



FUNCTIONS & EVENTS

FUNCTION PACKAGE

WELCOME

Flexible spaces. Friendly service. Memorable occasions.

Thank you for considering Wauchope RSL Club for your function. This package provides an overview of our rooms, catering options and booking requirements. Our menus are a starting point and can be tailored to suit your event and dietary needs.

For premium menus, alternative selections or special dietary requirements, please speak with our Catering Manager. Sunday and public holiday rates apply.

Jared Hartmann | Catering Manager

02 6585 2244 | 0436 356 114

jared.hartmann@wauchope-srl.com.au

Cnr Young & Cameron Streets, Wauchope NSW 2446





FUNCTION BOOKING FORM

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1. EVENT DETAILS

Date of function _____

Type of function _____

Room _____

Deposit amount \$ _____

Name / organisation _____

Address _____

Phone / mobile _____

Email _____

Arrival time _____

Service time _____

Menu style _____

Number of adults _____

Number of children under 12 _____

Service time must be no later than 7.00 pm.

2. GROUP TYPE

Community group ☐	Sporting group ☐
Not-for-profit charity organisation ☐	Wauchope RSL Club sponsored group ☐

3. PAYMENT & BAR INFORMATION

- A \$200 account deposit is payable when the function sheets are returned.
- Room hire, projector hire and catering must be paid in full before the function date.
- All refreshments are payable on the day of the function.
- Cancellations within 7 days of the function are non-refundable.
- Bar person required (minimum 50 guests: no charge): Yes ☐ No ☐
- For fewer than 50 guests, charges may apply with a minimum 2-hour call. Sunday and public holiday bar staff rates apply regardless of guest numbers.



FUNCTION BOOKING FORM

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4. FUNCTION REQUIREMENTS

Special dietary requirements

Head table required: Yes / No Number at head table

Cake table required: Yes / No

Microphone: Yes / No (not available in Lone Pine Room)

Whiteboard: Yes / No _____

Serviette colour _____

5. ROOM & SET-UP FEES

Item	Fee incl. GST
Data projector - select Yes / No	\$55.00
Room hire	\$100.00
Function up to 50 guests with full set-up	\$100.00
Function 50-100 guests with full set-up	\$150.00
Function 100+ guests with full set-up	\$200.00

Tablecloths are included. Chair covers are available at an additional cost.

Total room set-up fee \$

Prices are subject to change without notice.

ROOM CAPACITIES

Room	Seated	Carvery
Rosewood Room (FR/1)	70	70
Lone Pine Room (FR/2)	40	-
Lasiandra Room (FR/3)	54	54
Auditorium 1	125	-
Auditorium 2	125	-

BOOKING TERMS

- A booking is confirmed when completed function sheets are returned to the Club.
- Sunday and public holiday rates apply to function bookings.
- Unless otherwise arranged, colour schemes will be selected from the Club colour range.
- Final guest numbers must be provided at least 7 days before the function date.
- Final numbers will be used to calculate the amount charged.
- Additional requests can be discussed with the Club.
- Late service incurs an additional cost of \$25.00 per hour.
- Club dress regulations apply to all functions. Please refer to the notice board in the foyer.

Signed _____

Function organiser date

Notes _____



REFRESHMENT REQUIREMENTS

BAR & BEVERAGE DETAILS

Date of function _____

Name _____

Address _____

Phone / mobile _____

Email _____

Type of function _____

Arrival time _____

Service time _____

Bar service: a bar person is no charge for functions of 50 guests or more. For fewer than 50 guests, charges may apply with a minimum 2-hour call. Sunday and public holiday rates apply.

Dry till required: Yes / No If yes, amount \$

BEVERAGE REQUIREMENTS

Please record the quantity and type required. Rosewood Room offers bottled beer and wine only. Tap beer is not available in this room.

☐ Tooheys New	☐ Tooheys Old	☐ XXXX Gold
☐ Carlton Dry	☐ VB	☐ Great Northern Original
☐ Super Crisp	☐ Pure Blonde	☐ Cascade Light
☐ Hahn Light	☐ Corona	☐

Wine is available by the glass: white, red and sparkling. Soft drinks, water and juices are also available.

Jugs of water required on tables: Yes / No



SKETCH YOUR PREFERRED LAYOUT

HOT PLATTER - FIRST CHOICE

\$110.00 per platter incl. GST

10 chicken sticks
20 flame-grilled meatballs
20 cocktail spring rolls
20 cocktail samosas
10 party pies
10 party sausage rolls
Tomato and sweet chilli sauce

Serves 10

HOT PLATTER - SECOND CHOICE

\$120.00 per platter incl. GST

24 vegetarian moneybags
24 spinach and feta pastizzi
12 panko crumbed prawns
12 chicken chilli tenders
12 mini quiches
12 fish cocktails
Tartare and sweet chilli sauce

Serves 12

MIXED SANDWICH PLATTER

\$100.00 per platter incl. GST

Approximately 9 sandwiches

Serves 10

COLD NIBBLY PLATTER

\$85.00 per platter incl. GST

Cubed cheese
Cabanossi
Jatz biscuits
Cocktail onions, gherkins and olives
Carrot and celery sticks
Homemade dip

HORS D'OEUVRE PLATTERS

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MIXED SWEET PLATTER

\$75.00 per platter incl. GST

Selection of cakes and slices

Serves 10

FRESH FRUIT PLATTER

\$75.00 per platter incl. GST

Selection of fresh fruit

GF, COELIAC & LACTOSE-FREE PLATTER

\$140.00 per platter incl. GST

Special dietary platter prepared for gluten-free, coeliac and lactose-free requirements

Serves 10

TEA & COFFEE

Tea and coffee - crockery

\$3.00 per person

Number of guests: _____

Tea, coffee and biscuits - crockery

\$4.00 per person

Number of guests: _____

Prices are subject to change without notice.



ROAST CARVERY MENU

MINIMUM 20 GUESTS

\$40.00 per person incl. GST

TWO-COURSE ROAST CARVERY

Select two meats

- ☐ Slow-roasted rump of beef
- ☐ Roast pork leg
- ☐ Roast lamb leg

Included with your menu

Roast potatoes and roast pumpkin
Peas and carrots
Cauliflower mornay
Gravy
Selection of condiments
Assorted desserts
Fresh bread roll
Buffet tea and coffee

Prices are subject to change without notice.



CHRISTMAS MENU

MINIMUM 30 GUESTS

\$42.00 per person incl. GST

Select two meats and two desserts

MAINS

- ☐ Honey-baked leg ham
- ☐ Roast pork
- ☐ Turkey breast

All mains are served with seasonal roast vegetables, cauliflower bake, cranberry sauce, apple sauce and gravy.

DESSERTS

- ☐ Individual pavlova with fresh fruit and thickened cream
- ☐ Individual plum pudding with brandy custard
- ☐ House-made sticky date pudding with butterscotch sauce

Prices are subject to change without notice.



KIDS' PARTY MENU

FUN, SIMPLE OPTIONS FOR YOUNG GUESTS

KIDS' PARTY HOT PLATTER

\$120.00

Mini ham and pineapple pizzas
Chicken nuggets
Party pies
Fish bites
Cheeseburger sliders
Chips with tomato and BBQ sauce

Serves 10

KIDS' PARTY COLD PLATTER

\$90.00

Mixed sandwiches
Fairy bread
Fresh fruit

Serves 10

CANDY BUFFET

Assortment of lollies and chips

\$50

\$100

\$200

Slushies and cold drinks are available from the bar.