

FUNCTION INFO 2018/19

FUNCTION SPACES

The Back Room

Wood Heater / A/C / DVD / TV / Projector (VGA Connection) / iPod / Microphone & PA / Stage

<u>Seated Dining</u> 40	<u>Stand Up / Cocktail</u> 60 (up to 100)	<u>Seated Theatre Style</u> 40	<u>Meeting / Conference</u> 25
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Courtyard (adjoining The Back Room)

Heating / Outdoors (not all weather but sheltered) / Smoking permitted (after Dinner service)

<u>Seated Dining</u> 15	<u>Stand Up / Cocktail</u> 40 (up to 100)
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Dining Room / Metro Art Space

Heating / A/C / TV / DVD / Projector

<u>Seated Dining</u> 40	<u>Stand Up / Cocktail</u> 60
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Theatre Bar

Open Fire / A/C / TV's / DVD / VGA Connection / iPod / Stage and PA available

<u>Stand Up / Cocktail</u> 90

Virtual tours of The Back Room, Courtyard and Dining Room are available on our website.

<http://www.hotelmetro.com.au/index.php?page=view-our-function-room>

LUNCH FUNCTIONS

We can cater for you lunch function whether it be sit down, something casual with a few platters to share or a working lunch through your meeting or conference session.

If you are in a hurry, pre-ordering will mean that you have more time to relax once you arrive. We'll even buy your first drink if you want to collect everyone's money as well!!

Our full Menu and Pre-Order form are available on our website and our Daily Specials are available on the day after 10am. Please call to make a booking prior to Pre-Ordering.

Pre-orders need to be in by 11.00am. Platters require 48 hours notice.

MORNING / AFTERNOON TEA

Premium

Premium Coffee, Assorted Teas, Chilled Water, Juice & Muffins

\$10 per person

Gourmet

Espresso Coffee, Hot Chocolate, Assorted Teas, Chilled Water, Juice, Muffins & Pastries

\$15 per person

COCKTAIL & FINGER FOOD

HOT PLATTERS

	<u>PIECES/PRICE</u>
Lemon and Garlic Calamari <i>w housemade tartare</i>	30 / \$50
Salt & Pepper Chicken Tenders <i>w chipotle mayo</i>	20 / \$45
Samosas, Won Tons & Spring Rolls <i>w chilli, soy & lime sauce</i> V	40 / \$45
Chunky Potato Wedges (Basket) <i>w sweet chilli & sour cream</i> V	\$10
Lamb Kofta Skewers <i>w preserved lemon yoghurt</i> GF	20 / \$55
Mini Beef Pies or Sausage Rolls <i>w tomato sauce</i>	24 / \$45
Spinach & Ricotta Rolls <i>w tomato relish</i> V	24 / \$60
Chicken & Corn Pies	24 / \$60
Chunky Steak & Pepper Pies <i>w tomato relish</i>	24 / \$60
Mushroom & Pumpkin Arancini <i>w tomato gazpacho</i> VEGAN	20 / \$60
Zucchini & Fetta Fritters <i>w dill aioli</i> V GF	20 / \$55
House Made Pizza (50x40cm) VEGETARIAN AVAIL.	40 / \$60
Spicy Chicken Sliders <i>w mixed leaf, pickles & dill aioli</i>	16 / \$60

COLD PLATTERS

Sushi Rolls – <i>Chicken & Veg, Salmon & Avocado or Vegetarian</i>	24 / \$45
Vietnamese Cold Rolls <i>w chilli satay dipping sauce</i> VEGAN	20 / \$50
Selection of Dips <i>served w warm flatbread</i> V	\$30
Grazing Platter <i>River Red Gum smoked ham, mild salami, Kalamata olives, regional cheeses, onion relish & gherkin. Served with lavash.</i>	\$55
Cakes - <i>A selection of Cakes is available for all occasions & tastes</i>	\$POA

PLATTER PRICING GUIDE FOR YOUR FUNCTION *(How much food do I need?)*

This is an approximate guide only. We are happy to work through your requirements with you. Please consider the timing of your function – is it Dinner, Lunch or just a Nibble or Snack?

Platters contain one selection only – platters cannot be mixed.

We do functions all the time and we understand that everyone's wishes are different. You will find that we are very flexible and will consider most requests. Please talk to us about any questions you have at any time.

TERMS AND CONDITIONS

- 1. BOOKINGS:** To confirm your booking, a deposit must be paid within 7 days of the original booking date. Tentative bookings will be held for 7 days only. Tentative bookings not confirmed within 7 days will automatically be available to other clients.
- 2. FINAL NUMBERS:** To enable us to correctly cater for your function, final numbers and food orders must be confirmed 7 days prior to the function.
- 3. PAYMENT:** All accounts are to be settled in full on or before the function date. We accept payment by means of Cash, Direct Deposit, EFTPOS, Visa, MasterCard, AMEX or Diners Club. We can, by prior arrangement, accept payment by company cheque. We can accept personal cheques *only* for pre-payment of functions a minimum of 1 week prior. We can invoice against your Company Purchase Order on strictly 7 day payment terms.
- 4. RESPONSIBILITY:** Organisers are financially responsible for any damage/breakages sustained to The Hotel Metropolitan by the organiser, organiser's guests, invitees or other persons attending the function. The Hotel Metropolitan will not accept any responsibility for the damage or loss of merchandise left prior to or after the function.
- 5. CANCELLATION:** In the unfortunate event that a confirmed booking is cancelled, the deposit is non-refundable.
- 6. CLEANING:** General cleaning is included in the cost of the function. If cleaning requirements following your function are judged to be excessive, additional cleaning charges may be incurred.
- 7. DECORATIONS:** All clients are welcome to decorate their own function spaces. We allow BLU-TAC only for fixing items to walls. No exceptions. If any damage to walls or paint is caused by use of any other product, costs of repair will be recovered. Table scatters and/or confetti are not permitted in the venue.
- 8. PERSONS UNDER 18 YEARS OF AGE/ IDENTIFICATION:** Minors are welcome on the hotel premises when in the company of an adult. Minors are under no circumstances to attempt to purchase or consume alcohol whilst on the Hotel's premises and must vacate the premises by 11.50 pm. Hotel staff will refuse to serve alcohol unless patrons are able to prove they have attained 18 years of age by producing suitable ID (Proof of Age Card, Drivers Licence or Passport) on request.