

WARWICK RSL MEMORIAL CLUB
65 ALBION ST, WARWICK, QLD
07 4661 1229
reception@warwickrsl.com.au
www.warwickrsl.com.au



Events & Function





Corporate & Private Function Packages

Welcome and thank you for considering the Warwick RSL Memorial Club for your corporate function or Event. The Warwick RSL Memorial Club now has the latest and most modern corporate & function facilities that Warwick has to offer.

Rooms Available

KINGS THEATRE

Our largest space Kings Theatre Function Centre offers two rooms that can be divided into two separate rooms. Both rooms combined create a space large enough for up to 250 guests to be catered for. Kings is fully air-conditioned and has its own amenities. It also sports change rooms as well as a floating modern bar. The AV system is top of the line and includes two Epson projectors & screens, wireless microphones, apple smart TV and full lighting equipment.

FLANDERS and ANZAC ROOM

The Flanders room is located in the back half of Kings Theatre and Anzac at the front when divided and comes with its own Epson projector system and audio facilities. These rooms are ideal for workshop and meetings over 50 people. Anzac also has a stage and bar available if required.

SOUTHERN CROSS ROOM

The Southern Cross room offers a smaller intimate space for both corporate and family functions. It has its own Epson projector and screen with its own AV system cabinet & equipment making it perfect for groups of 50 or less.

Room Hire Fees & Charges

Southern Cross - \$100 per hour or \$200 per day

Flanders Room - \$100 per hour or \$200 per day

Anzac Room - \$200 per hour or \$300 per day

Kings Theatre - \$500 per day with 1 bar attendant (\$40 per hour for extra bar attendant)

Meeting Room - \$50 per hour or \$100 per day

Inclusions

Set up & cleaning of function rooms

White linen table cloths

Use of Audio Visual Equipment

Tea & Coffee Station with server

Note: Tea & Coffee Station only included in Meal Packages

Security

All 18th & 21st Birthday parties and all other events of a similar nature will require security for the evening which can be arranged by the Warwick RSL for \$300 for up to 5 hours.

Deposit

A non-refundable deposit of \$200 may be required to secure your booking for your function or event.



Important Information

Confirmation of Final Numbers

For catering purposes, final numbers MUST be finalised 14 days prior to the event & confirmation for room set up 72 hours prior to the event.

Responsible Service of Alcohol

The Warwick RSL Practices Responsible Service of Alcohol in accordance with the Queensland Liquor Act 1992. All staff has QLD RSA Certificates. Anti-social behaviour will not be tolerated at the Warwick RSL and management reserves the right to refuse or cease a function at any time. Legal forms of identification will be required for service of alcohol.

Damages & Insurance

The client assumes responsibility & may be liable for any damage caused by them or their guests, invitees or other people attending the function (this includes all parts of the Warwick RSL). The club shall not be liable for any loss or damage to property of the client brought into the Warwick RSL Club; this includes items left behind after the event.



Nibbles and Appetizers



Sandwich Plate

\$5 per person

- ☞ Ham & Cheese
- ☞ Ham, Cheese & Tomato
- ☞ Chicken & Lettuce
- ☞ Egg Curry

Savoury Plate

\$5 per person

- ☞ Crackers & Cheese & Meat
- ☞ Biscuits & Cake

Hot Plate

\$5 per person

- ☞ Mini Spring roll
- ☞ Dim Sim
- ☞ Samosas
- ☞ Chicken Bites
- ☞ Meat Balls
- ☞ Mini Bites

Tea & Coffee Station with Server

\$5 per person

(Station is included with Alternate Drop at no additional cost)

Discuss your plate options with our friendly staff.

Alternate Drop 1



Choice of two mains and two desserts for \$20 per head

Mains

- ❖ Coconut Chicken Curry served on a bed of rice
- ❖ Chefs Braised Lamb served with rice
- ❖ Battered Fish, Chips, Salad & Sauce
- ❖ Chicken, Bacon & Pumpkin Risotto
- ❖ Sweet & Sour Pork & Rice
- ❖ Beef Lasagne Chips & Salad
- ❖ Chicken Kiev's, Chips & Salad

Desserts

- ❖ Apple Crumble served with Custard
- ❖ Sticky Date Pudding Butterscotch Sauce served with Ice-cream
- ❖ Chocolate slab cake finished with a berry sauce and a side of ice cream
- ❖ Carrot slab cake finished with a berry sauce and a side of ice cream.

NOTE: If own cake supplied, Cut, and served with Ice cream & a berry sauce \$3per head

Alternate Drop 2



Choice of two mains with your choice of sides and two desserts for
\$25 per head

Mains

- ❖ Char Grilled 200g Sirloin Steak
- ❖ Golden Fried Premium Chicken Schnitzel
- ❖ Crisp Golden Herb & Panko Crumbed Pork Cutlet
- ❖ Crispy Golden Fried Beer Battered Snapper Fillet

Sides

- ❖ Mashed potatoes with Vegetables
- ❖ Salad and Chips

Desserts

- ❖ Lemon Tart
- ❖ Baileys & white Chocolate Cheesecake
- ❖ Mini Pavlovas with seasoned fruit and cream

NOTE: If own cake supplied, Cut, and served with Ice cream & a berry sauce \$3per head

Alternate Drop 3



Choice of two mains with your choice of sides and dessert for \$35 per head

Mains

- ❖ Herb & parmesan crumbed lamb cutlets (2) golden fried served with potato bake, broccoli & rich red currant jus.
- ❖ Char grilled 250g(premium) Rib fillet steak with creamy garlic mash potato, snow peas & red wine jus.
- ❖ Bacon wrapped chicken breast grilled golden & oven finished with caramelised leek & sweet potato mash green beans and rich jus.
- ❖ Ale braised pork belly with fennel, potato bake braised cabbage and sweet maple mustard glaze.

Desserts

- ❖ Tim Tam, Espresso Cheesecake with Hazelnut Praline and Vanilla Ice-cream
- ❖ Double Rich Chocolate Cake with Butterscotch sauce and Ice-cream

NOTE: If own cake supplied, Cut, and served with Ice cream & a berry sauce \$3per head



Function Terms & Conditions

Thank you for considering the Warwick RSL Services & Citizens Memorial Club Inc. as the location for your special event. To ensure the smooth operation of your function, we ask you to please read the following terms & conditions. Should you have any questions in regards to this, please do not hesitate to contact us.

TERMS

No outside food or beverages of any kind will be permitted onto the premises. All food and beverage (including any alcohol beverages) must be provided by the Club. No food or beverages may be removed from the premises (with the exception of celebratory cakes e.g.: wedding & birthday cakes) as per the Liquor Act 1992, Local Council Food Safety and Queensland Health Regulations. The Warwick RSL Services & Citizens Memorial Club Inc. reserves the right to cancel a function/event should the function/event be seen to prejudice the reputation of the Warwick RSL Service & Citizens Club Inc.

SERVICE

The Club will provide the function area in a good, clean condition, set to the agreed layout and staff the function accordingly. The Club will provide your function with the agreed catering of food and beverages (where applicable).

CONTACT PERSON FOR YOUR FUNCTION

As you can appreciate, for large functions, there are many people who would like to have their input and make decisions on behalf of all attending. This includes weddings, black tie events and the like. When required the Club may request that you nominate a 'contact person' who will be the ONLY person who can represent yourself and/or the organisers on matters relating to bar tabs, menu choices, decorations and the like. Questions from the Club will only be directed to this nominated person.

Function Terms & Conditions

CONDUCT OF THE EVENT

Guests attending an event must conduct themselves in an orderly manner complying with all reasonable direction from Club staff. The Club reserves the right to remove any persons whose behaviour is deemed objectionable, improper or undesirable. If a guest attending the function/event becomes aware of a dangerous or broken item, they must report this immediately to a Club representative. Organisers agree that all minors attending their function/event will be kept under strict supervision. Any minor found consuming alcohol will be removed from the premises and the remainder of the function/event will be cancelled and not refunded. The Club does not permit the use of bubbles, confetti, table scatters, or the like. If you are unsure: please obtain prior approval for decorative or festive items from Management.

RESERVATIONS, BOOKINGS AND CANCELLATIONS

Tentative bookings can be held for a period of up to fourteen (14) days. If after fourteen days the event is not confirmed, the Club may release the booking without notice. Confirmation requires the payment of a non-refundable deposit of \$200 (deducted from the total invoice) or the total of the function if less than \$200. If the function is cancelled within three (3) days of the function date, the Club may charge the client 100% of the food costs together with any specialised requests made by the client that has already incurred a financial outlay by the club.



Function Terms & Conditions

CONFIRMATION OF NUMBERS

Preliminary numbers are required at the time of booking your function. Final numbers attending are to be provided fourteen (14) days prior to the event and the basic food and beverages will be calculated on the greater number of the confirmed and actual attendance figures. No refund will apply should numbers be decreased after confirmation. The Warwick RSL Services & Citizens Memorial Club Inc. reserved the right to only cater for the confirmed number. Payment in full must be made within seven (7) days of the invoice being provided unless other arrangements are confirmed with management.

LIQUOR ACT 1992

All functions are to be held in accordance with the Liquor Act 1992; the Warwick RSL Services & Citizens Memorial Club Inc. reserves the right to refuse entry to any person. Our staff practice and are trained in the responsible service of alcohol. The Club reserves the rights under the Responsible Service of Alcohol to refuse alcohol to anyone who is unduly intoxicated or under the age of 18 years.

SECURITY

If the Club deems it necessary due to the nature of the function, it will provide security guards for the function/event and the full cost to the Club will be added to the function invoice.



Function Terms & Conditions

DAMAGES & PERSONAL PROPERTY

The organiser of the function/event will be held responsible and charged, if applicable, for any damages caused to the Club property during the course of the function/event, by attendees, delegates, representatives and guests. Any property of the client or any other person brought into the Club shall be at the owners risk and the Club shall not be held liable for any loss or damage however this is caused. This includes any and all items left inside the Club after the function/event.

SMOKING

As per Queensland Smoking Regulations, under no circumstances is any guest permitted to smoke inside the Club premises. Club staff will happily advise you of the designated smoking areas for the Club.

UNFORESEEN CIRCUMSTANCES

Should the Club be unable to comply with any of the provisions in this contract by virtue of cessation or interruption of electricity or gas supplies, plant equipment failure, industrial disputes or any unforeseen contingency or accident, the Club reserves the right to cancel any booking or refund any deposit without notice.

DIRECTIONS FROM THE CLUB

You agree to comply with any reasonable direction given to you by the senior employee of the Club or his or her delegate when on duty.

MINIMUM NUMBERS

A minimum of 85 guests applies to Kings Theatre. This minimum is charged for the function when less than 85 attend, more than 85 guests attracts a charge per head.

Function Terms & Conditions

ENTERTAINMENT

All entertainment must be approved prior to the booking to ensure it will not conflict with our current entertainment and members. Under no circumstances are guests to provide entertainment without firstly obtaining approval from the Club. Noise restrictions also apply for all entertainment.

INDEMNITY

The client attends the function/event at his/her own risk and agrees to indemnify and keep indemnified the Club against all costs, charges and expenses which may be incurred due to any person suffering injury while at the function/event or due to any loss or damage of the property related directly or indirectly to the function/event.

NO RESPONSIBILITY

The Club will not take any responsibility for any items left on the premises (decorations, pictures, memorabilia, training equipment etc.) before, during or after the function/event.

GOODS & SERVICES ORGANISED BY THE CLIENT

Delivery of hired equipment supplied by the client to the Club must be advised to the Club prior to the delivery and must be delivered to the designated area. The Club will accept no responsibility for the storage, security, set up, transportation, loss or damage to this equipment.

