

PA

— HOTEL —

FUNCTION

— packages —





PARK AVENUE HOTEL

FUNCTIONS PACKAGE

— HOTEL —

Greetings!

Thank you for enquiring with us at the Park Avenue Hotel to host your next event!

We boast 3 generous Function areas across our venue catering from 30 - 100 guests. Our Beer Garden, Function Room and Board Room hire all are accompanied with complimentary additions of White Table Cloths and a Tea & Coffee Station.

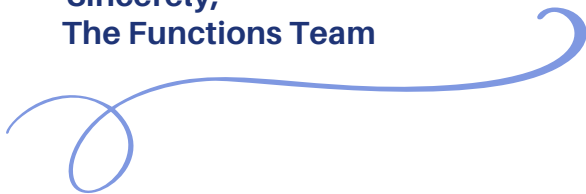
Our experienced Functions team are here to ease the stress of booking and planning your event. If any of our packages don't seem to suit your event, please feel free to contact us to create a tailor-made package for you.

Upon booking a deposit will be made to secure your date and room, and catering options must be finalised no longer than 10 days before your event.

Please don't hesitate to contact our team if you have any questions or requests for booking your next event.

We look forward to hearing from you!

**Sincerely,
The Functions Team**





PARK AVENUE HOTEL
FUNCTIONS PACKAGE
OUR ROOMS

— HOTEL —

FUNCTION ROOM





PARK AVENUE HOTEL

FUNCTIONS PACKAGE

OUR ROOMS

FUNCTION ROOM

Our Function Room comfortably sits 50 guests for a sit-down dining environment. Boasting a private designated smoking area, a buffet station and a projector, our Function Room is the perfect universal room for your next event!

PACKAGES

BASE DEAL

\$100

Our base deal covers room hire of the Function Room only. This hire includes complimentary white table cloths and a simple tea & coffee station for your guests.

ADDITIONAL ADD-ONS:

BACK OF LOUNGE BAR

\$50

Additional room add-on to cater for parties of 50+

HELIUM MACHINE HIRE

\$1 per balloon

BALLOONS

\$15 per bunch

Colours of your choice

Foil Ballons

\$5 each

A SECURITY FEE MAY APPLY AT THE
FUNCTION MANAGERS DISCRETION



PARK AVENUE HOTEL

FUNCTIONS PACKAGE

OUR ROOMS

BOARD ROOM



Our Board Room boasts the perfect hexagonal table for your next corporate meeting, zoom or in-person training session. Our air-conditioned room includes a large flat-screen TV that is HDMI cord compatible, a complimentary tea & coffee station perfect for those long meetings and comfortable office chairs.

**PLEASE NOTE THAT WE ARE ABLE TO REMOVE THE
HEXAGONAL TABLE TO CATER FOR OTHER EVENTS**



PARK AVENUE HOTEL

FUNCTIONS PACKAGE

OUR ROOMS

BEER GARDEN

Welcome to the Beer Garden! If you don't want to be holed up inside, but still want your own private area - look no further! Our Beer Garden can comfortably sit up to 80 guests and has some excellent add-on features available. Room Hire also consists of complimentary table cloths and tea & coffee station.

HIRE FEES

FULL PRIVATE BEER GARDEN	\$100
HALF BEER GARDEN	\$50

ADDITIONAL ADD-ONS:

PRIVATE BAR HIRE	\$25 per hour
EXTEND PAST 9.00PM	\$150

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FUNCTION MANAGERS DISCRETION



PARK AVENUE HOTEL

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CATERING

Our Qualified Chefs are available to cater for your event, whether it be by platters, set menu, alternate drop or buffet. Please remember that our catering packages are subject to change and are subject to availability. Please contact us to confirm suitability.

SET MENU

Choose no more than 4 (four) items from our Main Menu to be selected by and served to your guests. This can include no more than 3 (three) main meals. This does not include specials.

BUFFET

Buffet option is only available for parties of more than 30 guests.

PLATTERS

Our platters menu are perfect for nibbles throughout your event. Keep in mind, they cater for 15-20 people per platter.

PLEASE BE AWARE THAT BYO CATERING IS NOT ALLOWED AS
WE ARE A LICENSED VENUE
CAKES ARE THE ONLY EXCEPTION



PARK AVENUE HOTEL

FUNCTIONS PACKAGE

CATERING

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SET MENU OR PREORDER

PLEASE SCAN THIS QR CODE TO VIEW OUR MAIN MENU



SET MENU

SELECT 3 MAIN
MEALS AND 1
ENTREE

PREORDER

PLEASE INFORM
US OF YOUR
MENU CHOICES
AND NAMES OF
ORDERS

WE ARE ABLE TO CREATE A PERSONALISED PRINTED SET MENU
TO SUIT YOUR FUNCTION THEME, PLEASE INCLUDE THIS IN YOUR
ENQUIRY



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PARK AVENUE HOTEL

FUNCTIONS PACKAGE

CATERING

PLATTERS

CHICKEN LICKIN \$90

Dusted Tenders, Popcorn Chicken, Wing Dings, Chicken chips with Aioli and BBQ Sauce

PIZZA PLATTERS \$90

4 pizzas of the chef's selection

PARK AVE PARTY PLATTER \$80

A variety of all your party favourites; mini pies, sausage rolls, assorted mini quiches & accompanying sauces

KIDS PARTY PLATTER \$70

Chicken nuggets, Cheerios & Fish bites with accompanying sauces

ASSORTED SANDWICH \$75

Chefs selection of assorted sandwiches

HIGH TEA DESSERTS \$65

Chefs selection of assorted cakes, slices & tarts

WEDGES PLATTER \$50

Potato Wedges served with Sour Cream & Sweet Chilli Sauce

APPETIZER PLATTER \$65

A variety of cheeses, kabana, salami, dips and crackers

GLUTEN FREE & VEGETARIAN AVAILABLE UPON REQUEST



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FUNCTIONS PACKAGE

CATERING

BUFFET MENU

PLEASE KEEP IN MIND OUR BUFFET MENU ONLY
CATERS FOR 30 GUESTS OR MORE

If at any time throughout your function booking guests pull out, or cancel last minute, those missing guests will still have to be paid for.

MEAT OPTIONS

Seeded Mustard Beef

Pork with Crackle & Apple Sauce

Seasoned Chicken

Rosemary Garlic Lamb w/ Mint Jelly

Served with Roasted Pumpkin, Sweet Potato & Potato, Seasoned Vegetable mix, Gravy & Dinner Rolls

PRICING

1 MEAT OPTION	\$25 PER PERSON
1 MEAT OPTION + DESSERT	\$30 PER PERSON
2 MEAT OPTIONS	\$30 PER PERSON
2 MEAT OPTIONS + DESSERT	\$35 PER PERSON

Dessert selections are dependent on stock availability

Children up to age 5 are free

Children from 5 - 12 are 50% off adult prices

Children 12 and over are charged as an adult



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TERMS & CONDITIONS

1. BOOKING DATE

Your function date is considered tentative until a deposit is received, and terms/conditions have been signed and returned to the Functions Manager

2. CATERING

The Park Avenue Hotel is a licensed food and beverage establishment; no BYO is allowed without the Functions Management approval.

A. CAKES

Cakes are the only exemption to clause 2 above

B. CATERING OPTIONS

Catering options must be confirmed at least 10 days before the event

- i. If catering options are not confirmed within this time period, the Park Avenue Hotel reserves the right to limit catering options available to the Function
- ii. Catering options are not inter-changeable within the 10 day period before your Function; excluding Set Menu selections
- iii. In the circumstances of guest cancellations for a Buffet, The Park Avenue Hotel reserves the right to change catering options due to not meeting the minimum catering requirements; unless payment for missing guests are recieved.

3. BYO

The Park Avenue Hotel is a licensed premises for the sale and supply of liquor. This means that BYO drinks, of any kind, are not permitted; and may result in fines, cancellation of your event without refund

NAME:

DATE:

SIGNATURE:



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TERMS & CONDITIONS

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4. DECORATIONS

Guests are allowed to bring, supply and/or organise a 3rd party to supply decorations for any event as long as they abide by the following:

- A. The use of glitter and confetti is strictly prohibited
- B. No sticky tape, wall tacks, or glue is permitted to used on the walls or fixtures. Blue Tac or equivalent only
- C. The Functions Manager must approve delivery times of any 3rd party decorator

The Park Avenue Hotel has a private collaboration with 'Little List & Co' - as per our private arrangement, all bookings through this business for any events hosted by us, must be done through us

5. SETTING UP BEFORE YOUR EVENT

Guests are not entitled to set up the day/night before your function unless approved by the Function Manager

- A. A fee of \$150 may be charged, at the Function Managers discretion in order to hold the room 24hrs before the function to set up and/or decorate
- B. Any external decorations or items must be taken by guests at the end of the Function. The Park Avenue Hotel does not take any responsibility for items left behind
- C. Room plans are to be discussed with the Functions Manager as all furniture must be moved and/or re-arranged by Park Avenue Hotel staff
- D. If wanting to hire out the Back of Lounge Bar, a minimum spend may be applicable at the Function Managers discretion
- E. Our booking time for Functions are:

Morning/Lunch 10.00am - 3.00pm

Afternoon/Dinner 5.00pm - 10.00pm

You must specify in your booking if your event will go outside these booking slots, to avoid disappointment

NAME:

DATE:

SIGNATURE:



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TERMS & CONDITIONS

6. DAMAGES

General cleaning fees are included in the hire of your function room, however additional fees may be applied if the cleaning required goes above and beyond. This is decided at the Function Managers discretion.

- A .The signatory assumes responsibility for any damages created by them, or any of their guests not only limiting to the Function Room; or any part of the Hotel*
- B .The Park Avenue Hotel reserves the right to pass on any information regarding damages to premises to higher authorities*

7. RESPONSIBLE SERVICE OF ALCOHOL

All guest must adhere to the current laws of the Office of Liquor Licensing and Regulation QLD. Park Avenue Hotel and staff, including our Crowd Controllers, support the responsible service of alcohol. All staff are RSA qualified and reserve the right to refuse service to anyone; Management reserve the right to ask any patron to leave the premises

8. IDENTIFICATION

Only the following types of identification will be accepted as proof of age:

Current Australian Drivers License, Current 18+ Card or Current Passport

Please note that a Foreign Drivers License or Passport not written in English will not be accepted. All forms of Identification must be current as per liquor licensing laws

9. SECURITY

The Park Avenue Hotel reserves the right to organise a paid security guard at the expense of the signatory at the Function Managers discretion

NAME:

DATE:

SIGNATURE:



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ENQUIRY FORM

DATE _____

CONTACT INFORMATION

NAME	EMAIL
NUMBER	COMPANY

FUNCTION DETAILS

TIME EVENT STARTS	TYPE OF EVENT
TIME EVENT ENDS	EXPECTED GUEST #

AREA REQUIRED (PLEASE CIRCLE)

BOARD ROOM
 FUNCTION ROOM
 BEER GARDEN
 BACK OF LOUNGE

CATERING (PLEASE CIRCLE)

SET MENU
 BUFFET
 PLATTERS

IF ANY DIETARY REQUIREMENTS, PLEASE SPECIFY BELOW

IF ANY ADDITIONAL ADD-ONS PLEASE SPECIFY BELOW

PLEASE DESCRIBE ANY REQUESTS FOR THE FUNCTION MANAGERS APPROVAL
