

Remembrance Function Information



Goulburn
Workers

Goulburn Workers Club would like to extend our condolences on the loss of your loved one.

While this is a difficult time, we would like to make this process as smooth as possible for you and your family.

Should you have any special requirements or catering requests to assist with the remembrance of your loved one, please do not hesitate to contact a member of our functions team on functions@goulburnworkers.com.au or call 4821 3355.

Best Regards,
Keisha Northey

A handwritten signature in white ink, appearing to read 'Keisha Northey', with a stylized flourish at the end.

Functions Manager

Facilities

Auditorium

Room Hire - \$350
320 person capacity

Station Restaurant Room

Room Hire - \$150
70 person capacity

The Deck

Room Hire - \$100
40 person capacity

As a token of our condolences, all room hire fees will be waived.

Refreshments & Catering

Options are priced on a per piece basis - please select quantity of each item

Refreshments

Tea & Coffee – 1pp	\$2.50
- add biscuits – 2pp.....	\$1.50
Continuous Tea / Coffee & Biscuits	\$5.00
Jug of Soft Drink (serves 5).....	\$9.90
Jug of Juice (serves 5).....	\$9.90

Light Catering

Mini Muffins	\$2.00
Assorted Slices.....	\$3.00
Scones <i>w jam & cream</i>	\$4.00
Fresh Cut Gourmet Sandwiches	\$7.00
Gourmet Wraps.....	\$9.00

Hot Selections

Note: items are not cooked until guests begin arriving

.50c per piece

- Golden Crumbed Calamari *w tartare sauce*
- Vegetarian Spring Roll
- Vegetarian Samosa

\$1.20 per piece

- Tempura Battered Fish Cocktail *w tartare sauce*
- Spinach & Fetta Triangle

\$1.50 per piece

- Cocktail Sausage Roll
- Mini Beef Pies

\$3.00 per piece

- Assorted Mini Quiche
- Assorted Mini Pizza
- Satay Chicken Skewer
- Cajun Spiced Chicken Skewer

Confirmation

1. Account

- 1.1 Confirmation of catering requirements is required minimum 24 hours to your booking
- 1.2 Payment is required within 7 days of receiving the final invoice

2. Food Health & Safety

- 2.1 No food or beverages may be brought into the club. Celebration Cakes are the exception to this term.
- 2.2 Due to health legislation we do not allow leftover food cooked or uncooked to be taken home by the client, as we would be in breach of health & safety regulations
- 2.3 Due to health legislation, food items must be cleared by a staff member within two hours of the service time to comply with health and safety regulations.

3. Setup/Packdown of room decorations

- 3.1 Any decorations provided by the organiser must be packed up and removed from the room at the conclusion of the function. Any items left in the room overnight will be disposed of.
- 3.2 A cleaning fee of \$200.00 will be charged for any room left in an unacceptable state

4. Damage and conduct

- 4.1 The club will not accept responsibility for the loss or damage of any personal property.
- 4.2 Organisers will be financially liable for any damage to the club or club equipment which is caused by the organiser or guests.
- 4.3 All guests must comply with any club regulation or rule.
- 4.4 Goulburn Workers Club abides by responsible service of alcohol, responsible gaming and harm minimisation principles. The club reserves the right to refuse service to any intoxicated or underage guest.
- 4.5 Minors are permitted to be present on club premises under the supervision of a parent or responsible guardian whilst your function is taking place. At the cessation of your function, club rules relating to minors come into effect.

5. General Information

- 5.1 All functions are non-smoking.
- 5.2 Fire regulations do not permit any fire escape/exit to be blocked at any time.

6. Tray Service

- 6.1 Tray service can be supplied at an additional \$2.00 per guest and a maximum of two hours.

7. Bar Tabs

- 7.1 Bar Tabs may be arranged prior to your function through the Functions Manager. A credit card or full cash payment for the monetary limit of the tab must be provided prior to the bar tab being opened
- 7.2 Full payment for any bar tab will be required before the cessation of your function

Confirmation of booking

Please sign and date below to confirm your booking.

Function Name

Date of Function

Contact Name

PH

Mailing / Billing Address

.....

Email Address

Room Booked

Start Time.....Finish Time

Signed.....

Function Manager / Representative



www.goulburnworkers.com.au



Free Courtesy Shuttle call (02) 4821 3355. McKell Place, Goulburn, 2580 www.goulburnworkers.com.au

