

## Functions

### Level 1 Premium Function Rooms

These heritage feature rooms can include private bar access and adjoining heated covered balcony or terrace space

#### Capacity

- North Lounge 20-60 guests
- South Lounge 20-60 guests
- Terrace Lounge 50-80 guests with capacity to extend into adjoining areas for up to 200 guests
- Wine Lounge (ground floor) 20-40 guests

### Level 1 Outdoor Terrace and Mezzanine gardens

With a variety of semi covered or sunny open spaces and fire pits, these areas set amongst the gardens with a view of the big screen are perfect for al fresco dining or casual gatherings with no room hire fees

#### Capacity 2-200

## ENTERTAINMENT

- Our in house system using pre-arrange play list juke box, spotify on your phone or fox music can be broadcast at your preferred volume in function rooms free of charge.
- Live entertainers can be arranged at your own cost but must be discussed and approved by management and will need to comply with hotel policy.
- Photo slideshows on TV, microphones and AV equipment can be used free of charge.

## DECORATING

Function areas can be decorated with ballons, flowers, photos, banners etc but we ask that no hooks, screws, tape or pins be used. **Small tinsel pieces and confetti balloons are NOT allowed.**

Table candles must be battery operated variety. No graffiti, paint or ink is permitted.

Access to the room will be 1 hour prior to the function or earlier by prior arrangement although no responsibility is

## UNDERAGE GUESTS

Children are permitted into function areas under the direct supervision of a parent [Not a 16 year old with their 18 year old relative or friend]. Additional security may be required to monitor that underage teenagers do not drink alcohol on licensed premises.

Minors are not permitted into other areas of the hotel and if they are not adequately supervised will be asked to leave with their guardian. Any guest found supplying alcohol to minors will be referred to the police.

A 10pm curfew for underage guests may be imposed at management discretion.

## RESERVATION FEES

There is no minimum spend required and reservations in Private rooms are free of charge apart from a few exceptions-

Weekdays optional VIP Bar access \$100

Friday Nights \$100

Saturday Nights before 5pm \$200

Saturday Nights after 6pm \$300

Sunday \$200

Public Holidays are at weekend rates

Additional Security guards if required \$250 each

These fees include a private room with balcony or terrace space attached, use of AV equipment, free music, private access to a staffed bar in the room and security

Fees must be paid to confirm a reservation and are refundable with 14 days notice. Please see booking form attached for payment details.

## HOURS AVAILABLE

Licensing restrictions require us to close at midnight and have all patrons off premise by 12.15am. Some exceptions



## Functions

### THE CLOCK AND OYSTER BISTRO IS ABLE TO PROVIDE ALL OF YOUR CATERING NEEDS

Cocktail food menus served by waitresses or set up as buffets can be tailored to your budget from a variety of choices.

We do not offer any self-catering options other than a celebration cake (at no additional charge).

Our Clock and Oyster menus can be downloaded from our website. [www.oatleyhotel.com.au/our-menu](http://www.oatleyhotel.com.au/our-menu)

#### CATERING

Bistro Manager: 9586 1045

Email: [clockandoyster@oatleyhotel.com.au](mailto:clockandoyster@oatleyhotel.com.au)

### BEVERAGES

- Drinks may be purchased by guests from the bar.
- A prepaid bar tap may be set up for identified guests.
- Drink tokens may be pre purchased for distribution.
- There is no minimum spend required.
- Credit card or cash will be held as security on bar tabs.

### BEVERAGE PRICE GUIDE

A wide variety of alcoholic and non alcoholic drinks are available at pub prices. Hosts may elect to limit choices available to their guests to meet budget requirements.

Over 4 hours we suggest you allow 6 drinks per guest. These are averages only which already take into account some may not drink while others will indulge!

Alcohol consumed must be purchased at the bar. Evidence of products brought into the function and consumed will result in closure of your function.

### RESPONSIBLE SERVICE OF ALCOHOL

All guests must adhere to our RSA policies. Intoxicated, violent or quarrelsome patrons will be asked to leave or functions closed down.

Drinking games, skulling, yardglasses, and high alcohol content drinks are prohibited. To prevent intoxication, containers such as open wine bottles, shots, or jugs may be restricted. Guests causing concern may be offered low or non alcoholic alternatives or asked to leave the venue.

### LOW & NON ALCOHOLIC BEVERAGES

We will provide complimentary ice water. Soft drink and low alcohol beers are available for purchase. Self serve Tea and Coffee facilities can be arranged.

#### 18ths

18th birthday functions are for 18+ guests any additional security may be required at additional cost.



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Name

Contact No

Email

o

Function Date(s)

Function Time

Start:

Finish:

Preferred Location if known

What is your special event for? For birthdays please include age.

What would you like the signs to say?

No of guests expected

Are there any Underage Guests?

If so what are the ages?

Special requests?

### Prices

Reserved Dining and Al Fresco tables free of charge

Private Rooms with staffed bar \$100 weekdays, \$200 Sat & Sun to 5pm, \$300 Sat nights after 6pm.

**Once a booking is made in a private room payment must be received to confirm the reservation**

Preferred payment method is via EFT to

Oatley Hotel

BSB 062 184

Acct No 11434593

\*Please state full name as reference for payment

### Credit card Details

Name on Card

Card Number

Expiry Date

CCV Number

Email enquiry/booking form to [lyn@oatleyhotel.com](mailto:lyn@oatleyhotel.com).