



CORPORATE PACKAGES

Mulgrave Country Club

Corner of Wellington & Jells Roads, Wheelers Hill VIC 3150

information@mulgravecc.com.au

(03) 9582 4600

mulgravecc.com.au

ROOM HIRE COSTS

ROOM	FEE
Heritage	\$250
Panorama	\$400
Mulgrave	\$400
Mulgrave + Extension	\$600
Terrace	\$300

ROOM CAPACITY

ROOM	CONFERENCE (CABARET)	CONFERENCE (THEATRE STYLE)	BANQUET	COCKTAIL
Heritage	-	20 - 40	25 - 40	30 - 50
Club Room	20 - 35	20 - 50	-	-
Panorama	40 - 80	50 - 100	60 - 130	80 - 150
Mulgrave	60 - 80	80 - 120	80 - 120	100 - 150
Mulgrave + Extension	90 - 180	130 - 200	130 - 220	150 - 300
Terrace	-	-	25 - 50	30 - 60



MULGRAVE ROOM + EXTENSION

- Caters up to 300 people
- Private Bar
- Dance Floor
- Data Projector and Screen
- In built Audio System
- Portable Stage



MULGRAVE ROOM

- Caters up to 150 people
- Private Bar
- Dance Floor
- Data Projector and Screen
- In built Audio System

PANORAMA ROOM

- Caters up to 150 people
- Private Bar
- Dance Floor
- Data Projector and Screen
- In built Audio System
- Private Balcony





HERITAGE ROOM

- Caters up to 50 people
- Bar Directly outside room
- Data Projector and Screen

CLUB ROOM

- Caters up to 50 people
- Private Balcony
- Heaters
- Drop Down Blinds



CABANA AREA

- Caters up to 50 people
- 4 Cabana Booths
- Area fee included in package
- Heaters
- Drop Down Blinds

TERRACE

- Caters up to 60 people
- Area fee included in package
- Heaters
- Overhead Fans
- Drop Down Blinds



CONFERENCE PACKAGES

FULL DAY Conference Package \$70.00 per delegate

Morning Tea - Working Lunch - Afternoon Tea

Minimum 30 people

Up to 8 Hours Duration

HALF DAY Conference Package \$60.00 per delegate

Morning Tea and Working Lunch

OR

Working Lunch and Afternoon Tea

Minimum 25 people

Up to 5 hours Duration

QUARTER DAY Conference Package \$45.00 per delegate

Morning Tea

OR

Afternoon Tea

Minimum 20 people

Up to 3.5 hours Duration

INCLUSIONS

Room Hire

Tea and Coffee Station

Projector and Screen

Wi-Fi

Flip Charts / White Boards

Pens and Note Pads

PANORAMA / MULGRAVE ROOM ONLY

Roving and Lapel Microphones

Lectern



CONFERENCE PACKAGE CATERING

FULL DAY Conference Package

Morning Tea - Working Lunch - Afternoon Tea

HALF DAY Conference Package

Morning Tea and Working Lunch
OR
Working Lunch and Afternoon Tea

QUARTER DAY Conference Package

Morning Tea
OR
Afternoon Tea

MORNING TEA - CHOICE OF 2

Warm Assorted Danish
Boutique Lamingtons
Scones with Cream and Jam

Coconut, Cinnamon, Almond Milk Chia Pots ^{(Ve) (V) (Gf)}
Mixed Berry Yoghurt Jars ^(Gf)
Mini Croissants filled with Ham and Swiss Cheese

LUNCH PLATTERS

Items Included

Assorted Sandwich Platters
Assorted Wraps
Hot Finger Food—Chef's Selection

Seasonal Fresh Fruit Platters
Jugs of Soft Drink and Juice

AFTERNOON TEA - CHOICE OF 2

Warm Banana Bread
Assorted Sweet Muffins
Mini Croissants with Jam and butter

Assorted Slices
Fresh Fruit Platters
Mushroom Tart with Tapenade and Micro Herbs

V vegetarian | **Ve** vegan | **Gf** made with non-gluten containing ingredients | **Df** dairy free | **Nf** nut free

All dietaries are to be declared when supplying final details 10 days prior. A Dietary requirement may come with a \$5 surcharge

While we will endeavour to accommodate requests for special meals for customers who have food allergies or intolerances, we cannot guarantee complete allergy-free meals. This is due to the potential trace of allergens in the working environment and supplied ingredients.



COCKTAIL MENU

MINIMUM NUMBER OF 30 PEOPLE

\$40 per person

10 Savoury Items

Or

8 Savoury & 2 Sweet Items

SAVOURY OPTIONS

Prawn Twisters

Southern Fried Chicken Bites | aioli (Nf)

Pulled Pork Sliders | smokey BBQ sauce | slaw (Df) (Nf)

Pork Belly Bites | apple chutney | pomegranate glaze (Gf) (Df) (Nf)

Pulled Pork & Capsicum Croquette (Gf)

Chicken and Tarragon Filo Fingers

Pork and Fennel Sausage Roll | ketchup

Chicken & Camembert Pie

Beef & Red Wine Pie | ketchup (Nf)

Chicken Tikka Skewer | mint yoghurt

Barra Bites | caper mayo (Nf)

Cajun Dusted Crumbed Prawns | aioli (Nf) (Df)

Butter Chicken Empanada

Mini Assorted Quiches (Nf)

Mac & Cheese Croquettes (V)

Stuffed Pumpkin Flowers | ricotta cheese | sweet corn (V) (Nf)

Caramelized Onion + Mushroom Arancini (V) (Ve) (Gf) (Df) (Nf)

Falafel Bites | cilantro dipping sauce (V)

Wild Leek & Spinach Pie (V) (Gf) (Nf)

Thai Vegetable Spring Rolls | sweet chili (V) (Ve)

Roasted Carrot, Kale & Chickpea Slider (V) (Ve) (Gf)

DESSERTS

Fresh Fruit Platter

Cookies And Cream Cheesecake

Mix Berry Cheesecake (Gf)

Lemon Meringue

Lemon and Poppy Cake (Gf)

Vegan Brownie Bites (V) (Ve) (Gf) (Df) (Nf)

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3 COURSE BANQUET MENU

MINIMUM NUMBER OF 25 PEOPLE

\$60 per person

Menu includes a bread roll & butter with tea & coffee served to the tables

ENTRÉE - CHOICE OF 2

Oven baked Angus Meatballs (GF)

With zucchini, capsicum, eggplant & tomato ragu, sweet potato puree, & parmesan crisp

Flash fried Calamari strips (GF)

Grapefruit, orange & rocket salad, & mild chilli dressing

Chicken, Bacon & Mushroom Croquette

With creamy spinach sauce

Cauliflower & Cheese Filled Ravioli (V)

With mushroom & rosemary cream sauce

Beetroot Cured Ocean Trout (GF)

With baby capers, kipfler potato, watercress & mustard aioli

Ravioli

With rich Osso buco filling, pecorino, mushrooms, creamy leek sauce & soft herbs

MAIN - CHOICE OF 2

Dukkah Crusted Barramundi Fillet

With broccolini, red peppers, rocket, spiced sweet potato & lemon yoghurt

Sage & Thyme infused Chicken Breast

With smokey baba ghanoush, rocket, pomegranate & eggplant salad & fondant potato

Braised Beef Cheek (GF)

With garlic potato mash, buttery green beans, roasted carrots & pan jus

Char Grilled Chicken Breast (GF)

With Spanish rice, charred corn & tomato & avocado salsa

Roasted Pork Cutlet

With braised cabbage & bacon, pumpkin puree & sweet chunky apple chutney

Pistachio Crusted Snapper Fillet (GF)

With charred carrot, zucchini, fondant potato, & romesco

DESSERT - CHOICE OF 2

Lemon Curd Pavlova (GF)

With mixed berries, Kiwi Fruit & passionfruit coulis

Steamed Chocolate & Macadamia Pudding

Chocolate Ganache & double cream

Duo of Chocolate & White Chocolate Mousse

With sponge base & marbled chocolate & vanilla glaze

New York Baked Cheesecake

With fresh berry coulis & double cream

Zesty Lemon Tart

With balsamic strawberries & raspberry sauce

Honeycomb Cheesecake

Velvety chocolate, caramel cheesecake, orange chocolate shard & crunchy honeycomb

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CABANA PACKAGE

INCLUDES AREA HIRE FEE & BAR TAB

PACKAGE 1 - \$1,300

Up to 20 Guests - includes a bar tab valued at \$400

PACKAGE 2 - \$1,900

Up to 30 Guests - includes a bar tab valued at \$600

PACKAGE 3 - \$2,500

Up to 50 Guests - includes a bar tab valued at \$800

GRAZING PLATTER

Mix of Cheeses, Deli Meats, Charred Vegetables, Dips & Breads

HOT ASSORTED SEAFOOD PLATTER

Crumbed Calamari

Prawn Twisters

Barra Bites (Nf) (Df)

Sweet Potato Fries (Nf) (Df)

HOT ASSORTED FINGER FOOD PLATTER

Pulled Pork Sliders (Nf) (Gf)
With smoked BBQ sauce & slaw

Mac n Cheese Croquettes (V)
With truffle mayo & parmesan

Assortment of Gourmet Pastries (Nf)

Mini Parmas

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FORNO PIZZA PACKAGES

WOOD FIRED PIZZA & BAREFOOT LAWN BOWLS

PACKAGE 1 - \$1,000

Up to 20 Guests - includes catering +
1 Hour Lawn Bowls

PACKAGE 2 - \$2,000

Up to 40 Guests - includes catering +
1 Hour Lawn Bowls

PACKAGE 3 - \$3,000

Up to 60 Guests - includes includes catering + 1 Hour Lawn Bowls

GRAZING PLATTER

Served on arrival

Mix of Cheeses, Deli Meats, Charred Vegetables, Dips & Breads

FORNO WOOD FIRED PIZZAS

Margherita (V)

Mozzarella For Di Latte, Tomato Sauce & Fresh Basil

Capricciosa

Mozzarella Cheese, Tomato Sauce, Double Smoked Ham, Mushrooms, Kalamata Olives, Anchovies, Fresh Parsley

Sfizio

Mozzarella Cheese, Tomato Sauce, Rocket Salad, Parmesan Cheese, Prosciutto Di Parma & Balsamic Dressing

Peri Peri Chicken

Chicken, Cherry Tomatoes, Red Onions, Baby Spinach, Mozzarella Cheese, Peri Peri Dressing

Beverage Package or Bar Tab in addition to Forno Package

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BAREFOOT BOWLS

TEAM BUILDING ACTIVITY

15 - 100 PEOPLE

BOOKINGS MONDAY—FRIDAY

\$15 per person

Includes introductory bowling information training followed by Social Game tournament which is organised by the Bowling Instructor

Includes greens fee for 1 hour bowling session

All bowls equipment included

RULES

Please adhere to booking time by being punctual 10 minutes prior to start time.

Appropriate footwear:

- Barefoot / socks
- Flat sole shoes
- Rubber thongs

Consumption of alcohol or smoking on the greens is NOT permitted.

Sitting on the bank with feet on the green or in the ditch is NOT permitted.

No running on or around the greens.

No deliberate dropping of bowls or damaging greens.

Bowling may be cancelled due to weather conditions E.G. rain or extreme heat. This will be communicated prior to your event.



BEVERAGES

Option 1: Beverage Package - \$45 per person

4.5 Hour Duration

BEER

Carlton Draught Tap Beer
Great Northern Tap Beer—Mid strength
Bad Shepherd Pale Ale

WINE

Tread Softly Moscato
Tread Softly Pinot Grigio
Tread Softly Sauvignon Blanc
Tread Softly Rose
Tread Softly Prosecco
Tread Softly Shiraz
Tread Softly Pinot Noir

SOFT DRINK / JUICE

Cola / Diet
Lemon Squash
Lemonade
Raspberry Lemonade
Dry Ginger Ale
Tonic Water
Soda Water

Orange Juice
Apple Juice

Excludes spirits and all other drinks from beverage list not listed above.

Other beverages can be purchased individually at the bar within your function space.

Option 2: Bar tab

Mulgrave Country Club can provide your choice of drink selections up to the value that you nominate.

Our staff will ensure that this level of spending is observed.

We suggest Light & Heavy Beers, Red, White & Sparkling Wines, Soft Drinks & Juices.

Panorama Room:
\$800

Mulgrave Room:
\$1,000

Mulgrave Room + extension:
\$1,200

Minimum spend at the bar is a requirement for Friday—Sunday events.

Option 3: Individual Purchase

Drinks can be paid individually by guests from the bar once minimum requires are met.



TERMS & CONDITIONS

BOOKING & CONFIRMATION

Tentative bookings are held for seven days only. Function clients are required to pay the deposit fee and return of signed Terms and Conditions forms to confirm their booking. Final numbers on which all charges will be made must be given to the club 10 days prior to the function.

DEPOSIT

A \$500 Deposit is required in addition to the signed Terms and Conditions forms to confirm your event. Additional fee will apply if all final details (number of guests, menu selection, dietaries) ten days prior to your Function is not met.

PAYMENT

Full payment for the event is required 7 days prior to the event date. Minimum spend for the bar is a required payment 7 days prior. Any additional beverages will be paid during or on conclusion of the event.

Payment methods: cash, bank cheque, eftpos or credit card. All card transactions will incur a 0.38% surcharge. Amex Card payments will incur a 1% surcharge.

All charges made are inclusive of GST. Prices charged may vary slightly from those originally quoted, however all attempts will be made to communicate these to our function clients.

Please note that minimum numbers apply for all event spaces. Please speak to the Function Manager to clarify if this applies to your event.

SURCHARGES

Functions held on Public Holidays will incur an additional charge of \$10 per person.

Functions held on Sundays will incur an additional charge of \$5 per person.

CANCELLATIONS & REFUNDS

60+ days before the event: 100% refund

60 days - 30 days before the event: 90% refund

Less than 30 days - 14 days: 80% refund

14 days or less: no refund

Cancellation must be in writing. The effective date is the date of dispatch.

SIGNING IN

As the Mulgrave Country Club is a club, it is a requirement of the Liquor Licensing Control Act that all non-members are "signed in". For this purpose a guest register is provided and all non-members must fill in their full name and home address upon arrival. Alternatively, a printed list of names and addresses may be provided by the client on confirmation of final numbers. In this case the guests will not be required to complete the guest register.

DRESS CODE

A person, whose attire does not meet the Club's required standard will not be allowed into the premises. Function clients must observe the Club's dress regulations when areas other than the function room are accessed. Mulgrave Country Club minimum standard is smart casual wear along with a neat and clean appearance. In general all smart shirts, blouses, smart jeans, slacks, shorts and skirts are acceptable. All smart shoes, sport shoes and sandals are permitted. Rubber thongs, scuffs and work boots are not permitted.

MUSIC

After 11.45 pm music volume may be decreased to a level over which the Duty Manager has complete control and cease by 12.00am due to the Club being in a residential area.

Events on the Terrace will require music to conclude by 11:30pm. Music will be reduced to a reasonable level at 11pm.

RESPONSIBILITY

Sparklers, Candles, Smoke and Fog Machines are prohibited from use. Guests are only permitted to smoke in nominated areas. If the MFB is required to attend through the use of the previously listed, the client will be liable for any charge incurred.

SECURITY

All Functions held on a Friday evening – Sunday require a security guard or in the opinion of the Management of Mulgrave Country Club. It is necessary to employ Security staff for the purpose of maintaining the safety of guests and staff at any function. The cost of \$300 (for one security guard) and \$450 on a public holiday. Employing such staff shall be added to the function charge, payable by the client. Security will refuse entry to the Mulgrave Country Club Gaming area, Café, or Terrace to any patron who is intoxicated or abundantly loud.



DANCE FLOOR

There are to be no drinks on the dance floor in case of a spillage; non alcoholic or alcoholic beverages.

If a spillage occurs, MCC Staff have the right to close the dancefloor to help with clean up and prevent injury.

Shoes are to be worn at all times while in the venue.

DECORATIONS/ PROPERTY DAMAGE

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface or part of the building. No streamers or other items can be attached to any part of the clubs fittings. The only decorations permitted are table settings and helium balloons, which can be delivered to the club on the day of the function. Confetti is not permitted either inside or outside the premises. All decorations and equipment are to be removed by the client upon completion of the function.

The client will be responsible for any damage that may occur in relation to their function by all guests attending. In addition the client indemnifies Mulgrave Country Club against any claim for loss, damage or theft of any goods belonging to the client or their guests. Mulgrave Country Club strictly adheres to the Health, Liquor Health & Safety Acts and all Federal and State Regulations. The client and their guests also undertake to conform to these regulations as listed.

PARKING

Our car park caters for approximately 140 cars underground and 270 cars aboveground.

CATERING

No in house catering is allowed to be taken off the premises.

RESPONSIBLE SERVICING OF ALCOHOL POLICY

Mulgrave Country Club is committed to the responsible serving of alcohol because we:

- Aim to provide a safe and friendly environment for our guests and staff
- Want to abide by our legal obligations under the Liquor Control Reform Act 1998.

Our staff are trained in the Responsible Serving of Alcohol (RSA). We seek the co-operation of patrons to assist us in achieving our aim to provide the best possible experience for you and your guests.

Therefore, we adopt the following RSA practices for functions:

Whilst the final decision in respect to RSA issues will at all times be the responsibility of the venue, we require you to nominate a responsible person to assist our staff with any issues regarding liquor service at your function.

Minors will be required to be identified, and will not be served alcohol during the function.

Water and non-alcoholic beverages will be readily available at all times.

Guests will be asked before glasses are topped up with alcoholic drinks.

We reserve the right to stop the supply of alcohol to the function guests, or any particular guest/s if it becomes apparent at any time (even prior to scheduled finish) that the guests are intoxicated.

Guests who are intoxicated will not be served any alcohol and will be required to leave the premises.

All guests are encouraged to ensure they have safe transport from the function.

Staff will offer to call a taxi for any guest/s they consider should not be driving.

Patrons must carry appropriate identification at all times whilst on club premises. Under aged patrons must not be supplied with alcohol and must be accompanied by a responsible adult. No alcohol or other beverages are to be brought onto the club premises unless being used as presents or prizes. All beverage presents or prizes must be taken from the club unopened. The bar will close 15 minutes prior to scheduled function conclusion time.

We respect our neighbors, and encourage our customers to leave the premises in a manner that does not disturb the amenity of the area.

We know that you will agree with the sentiments of this policy, and it is understood when you book your function. Your co-operation with the objectives set out above is a term of the contract between us. We will not be liable for any loss experienced by you or your guests by the implementation of any of the elements of this policy.





FUNCTION DETAILS

FUNCTION DATE: ____ / ____ / ____ START/ FINISH TIME: _____ AM / PM | _____ AM / PM

COMPANY NAME: _____

I/we have read and accept the terms and conditions above and the Mulgrave Country Club's Responsible Serving of Alcohol Policy.

NAME OF EVENT: _____

CONTACT PERSON: _____

CLIENT CONTACT NUMBER: _____

CLIENT EMAIL ADDRESS: _____

FUNCTION ROOM: Heritage Panorama Mulgrave Mulgrave + Extension
 Club Room Cabana Terrace

PACKAGE CHOICE: Cocktail Banquet Cabana Package Forno Package
 Full Day Conference Half Day Conference Quarter Day Conference Barefoot Bowls

FOR CABANA/FORNO: Package option 1 Package option 2 Package option 3

CLIENT'S SIGNATURE _____

FUNCTION MANAGER'S SIGNATURE _____

DATE: ____ / ____ / ____

DATE: ____ / ____ / ____

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PAYMENT DETAILS

NAME ON CARD: _____

TYPE OF CARD: Visa Mastercard Amex

(0.38% surcharge applies to Visa/Mastercard or 1% to Amex transactions)

CARD NUMBER:

EXPIRY DATE: /

CVV/SECURITY CODE*:

*VISA AND MASTERCARD- Last 3 digits on back of card. AMEX- 4 Digits on front top right of card

BILLING ADDRESS: _____

CITY: _____ STATE: _____ POST CODE: _____

CONTACT PHONE NUMBER: _____

By signing this document, I authorise the Mulgrave Country Club to use my credit card details, provided above, to collect any money should damages be done to the venue in relation to my function. Final amount will be determined by the General Manager.

CARD HOLDER'S SIGNATURE

DATE: ____ / ____ / ____ FUNCTION DATE: ____ / ____ / ____

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