OF PACKAGES

Menu packages must be **confirmed fourteen (14) days prior** to the function date. Final payment for food package is to be **paid seven (7) days prior** to the event. Payment can be made by cash, card or cheque (if paying by cheque, payment is required fourteen (14) days prior to the event). In the case of a dry till a bar account will be provided at the conclusion of the function and must be paid immediately by cash or card for the beverages consumed. Cheques will only be accepted as a prepayment for a bar account and is required fourteen (14) days prior to the event. The final number accepted will be the number provided seven (7) days before the function date and will confirm the minimum number to be charged. After this date increases will be accepted but no decreases in numbers. The confirmed number of guests **MUST** be catered for. A \$2 per person surcharge applies on public holidays.

ALCOHOL & DECORUM

Club Rivers practices and promotes the Responsible Service of Alcohol. Minors, intoxicated Persons, and those persons whose behaviour is considered by Management as disorderly will be refused beverage service and asked to leave the licensed premises. It is your responsibility, as the event organiser to ensure orderly conduct of your guests, especially when leaving the licensed premises at night. **Management reserves the right to terminate the function, without refund of any monies, should such behavior present a problem to guests, staff, club members or neighbours.** Club Rivers is the licensee of the premises and controls the supply and all revenue from the sale of alcoholic beverages. No alcohol is permitted to be brought onto the licensed premises. The Club's Responsible Service of Alcohol is available to you upon request. The Responsible Service of Alcohol Policy form will need to be signed off by the event organiser seven (7) days prior to the function (Please see attached). Club Rivers actively promotes the responsible service of alcohol and therefore prohibits the service of shots, doubles and beverages in any utensil that is not a standard drinking glass e.g. yard glasses, extra large cocktail glasses etc.



DAMAGE, BREAKAGE OR LOSS OF PROPERTY

You are responsible for the safekeeping of personal belongings, merchandise and gifts. Club Rivers will not be accept responsibility for the loss of or damage to any such property, before or after the function. You are responsible for any damage to the building, facilities and furnishings on the property; and for loss however arising, as a result of any action by your guests or contractors, (decorators, musicians, etc.). Please ensure such contractors are aware of this. Should the premises be left in an unacceptable state, a cleaning fee may be charged and/or your security deposit will be forfeited.

CANDLES & ROOM DECORATIONS

Flammable candles are NOT permitted on Club premises. You must seek approval by the function manager before sticking or fixing decorations to the club walls, windows or doors.

CAKES

While we allow you to bring your own cake to Club Rivers, we kindly ask that you bring your own plates to serve on or you can choose for Helen’s to provide plates at a cost of 50c per person. With a buffet menu, your own cake must be provided before the time of dessert service otherwise you will incur the cake fee of 50c per person.

BEVERAGE BAR TABS AND DRY TILLS

Bar prices will be charged at function prices. Club Rivers CRewards Membership Loyalty Program benefits are excluded from private function bookings.

TIMES & DEPARTURE FROM PREMISES

We ask that you advise your guests to consider the local residents and leave the club and Parking area as quietly as possible. The function/bar will cease at midnight.

LICENSING LAW

A final guest list of all those attending the function is required seven (7) days prior to the function. All guests must sign-in at reception before entering the function. This is a requirement of the licensing laws and must be strictly adhered too. Please note; guests may be required to sign-in at reception at the conclusion of your function in order to utilise other Club facilities.

SECURITY

It is a requirement of Club Rivers that security is present for the duration of the 21st birthday event. This service will be organised by the Club and the costs will be payable by the client directly to Club Rivers, along with the room hire and beverage costs, at the conclusion of the Function.(Security costs start from \$300, depending on total number of guests).

SPECIAL REQUIREMENTS

To ensure your special request can be made we ask that you inform the function manager of the request seven (7) days prior to holding the function. Where possible Club Rivers will endeavour to do their best to fulfill the request.



BOOKING FORM

CLIENT NAME: _____ MEMBERS NUMBER: _____

FUNCTION DATE: _____

PHONE NUMBER(S): _____

EMAIL ADDRESS: _____

ARRIVAL TIME (approx): _____ Service Time: _____

TYPE OF FUNCTION: **21st Birthday**

CONFIRMED NO. OF GUESTS: _____

MENU SELECTION: _____

SPECIAL REQUIREMENTS: _____

PLEASE NOTE:

Confirmation of your booking requires a \$500.00 security bond to secure the date and time of your function. Your bond payment acts as security against damages, breakages and excessive cleaning. It is not a deposit and may not be used as part payment for food or drinks. Refund of the said amount will be made by cash or cheque within seven (7) days after the date of the function (assuming there are no damages to Club property or premises).

ACCEPTANCE OF TERMS AND CONDITIONS:

I hereby confirm that I have read and understood the terms and conditions of booking a function at Club Rivers and have attached my security bond of \$500.00. I understand that if I cancel my booking within fourteen (14) days of the date of the function that I will lose 50% of the bond paid, and if I cancel my booking within seven (7) days I will lose 100% of the bond paid.

Credit Card Number: _____ Expiry Date: _____

Clients signature: _____ Date: _____

Functions Manager: _____





CLUB RIVERS 'RESPONSIBLE SERVICE OF ALCOHOL' HOUSE POLICY FORM

Club Rivers' Directors, Management and all employees are committed to the Responsible Service of Alcohol. Club Rivers Responsible Service of Alcohol (RSA) policy aims to prevent underage drinking, intoxication, violent or disruptive behaviour and drink driving. Club Rivers is an active member of the Hurstville and St George combined Liquor Accord which meets to promote and improve safety within the community and prevent alcohol related anti-social behaviour, offences and violence.

Club Rivers has adopted the following house policy as a framework for the Responsible Service of Alcohol. This includes, but not limited to;

- Club Rivers will refuse entry to anyone who is believed to be under the influence of alcohol or illicit drugs.
- Liquor service will be refused to underage people. Club employees require patrons suspected as minors to present Proof of Age and or other approved forms of identification before providing service.
- Any patron found on the premises that is considered to be approaching the point of intoxication will be refused service of alcohol and asked to leave the premises.
- Anyone showing indecent, violent or quarrelsome conduct will be asked to leave the premises.
- Club Rivers implements the policy of having extra security and or RSA marshals rostered on for 21st Birthday events to monitor alcohol consumption, intoxication levels and avoid any disturbance to the public and or our neighbours.
- Club Rivers ensures all employees hold a current RSA certification and are trained in the responsible service of alcohol. This is to ensure they understand their duty of care towards our patrons and their responsibilities to ensure we remain compliant under the liquor act.
- Alcohol will not be promoted in a way that encourages minors to seek to purchase, or consume alcohol on our premises. Any minor that approaches a bar or is found in a restricted area, will be removed and returned to a child friendly part of the club.



- The Club will not support any promotional practice that encourages the excessive consumption of alcohol, or, the rapid consumption of alcohol such as yard glasses.
- Club Rivers does not serve doubles or shots, all spirits must be served with a mixer.
- Member and or visitors can be banned or have their membership suspended for any ongoing Responsible Service of Alcohol occurrences, or major breaches of club policy.
- Club Rivers ensures that any products declared by the governing authorities as undesirable are not sold, or promoted on our clubs premises.

ACCEPTANCE OF TERMS AND CONDITIONS:

I hereby confirm that I have read and understood the terms and conditions of the Club Rivers 'Responsible Service of Alcohol' House Policy.

Clients signature: _____ Date: _____