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# THE BRITISH HOTEL PORT ADELAIDE FUNCTION PACKAGE

*Social  
Corporate  
Weddings  
Engagements*



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*The British Hotel*  
**PORT ADELAIDE**  
est. 1847



# THE BRITISH HOTEL PORT ADELAIDE



The landmark British Hotel established in 1847 is located on the waterfront in historic Port Adelaide.

With four unique functions rooms, including an upstairs room with a large balcony overlooking the Port, as well as a stunning stone cellar, we will cater any type of event.

Our dedicated team have been trained to create individual and memorable events. We pride ourselves on our versatility, and aim to understand our clients and their guests to create truly personal functions.

This information package is designed to give you an understanding of what we offer however our functions coordinator will work closely with you to plan the details of your next event

## CONTACT US

**British Hotel Port Adelaide**

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# GENERAL INFORMATION

## **Beverages**

There is no minimum spend over the bar for functions. We offer two options for drink tabs

☒ A full tab—each individual drinks is charged to your tab.

☒ Subsidised drinks—your guests pay a decided amount per drink and the remainder is charged to the tab.

For each of these options the functions manager will discuss with you which beverages are included/excluded as well as the maximum spend.

## **Cakeage**

If you are wanting to provide your own cake for a function there is a \$40 fee for 10-40 people or \$60 for 41 plus. there is also a \$4.00 to serve with accompaniments such as cream and coulis if you chose it. Alternatively we can also supply a range of cakes, We are able to provide you with a list of cakes if requested.

## **Corkage**

The cost of corkage is \$25 per bottle of wine however this must be pre-approved by Management. We do not allow large quantities of any alcohol to be brought in. All other beverages must be supplied through us including spirits, liqueurs, beer, cider, soft drink and juice.

## **Setting Up**

The cost of room hire includes linen table cloths for each table surface. If you wish to use extra decorations, you may bring them in at a time negotiated with the functions manager, usually the morning of/night before the function. Anything you wish to keep must be picked up the following day. \*additional cost for more involved set up

## **Deposits & Payment**

In order to confirm your booking, a deposit of the room hire is required. Extra costs (as stated below) must also be paid with the deposit. Payment for the remainder of the function must be paid prior to the function unless negotiated in advance.

## **Additional Costs**

Prices listed are subject to change based on additional labour needed including a potential \$200 fee for security. This is at the Manager's discretion. Some functions will require a \$500 refundable bond to cover potential damages and will be refunded after the function has taken place providing no damage has been caused to property. Sunday functions incur a higher room hire fee. Upstairs \$500, Riverside/Bistro \$400 and Cellar \$250.

## **Photography and Musicians**

We have a number of contacts for musicians and DJ's and also Ever After Entertainment for photo booth hire, available for all types of events. For more information and pricing speak to one of our staff.

# OUR ROOMS

## UPSTAIRS FUNCTION ROOM

**Our private function room is located on the first floor and includes a large balcony overlooking the Port River, private bar, big screen TV & DVD player, both I-pod and laptop compatible.**

**The room also has a ceiling mounted projector and large screen. It is ideal for all larger private functions, from birthdays and weddings, to business meetings and conferences.**

**Both large and small groups will enjoy the amenities and atmosphere of this popular space.**

**Capacity Seated: 48 persons  
Cocktail/Standing: 110 persons  
Theatre Style: 60 persons**

**Room Hire: \$400\*  
Sunday \$500\***



\* Some functions may incur a fee for extra labour, security or a refundable bond.  
This is at the Manager's discretion.

# OUR ROOMS

## THE CELLAR

The cellar is a unique space for an intimate gathering. It has a large table for a small number of guests to enjoy a quiet dinner or small cocktail function.

**Capacity Seated: 14 persons**  
**Cocktail/ Standing: 20-25 persons**

**Room Hire: \$150\***  
**Sundays \$250\***



\* Some functions may incur a fee for extra labour, security or a refundable bond.  
This is at the Manager's discretion.

# OUR ROOMS

## THE RIVERSIDE

The riverside is an attractive backdrop for any event. Situated at the Port River end of the hotel it is ideal for both cocktail & a la carte events. With easy access to the bar, it is a versatile room for any occasion.

**Capacity Seated: 70 persons**  
**Cocktail/Standing: 130 persons**  
**Theatre Style: 80 persons**

**Room Hire: \$300\***  
**Sunday \$400\***



\* Some functions may incur a fee for extra labour, security or a refundable bond.  
This is at the Manager's discretion.

# OUR ROOMS

## THE BISTRO

This room is a flexible space which can cater for large scale cocktail parties, as well as smaller group gatherings. It has a more casual feel with easy access to both the beer garden as well as front bar.

**Capacity Seated: 70 persons**  
**Cocktail/Standing: 130 persons**  
**Theatre Style: 80-100 persons**

**Room Hire: \$300\***  
**Sunday \$400\***



\* Some functions may incur a fee for extra labour, security or a refundable bond.  
This is at the Manager's discretion.

# MORNING/AFTERNOON TEA

## PLATTERS

	Half	Full
o Fresh Fruit	\$40	\$60
o Petite Muffins (assorted)	\$25	\$50
o Mini Danishes (assorted)	\$25	\$50
o Scones w/Jam & Cream	\$25	\$45

## GLUTEN FREE OPTIONS

	Half	Full
o Lamingtons	\$40	\$70
o Chocolate Brownies	\$35	\$60
o Banana Bread	\$35	\$60

## DESSERT PLATTER OPTIONS

### House Made

o Mini Lemon Tart	\$60
o Mini Pavlova w/fruit and berry coulis	\$60
o Mini Churros (VGO)	\$60

## PER PERSON ITEMS

o Sandwiches (assorted)	\$7 Each
o Mini Ham & Cheese Croissants	\$6 Each

## TEA & COFFEE

	1-4 Hours	4+ Hours
Tea, Coffee & Biscuit Station	\$25	\$40
o 1 - 10 People	\$45	\$80
o 11 - 20 People	\$65	\$100
o 21 - 30 people	\$85	\$120
o 30+ People		

## EXTRAS

o Espresso Machine Coffees*	\$4 Each*
o Jugs of Juice (orange, pineapple or apple)	\$14 Each

We also can cater for Lactose Free, Soy, Almond, Skim and Full Cream Milk Options

All Platter and Function Food choices must be in no later than two weeks prior to your function.

All platters have approximately 20-30 Pieces

Each platter will feed 8-10 guests comfortably as a light snack cocktail option or 4-5 guests as a main cocktail option.



# FUNCTION PLATTER OPTIONS

## HOUSE MADE PLATTERS

- Duo of Dips w/ Crudities & Lavosh\* \$60
- Smoked Salmon, Avocado & Cherry Tomato Tarts\* \$65
- Sweet Potato, Fetta & Walnut Sausage Rolls (V) \$65
- Roast Capsicum, Semi Dried Tomato, Caramelised Onion & Pesto Puffs (VG) \$65
- British Salt & Pepper Squid (GF) \$70
- Crispy Spiced Chicken Tenderloins (GF) \$70
- Thai Chicken Meatballs\* \$70
- Meat Lovers Pizza \$75
- Vegetarian Pizza (V) \$75
- Angel Beef Sliders w/ Burger Cheese, Tomato, Caramelised Onion & Aioli \$80

## READY MADE PLATTERS

- Crumbed Whiting Goujons \$60
- Panko Crumbed Cauliflower (V) \$60
- Pumpkin Arancini (V) \$65
- Crumbed Mozzarella Sticks (V) \$65
- Vegetable Spring Rolls/Onion Rings Combo (V) \$65
- Chick Pea Falafel Rissoles (VG)(GF) \$65
- Spinach & Fetta Triangles (V) \$70
- Devil Chicken Tenders \$70
- Panko Crumbed Prawns \$70
- Lamb Kofta \$70
- Crumbed Garlic Butter Chicken Balls \$75
- Chickpea, Spinach & Caramelised Onion Roll Slices (VG) \$80

## FOR THE KIDS

- Tempura Chicken Breast Pops \$50
- Mini Dagwood Dogs \$60
- Patties Pies/ Patties Pasties/ Patties S/Rolls \$65

All platters have approximately 20-30 Pieces

Each platter will feed 8-10 guests comfortably as a light snack cocktail option or 4-5 guests as a main cocktail option.

# SET MENU OPTIONS

## STARTERS TO SHARE

**\$6 p/p + \$4 p/c**

### **House Made Dip**

w/ Lavosh & Crudities

### **Garlic Ciabatta Bread Slice**

w/ Optional Cheese

## ENTREE CHOICES

**\$14 p/p + \$6 p/c**

### **Beef Sliders (2)**

w/ Burger Cheese, Tomato, Caramlised Onion Relish & Aioli

### **Watermelon Salad (V)(GF)**

w/ Cucumber, Baby Spinach, Feta, Mint & Balsamic Glaze

### **Crispy Chicken Tender Salad (GF)**

w/ Cherry Tomato, Cucumber, Carrot, Red Onion and  
Sweet Lime & Chilli Dressing

## MAIN CHOICES

**\$25 p/p + \$9 p/c**

### **Beef Rump (GF)**

w/ Mash, Green Beans & Mushroom Gravy

### **Crumbed Garfish**

w/ Creamy Potato and Caper Salad,  
Shredded Snow Peas & Lemon

### **Vegan Lasagne (VG)**

w/ Baby Spinach Salad, Balsamic Glaze

### **Chicken Breast (GF)**

w/ Sweet Potato Mash, Broccolini & Seeded Mustard Cream Sauce

# SET MENU OPTIONS

## MAIN CHOICES

**\$38 p/p + \$8 p/c**

### **Lamb Cutlets (GF)**

w/ Crushed Jacket Roast Potato, Caramelised Onion, Peas & British Gravy

### **Barramundi Fillet (GF)**

w/ Steamed Jasmine Rice, Mango Salsa, Balsamic Glaze & Fried Chives

### **Cornflake Crumbed Chicken Kiev (GF)**

w/ Roast Pumpkin Mash, Broccolini, Shredded Snow Peas & Seeded Mustard Cream Sauce

## DESSERT CHOICES

**\$10 p/p + \$6 p/c**

### **Baked Lemon & Lime Tart**

w/ Passionfruit Coulis, Meringue Crush & Double Cream

### **Banoffee Tart**

w/ Choc Fudge Sauce, Chocolate Flakes & Cream Chantilly

### **NY Baked Cheesecake**

w/ Berry Coulis, Gingernut Crumb & Cream Chantilly

### **Pavlova (GF)**

w/ Fruit, Berry Coulis & Vanilla Ice Cream

## EXTRAS

<b>Watermelon Sorbet</b>	<b>\$8 P/P</b>
<b>Table Salads</b>	<b>\$10 Each</b>
<b>Table Fries</b>	<b>\$10</b>
<b>Table Wedges</b>	<b>\$14</b>
<b>Table Sweet Potato Fries</b>	<b>\$12</b>
<b>Ciabatta Dinner Roll &amp; Butter Portion</b>	<b>\$2 P/P</b>

# TERMS AND CONDITIONS

**Reservations:** The British Hotel, Port Adelaide will hold a tentative reservation for a maximum of two weeks. If confirmation is not received during this period management reserves the right to cancel the booking and allocate the venue to another client.

**Confirmation:** Confirmation of a function booking must be made by payment of a deposit within 14 days of the original reservation and accompanied by a signed copy of Terms & conditions. Management reserves the right to cancel the booking when confirmation is not received within this time limit. Deposits are charged on the room hire cost according to the room required for the function or a negotiated deposit amount for functions that do not attract a room hire fee.

**Final Numbers:** Anticipated numbers are requested when deposit is paid. Final numbers are required 14 working days prior to your event. This final number will represent the minimum number of guests for which you will be charged.

**Food & Beverage:** All functions must have food provided and catered by The British Hotel, Port Adelaide, unless negotiated prior.

**Menu:** Details of the food and beverage selection menu must be finalized at a minimum of 14 days prior to the function. Special dietary requirements, e.g. gluten free, vegetarians, vegans should be communicated prior. All menus are subject to season and availability and subject to change without notification.

**Commencement & vacating rooms:** The organiser agrees to begin the function at the scheduled time agreed upon. Bar facilities in the room required will be closed 15 minutes prior to closure of the Hotel being midnight every night of the week. Guests must vacate premises no later than 30 minutes after midnight. Access to the function room on the day of the event, for the purpose of setting up should be organised with management.

**Children under 18:** Any minors (under 18 years of age) attending a function at The British Hotel, Port Adelaide must vacate the premises by 12 (midnight) in accordance with the Liquor Licensing Laws. All children under 18 years of age require adult supervision at all times.

**Compliance:** It is understood that the organiser will conduct the function in an orderly manner in full compliance with The British Hotel, Port Adelaide regulations and all laws. The management reserves the right to exclude or eject any persons from The British Hotel Port Adelaide without liability.

**Responsible Service of Alcohol:** The British Hotel promotes the responsible service of alcohol. At no time will intoxicated individuals be served alcohol, if refused alcohol you will be asked to leave the premises immediately.

**Responsibility:** Organisers are financially responsible for any damages/breakages sustained to The British Hotel Port Adelaide, organiser's guests, invitees or other persons attending the function. The British Hotel will not accept any responsibility for the damage or loss of merchandise left prior to or after the function. Some functions will require a \$500 refundable bond at the managements' discretion.

**Displays and Signage:** Organisers are required to advise The British Hotel Port Adelaide, of any displays, signage and/or decorations to be utilised at the function.

**Decorations:** Decorations are to be provided by the customer. The use of confetti or "sprinkle" style table decorations is not allowed. All decorations are to be approved by management before putting up. The use of these items will incur an extra cleaning fee.

**Payment:** All accounts are to be settled prior to, or on the day of the function unless by prior arrangements. Personal cheques will not be accepted. We accept Cash, electronic transfer, Visa, MasterCard or Amex (2% surcharge applies with Amex cards).

**Pricing:** Pricing and conditions are subject to change at any time at the discretion of management.

**Cancellation:** In case of cancellation, The British Hotel Port Adelaide, will refund the deposit up to 30 days prior to the function. Within 30 days of the function we will retain the deposit as compensation for the loss of business.

**Music:** Management reserves the right to control volume levels of all music types in any function to preserve the rights of other hotel guests.

**Smoking:** In accordance with South Australian Government regulations, all Private Function Rooms are non-smoking. Smoking is permitted on balcony and designated areas.

**Security Guards:** To ensure safety, The British Hotel Port Adelaide, will require security guards for certain functions. If security is required for your function you, as the client, will be billed accordingly.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Sign:** \_\_\_\_\_

