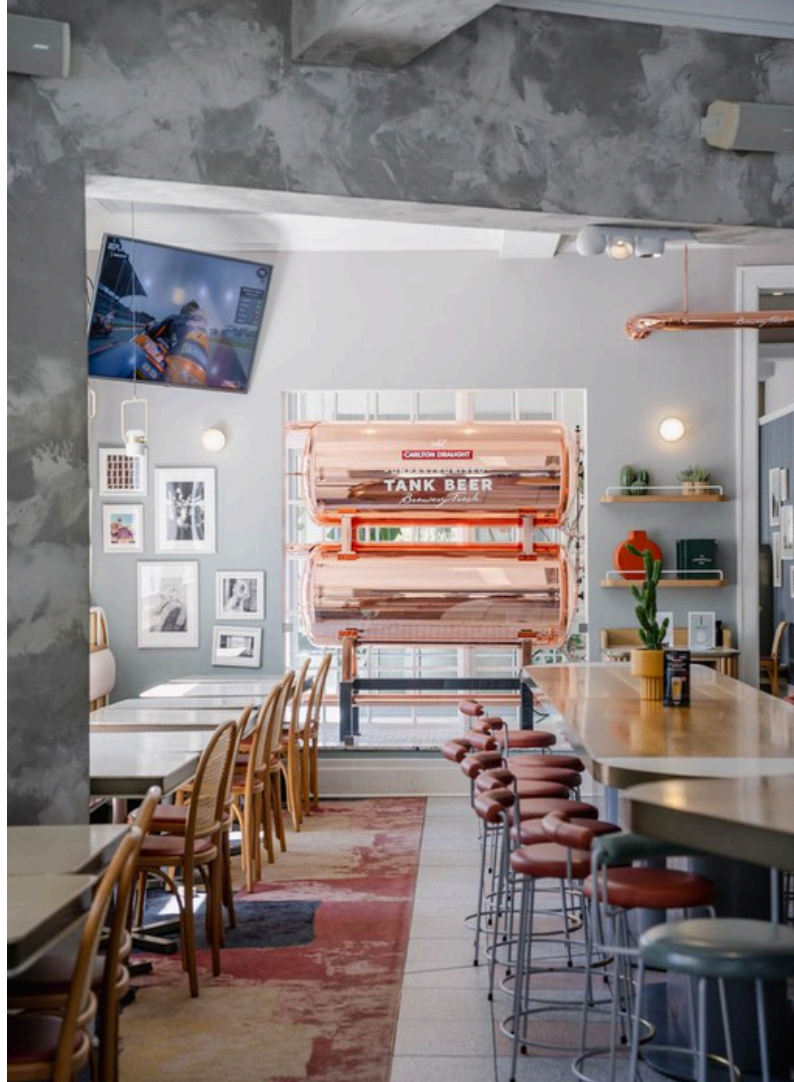


FUNCTIONS PACKAGE



The Longueville Hotel is a venue which prides itself on being able to manage your function from the start right through to the finish. Our range of versatile rooms and menus mean we are able to cater to all your needs; whether it be a cocktail style event, a sit down dinner, board meeting or conferencing. Our Events team will help you to create the perfect function at The Longueville Hotel.

TO ARRANGE A VIEWING OF OUR FUNCTION ROOMS AND AREAS OR TO MAKE AN ENQUIRY/BOOKING KINDLY CALL OUR TEAM ON (02) 9427 2021 OR EMAIL FUNCTIONS@LONGUEVILLEHOTEL.COM



BARS & SPACES

Warm and welcoming, you'll love the Longueville Hotel. Open till late, 7 days.

Your choice of 3 bars with an extensive and rotating craft beer offering. Non-alcoholic beers, wines & mocktails are also available.

Villa

11:30am-12am

Lounge Bar

Mon-Sat 11.30am – late (3am)

Sun 11.30am – midnight

Sports Bar

Mon-Sat 10am 3am

Sun 10am-midnight

STAFFING CHARGES

(only for exclusive events or when private staffing is requested)

In order to have adequate staffing for your event, a charge of \$40 per hour is allocated for events Monday through to Friday. A charge of \$45 per hour is allocated for events on a Saturday. It is for a minimum of 4 hours per staff member. This will be quoted for by your co-ordinator.

*May be higher on Sundays and Public Holiday Events

Please note that certain events may require security @ \$60 per hour.

Available parking:

- Council parking lot on Little street
- The Canopy – Rosenthal Ave
- Lane Cove Market square 24-28 Burns Bay Rd



THE VILLA

👤 CAPACITY
120 guests

*Minimum Spend of \$20K
on food & beverage for 5 hours
is required.

Section bookings are FREE.

This area can be sectioned off for
canape events, sit-down dinners,
corporate launches, beverages
or a BBQ Buffet.

The Villa is a lush, vibrant and fresh venue on Sydney's Lower North Shore. Complimented by beautiful ambiance and a friendly face - whether to indulge in a clean crisp beverage of your choice, dine on a refreshing take of modern and classic pub dishes - its alfresco "Palm Springs" inspired "Villa" space, has been designed to be your first venue of choice.



DINING ROOM

CAPACITY

Each partitioned space is perfect for 2 tables of 10 guests.

The private dining space opposite the lounge bar is perfect for 15- 18 guests on a large rectangular table.

These spaces are perfect for set menus, grazing, and casual get-togethers.

No min spends or room hire.

There are a number of dining room options at the Longueville Hotel accommodating large and small groups. Our main dining room features a beautiful open fire and consists of contemporary bench style seating.

Other options include our large group table, lounge bar seating, and of course the ever popular Garden Terrace. Our bistro is very popular and does get busy during peak lunch and dinner times.

Bookings recommended.



LOUNGE BAR

👤 CAPACITY
120 guests

*Minimum Spend of \$15K on food & beverage for 5 hours is required for the entire space.

Section bookings are FREE.

Settle in to the warm friendly atmosphere of our beautifully designed lounge bar. With plenty of seating on both high and low tables, you'll always find a comfortable place to catch up with friends and enjoy a cold beer or a glass of wine from our extensive collection.

With plenty of options to watch live sport and an award winning Bistro serving the best Burgers this side of the Bridge, you're welcome to drop in any time, we're open till late 7 days a week. Our lounge bar hosts trivia on Tuesday nights.

CANAPÉ PACKAGES

Minimum of 20 guests on all canapé packages

All packages come with bread and dip stands on arrival

Upon request, we will advise of our seasonal set menus

EVENT PACKAGE ONE | \$28pp

Choose 4 Bronze Canapés

EVENT PACKAGE TWO | \$36pp

Choose 4 Bronze and 2 Silver Canapés

EVENT PACKAGE THREE | \$44pp

Choose 2 Bronze, 2 Silver and 2 Gold Canapés

EVENT PACKAGE FOUR | \$52pp

Choose 2 Bronze, 2 Silver, 2 Gold Canapés and 1 Fork Food Item

EVENT PACKAGE FIVE | \$60pp

Choose 2 Bronze, 3 Silver, 2 Gold Canapés and 1 Fork Food Item

EVENT PACKAGE SIX | \$64pp

Choose 2 Bronze, 2 Silver, 3 Gold Canapés and 1 Fork Food Item

EVENT PACKAGE SEVEN | \$72pp

Choose 3 Bronze, 2 Silver, 3 Gold Canapés, 1 Fork Food and 1 Dessert



CANAPÉ PACKAGES

BRONZE



- Baked ricotta, pumpkin, pine nut tartlet (v)
- Beetroot and goats cheese tartlet (v)
- Vegetarian spring rolls (v)
- Margherita wood fired pizza squares (v)
- Baby mozzarella, tomato, basil & aged balsamic (v)
- Corn fritter, harissa puree (v, gf)
- Mini gourmet beef pie
- Satay chicken skewer (gf)
- Buffalo wings & ranch dressing (gf)
- Mini homemade sausage rolls
- Mac & cheese croquettes

FORK FOOD



- Bang Bang chicken noodle
- Caesar salad
- ADD prawn +\$4pp | chicken +\$3pp
- Pumpkin, pinenut, chevre & rocket salad
- Thai green curry & jasmine rice (vegan)
- House made braised Lamb sausage rolls with tomato chutney
- Orzo, ratatouille & lamb ragu
- Balter XPA battered fish and chips
- Rare Thai beef salad (gf)
- Tuna poke bowl

SILVER



- Mushroom and pea and pecorino arancini (v)
- Eggplant tacos (vegan)
- Zartaar haloumi & honey (v, gf)
- Chilli prawn & coriander twists
- Salt & pepper squid (gf)
- Pico de galo chicken tacos on corn chips (gf)
- Lamb kafta with tzatziki dip (gf)
- House made meat balls in provencale sauce

DESSERT



- Petite fours selection
- Mini jam donuts
- Mini churros w/ butterscotch and Belgian chocolate sauce
- Passionfruit cheesecake bites
- Flourless chocolate squares (gf)
- Apple pie empanadas
- Chocolate pots de crème
- Portuguese custard tarts

GOLD



- Truffled porcini and pecorino croquettes (v)
- Cheeky pea falafel bites with pickles and tahini mayo (v)
- Haloumi burger, relish & pesto (v)
- Smoked Salmon blinis w/ crème fraiche and dill
- Natural oysters (gf)
- Peking duck pancake
- Tempura prawn, wasabi mayo (gf)
- Beef tataki, daikon & carrot on betel leaf (gf)
- Sticky, Gochujang lamb ribs with tzatziki (gf)
- Southern fried chicken slider
- Kingfish ceviche
- Pork belly bao buns



PLATTERS

SHARE PLATTERS | \$225

Perfect for groups of smaller gatherings to enjoy a tasty nibble! Each platter serves 8 – 10 guests only

PLOUGHMAN

Chorizo, Smoked Ham, Beef Pies, Pickled Onions, Vintage Cheddar, Chutney & Baked Breads

FISHERMAN

Fish Goujons, Smoked Trout, Remoulade, Blinis, Baked Breads, Horseradish Crème Fraiche & Herbs

ANTIPASTO

Prosciutto, Salami, Chorizo, Char Grilled Veggies, Chilli & Feta, Caper Berries & Baked Breads

ORIENTAL

Vegetarian Spring Rolls, Steamed Prawn Gow Gees, Korean Fried Chicken, Asian Slaw, Poon Chun & Soy Sauces

KIDS PLATTERS

Serves approximately 5 Children.
12 years and under.

GOOD FAIRY | \$35

Fairy Bread Platter

KIDS SANDWICHES | \$50

Assorted Finger Sandwiches, Sausage Rolls & Mini Pies

LITTLE LONGY'S HOT PLATTER | \$65

Assorted Mini Pizza, Chicken Tenders & Fries

WOODFIRED PIZZA SLABS | \$55

Each pizza serves approximately 20 pcs per slab

MARGHERITA

Sugo, buffalo mozzarella, basil & olive oil

CHORIZO & PRAWN

Sugo, peperonata & fetta

EGGPLANT

Garlic confit, smoked scarmorza cheese, cherry tomato & white anchovy

DIAVOLA

Sugo, buffalo mozzarella, Calabrian spicy salami, peperonata, black Kalamata olives

PROSCIUTTO

Pistachio pesto, goats curd, pear & rocket

BANQUET MENU / SET MENU

2 COURSE SET MENU

from \$55 PER PERSON
with sides \$60 PER PERSON

3 COURSE SET MENU

from \$70 PER PERSON - includes a side

MIN 20 PAX

Seasonal set menu available upon request

For all events over 20 guests are served alternately

Upgrade your packages:

- Fresh Seasonal Fruit Platter | \$8pp
- Bread & Dip Stand - 3 x Homemade Dips & Toasted Breads | \$6pp
- Cheese Board - 2 x Cheeses, Quince & Crisp Breads | \$10pp

BEVERAGES

There are three options for beverage service at your function.

1. Bar Tab

Nominate the amount you wish to spend on drinks, & let us know what beverages you would like made available to your guests

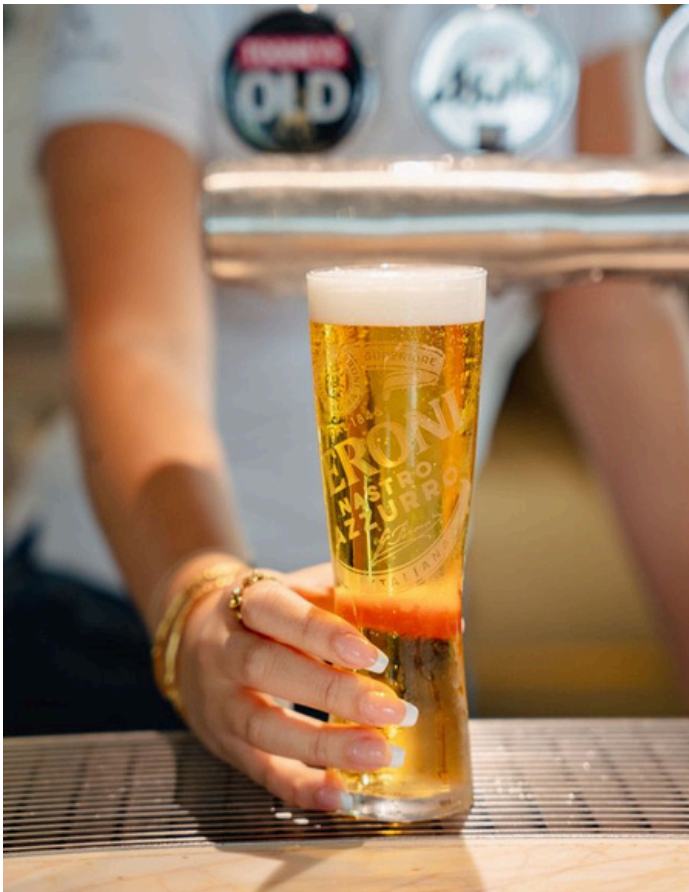
2. Cash Bar

Guests pay for their own beverages

3. Beverage package

All guests are on a per person package for unlimited alcohol for the designated time (see below for prices).

Specials requests welcome and all packages can be tailored to suit your wishes.



Premium Package

Bottled Beers

Local Tap Beers

Wine

Austin Chardonnay, Sophia Sauvignon Blanc, Patrizio Pinot Gris, Maximus Shiraz, Bubbly Sparkling

Non Alcoholic

Fresh Juices, Mineral Water & Post Mix Soft Drinks

*Conditions apply

Prices

2 hours | \$48pp

3 hours | \$60pp

4 hours | \$80pp

Deluxe Package

Bottled Beers

Local & Premium Tap Beers

Wine

Austin Chardonnay, Sophia Sauvignon Blanc, Patrizio Pinot Gris, Maximus Shiraz, Bubbly Sparkling

Non Alcoholic

Fresh Juices, Mineral Water & Post Mix Soft Drinks

*Conditions apply

Prices

2 hours | \$52pp

3 hours | \$68pp

4 hours | \$84pp

FUNCTION DETAILS FORM

In order to make the organisation of your function a little easier, you can fill out the form below with the details of your function, scan & email to us. Once it has been received, we will prepare a running sheet that outlines all details & costs for the event & send it back for your approval.

Contact Person: _____

Phone Number: _____

Preferred Delivery Address: _____

Email: _____

Function Name/Occasion: _____ Guests: _____

Function Date: _____ Start: ____:____ Finish: ____:____

Type of Function: _____

Room (Tick): VILLA BAR LOUNGE BAR PRIVATE DINING ROOM
 DINING ROOM LEFT DINING ROOM RIGHT

Preferred Room set up: _____

Menu choice: _____

Canapé Selections: _____

Dietary Requirements: _____

Beverages (Tick): Cash bar Tab Beverage Pack # _____

Beverage Restrictions: _____

Beverage Limit: _____

Special requests: _____

Deposit will be paid via (Tick): Credit Card Form (see next page) Pay by Link*

*Pay by link is a straightforward and secure way to get paid through a simple payment link. We generate this payment link through our back-office and then send it to you via email. When you click on that link, you are redirected to a secure payment page where the payment amount is predefined, and you only need to enter your card details to complete the transaction. This generates the payment link to you & your sensitive card details are safe.

CREDIT CARD AUTHORISATION

TODAY'S DATE: _____

FUNCTION NAME: _____ DATE: _____

COMPANY: _____

CONTACT PERSON: _____

PHONE: _____ FAX: _____

EMAIL ADDRESS: _____

CARDHOLDERS NAME _____

CARD TYPE (Please circle): AMEX DINERS M/C B/C VISA CARD EXPIRY DATE: _____

CARD NUMBER

AUTHORISED SIGNATURE: _____

TERMS & CONDITIONS

Deposit, Prepayment & Confirmation of Bookings

- To confirm a function booking, a standard fee of \$500.00 is required as deposit along with the credit card authorisation and terms and conditions forms completed and signed. (Credit authorisation forms should be completed with the c/card details of the person responsible for the entire payment or balance.
- All booking deposits in the November to December period are \$1000.00.
- Should the above mentioned forms and deposit not be received by the due dates, the Longueville Hotel reserves the rights to cancel all reservations held on the client's behalf.
- Minimum numbers of guests must be confirmed 7 days prior to the function.
- PAYMENT IS REQUIRED AT THE DURATION OF YOUR EVENT.** Invoicing is only permitted if credit facilities have been established with the Longueville Hotel.

End of Function procedures

- Functions in the Villa must cease before midnight. All guests must move inside or vacate the premises by this time.
- If the function extends beyond designated times, an additional late fee plus extra staff costs will be charged to the final bill.
- All decorations & goods must be taken down at the conclusion of an event.
- A cleaning levy will apply if professional cleaning is needed.

Cancellation

- If cancellation occurs within 4 weeks prior to the event date, the deposit is forfeit.
- If cancellation occurs within 14 days prior to the event date, the client will be charged 100% of the food costs.
- November to December period - If cancellation occurs the deposit is forfeit.

Entertainment

- The Longueville Hotel is happy to quote for and arrange any equipment that may be required for your function, e.g. audio visual, decorations, flowers etc. The cost of these will be added to the total function bill plus a 15% service fee.
- Bands, DJs or other live entertainment will have to be confirmed with the venue prior to the event.

AGREEMENT:

I hereby agree to the terms and conditions outlined above and I am aware the information supplied may be used in follow up communications.

Name & Signature: _____ Function Date: _____

Loss or Damage to Property

- The client shall remain responsible at all times for any loss or damage to the property of the Hotel caused by the client, guests and invitees.
- Please note no decorations are to be placed on walls or wallpaper furnishings.
- Glitter and confetti are not permitted.
- We are extremely careful when looking after guests and their property. Unfortunately, we cannot take responsibility for the damage, or loss of items belonging to guests before, during and after a function.

Disorderly Conduct

- The client shall conform to the requirements of Local Government Acts & the Union Hotels policies and will be liable for any breach of these.
- The management of the Longueville Hotel reserves the right to remove patrons attending functions from the premises for unruly behaviour and/or showing signs of intoxication as determined at management's discretion or by RSA regulations.
- Bucks parties and similar functions are at the sole discretion of management and the Longueville Hotel reserves the right to cancel any bookings for bucks parties.

18th Birthday Parties

- You must notify us about 18th birthdays and guests 18 and under attending before booking the event, otherwise we have the right to cancel if it doesn't fit our policy.

Children

- The client also undertakes to ensure that children are supervised by a legal parent or guardian at all times. It is illegal to serve alcoholic beverages to any person less than 18 years of age and the Longueville Hotel reserves the right to request suitable identification.

Unforeseen Circumstances

- In the event of inability to comply with any of the provisions of this contract by virtue of any cessation or interruption of electricity or gas supplies, plant or equipment failure, unavailability of food items, other unforeseen contingency or accident, the Hotel reserves the right to cancel any booking or refund any deposit without notice.
- Should the room/s reserved be unavailable, we reserve the right to substitute similar venues. Every effort will be made to advise you in advance.