

Cocktail Functions

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The Keilor Hotel
Cocktail Function Packages 2025



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Platters

Serves approx. 10-12 persons

Sandwich Platter - \$90 (40 pieces)

A variety of gourmet sandwiches with vegetarian options available

Antipasto platter- \$160

Assortment of cold meats, including a selection of prosciutto, hot salami, Virginian ham, Italian sausage, house made dips, sliced bread, olives & rice crackers with a selection of three cheeses

Asian Platter- \$95 (40 pieces)

A collection of samosas, spring rolls, dim sims & car sui beef meat balls, accompanied by a variety of dipping sauces

Meat Skewer Platter (gf)- \$120 (30 pieces)

Tandoori chicken, Malaysian beef satay skewers & lamb kebab marinated skewers serves with dipping sauce

Vegetable Skewer Platter (v)(gf) - \$90 (40 pieces) (vegan upon request)

Vegetable skewers with capsicum, mushroom, red onion, haloumi cheese, pumpkin nam jim skewers

Sliders Platter - \$120 (22 pieces)

selection of shredded slow cooked pork, beefs & chicken with coleslaw & relish

Bakery Platter- \$100 (40 pieces)

A selection of pies, sausage rolls & pastizzis served with dipping sauce

Arancini Platter (v)- \$95 (40 pieces) (gf upon request)

Rice balls filled with pumpkin & parmesan cheese with a lightly panko crumbed coating, served with aioli

Calamari Platter- \$120 (50 pieces) (gf upon request)

Salt & pepper Calamari served with tartare sauce

Dessert Platter- \$100

Assorted cakes, slices, tarts, gateaux tarts and mousses

Slices Fruit Platter- \$90

A selection of fresh seasonal fruit



Premium Cocktail Package

\$38pp
(Minimum of 50 persons- 1.5 hours)

choose from a selection of:
2 cold items and 4 hot items

\$42pp
(Minimum of 50 persons - 2 hours)

choose from a selection of:
2 cold items and 6 hot
or
3 cold items and 5 hot items

All made in house by our team of chefs

Cold Items

Goat cheese and beetroot tartlets
Smoked salmon tarts with chives and cream cheese
Mini quiches- selection of fillings to choose from:
*Goats cheese and caramelised onion
*mushroom and spinach
*Fetta and pumpkin
Mini bruschetta
Ricotta, avocado & cherry tomato crostini served with fresh basil

Hot Items

Salt and pepper calamari, served with tartare sauce
Arancini filled with pumpkin and parmesan cheese, served with aioli
House made beef meat balls, served with spicy barbeque sauce
Ravioli, served with pesto or house made Napoli sauce
House made spinach and ricotta rolls, served with chipotle mayo
Assortment of gourmet pizza
Gourmet pies and house made sausage rolls, served with dipping sauce
Mini cheeseburger and/ or vegan burgers
Gourmet sliders: shredded pork, beef or chicken with coleslaw and relish
fish and chips, served in cones



Grazing Table

What do our Grazing Tables include?

Assorted house- made dips
Assorted bread rolls, bread sticks and water crackers
Platters of cold meats, including a selection of prosciutto, hot salami, Virginian ham & Italian sausage
Assortment of cheese, Typically including 4 varieties such as blue, a triple cream brie, a semi-soft and cheddar
Assorted marinated olives, vegetables and pickles
A selection of fresh seasonal fruit and vegetables ;
Dried fruit and nuts



Function Booking Terms and Conditions

Cocktail Service

- Cocktail platters are available at different cost levels.
- Cocktail selection must be booked at least 10 days before the function.
- Cocktail Menu available on application. Generally, the food is served from 6.00pm until 9.30pm.
- If linen is required this is charged at \$10 per table cloth (this cost is included in set menu functions)

Seated Functions

- We can cater for up to 200 people comfortably for sit-down dinners.
- We have round tables that seat a maximum of 8 people per table.
- If linen is required this is charged at \$10 per table cloth (this cost is included in set menu functions)
- If staff are required to set up decorations; this will be charged at \$50 per hour.
- If staff are required to move a table on the day of a function, this is charged at \$40 per table.
- All set menu meals are alternate service or single dish options.
- Food selection, final numbers & floor plans must be confirmed 10 days before your function.

Running a Beverage Tab

- You are able to run a beverage tab. The most popular is the range of beers on tap, house wines, sparkling wine, juice, and soft drinks.
- At any time during the function, you can add products.
- Tea and coffee station can be set up with prior notice given and are charged at \$2.50 per cup used.
- At any time you may acquire your tab's balance, it will be provided by asking the Manager on duty.
- An itemised tax receipt is available at the end of the night if required.

Entertainment

- We can provide a speaker (with an optional microphone) for your event which can connect to a device such as a phone via Bluetooth to play music.
- When booking a DJ or a band for your event, please be aware that, as we are a residentially zoned venue, music volume must be kept at a reasonable volume. Management reserve the right to enforce a reduction in volume should the music be unreasonably high.
- Assistance can be provided in booking entertainment from companies we have used previously.

Can I bring my own food?

- All functions held at the Keilor Hotel must be catered for by the Hotel.
- No outside food may be brought in, this also extends to alcohol.
- The exception to this rule is a celebration cake where charges apply.
- If bringing in a cake the cake must be purchased via a licensed kitchen due to Government regulations and food safety.
- ‘Cakeage’ charges; (includes cutlery, side plates, and napkins)
 - \$2.50/p slice of platter cakeage
 - \$4.50/p for plated cake by staff including cream and coulis

Hours of Operation

- The Marquee & Vinery function rooms are available from 11am until Midnight
- Bar service & entertainment closes 30 minutes before end of the function
- Taste Room function space is available from 11am until 10pm

Function Booking terms and conditions

Decorations

- Provided the room is not in use, you may decorate or setup prior to the function. However anything that may be detrimental to the property is strictly forbidden, please consult with the function manager prior to this.
- We also do not allow confetti or table sprinkles due to clean up issues. Additional cleaning fees may be charged if the function has created cleaning requirements above and beyond normal cleaning.

Security

- For the safety and security of our patrons, all functions booked will be subject to additional hiring of security with costs passed on. As a general rule, 1 security guard from 70 to 100 persons and 2 security guards for 100 to 170 persons. The Keilor Hotel reserves the right to assess each function as to the number of security needed. Security guards are charged at \$295 each for 5 hours, if additional time is required charges will apply.
- Management reserves the right to shut down your function should there be a breach of the terms and conditions of your function.

Confirmed Bookings / Deposit / Paid/ Cancellation

- A deposit of \$200 is required to confirm the booking. Your booking is not confirmed until we receive the deposit.
- Cancellation Notice: 1 month or less no refund, 1-2 months 25%, 2 or more 50% refund.
- The balance of your function is to be finalised 10 days prior to your function and confirmed numbers are also required at the same time.

Minimum Spend

- If booking the Marquee the minimum spend is \$1,500 (Mon - Thurs), \$4500 (Fridays), \$5,000 (Saturdays & Sundays)
- This can be broken up between food, beverage and incidentals i.e. spending \$2000 on food and beverage tab for \$2500

- If booking the Vinery the minimum spend is \$1,500 (Mon - Thurs), \$4000 (Fridays), \$4,500 (Saturdays & Sundays)
(\$1000 of minimum spend is to be included on bar - Marquee/Vinery)

-Requesting of booking both Vinery and Marquee requires a \$8000 minimum spend.

-Minimum spend in the Taste Room is \$1,500 (Mon - Fri) and \$2000 (Sat & Sun)

-All functions are based on a 5 hour duration extended time will be charged at \$140 per hour.

Pre-Nuptials

- We have a superb garden area for wedding ceremonies which you are more than welcome to come down and see. We charge \$450 for this usage unless included in your selected function package Conditions and minimum spend apply. See our Wedding Function Package for further details on catering for your wedding.

Floor Plans and Table Layouts

- Floor plans and table layouts must be approved prior to the day of the function and management reserve the right to refuse certain table layouts should they be impractical and/or cause a safety concern. i.e block exits or walkways

-Due to health and safety tables must not be moved on the day - if tables are required to be moved on the day, this is charged at \$40 per table