



- *Weddings* -

AT BURKE & WILLS HOTEL



LENNONS ROOM

20-70 PEOPLE

Everything in one venue! The Lennons Room is available for your intimate ceremony should you choose to also hold your reception at the Burke & Wills Hotel as well. This room creates a classic and elegant backdrop for the moment you both say I do. No wet weather back up is required when booking a beautiful room such as this one. Room hire charge includes chairs, set up & pack down. Make it easy for your guests with your ceremony and reception at the one location.

Lennons Room Hire Fee for Ceremony Only \$400



THE CONSERVATORY

60-150 PEOPLE

Perfect for smaller gatherings, the beautiful Conservatory Room creates a fairytale atmosphere. The old world charm is clearly evident in the picturesque design. Seating 60 people banquet style or 150 people cocktail the Conservatory Room is suited to almost any occasion. This air-conditioned area has its own private bar, in-house music, projector and large format TV. A truly romantic and unforgettable setting for an intimate celebration.

Conservatory Room Hire Fee included in Packages



ALLAN CUNNINGHAM ROOM

80-200 PEOPLE

With high ceilings and romantic lighting, the beautifully designed Allan Cunningham Room is the perfect environment for your special day. Seating 140 people or 200 cocktail style. This air-conditioned area has its own private bar, in-house music, projector and multiple large format TV screens. It is the perfect spot for any group celebration. The hospitality is warm and friendly while the facilities are second to none. Surcharge of \$20pp will apply when under 60 guests.

Allan Cunningham Room Hire Fee included in Packages



KARL LANGER ROOM

40-190 PEOPLE

The epitome of fine taste and classic style, the Karl Langer Room offers a captivating backdrop for a most memorable special occasion. We're sure you will love the flexibility of this air-conditioned space along with the hotel's many facilities. Seating 120 people banquet or 190 cocktail style this room is suited to almost any occasion. The dark timber finish offers warmth and ambient lighting to create the most amazing wedding atmosphere. A surcharge of \$20pp will apply when under 60 guests.

Karl Langer Room Hire Fee included in Packages



COCKTAIL PACKAGE

\$65 per person

COMPLIMENTARY

- Complimentary stay in our Spa Suite for your first night as a married couple

INCLUSIONS

- Six hour room hire for reception
- Choice of 8 canapés from our hot & cold selections w/ 2 substantial choices
- White table linen
- White linen napkins
- Skirted bridal, gift & cake table
- Full wait staff & bar staff
- Lectern
- Microphone
- Coffee & tea station

OPTIONAL EXTRAS

- Selection of five canapés for guests to enjoy prior to the bridal parties arrival \$20.00 pp
- Cake cutting by our available chefs from \$50.00
- Extra room hire \$5.00 pp per hour

OUR EVENTS MANAGER IS PLEASED TO ASSIST WITH

- Lolly buffet
- Chair cover hire
- Chair sash hire
- Tiffany chair hire
- Wedding decorations & complete setups
- DJ services
- Photo booth



COCKTAIL MENU

Your choice of 8 canapés from our hot & cold selections + 2 substantial choices

HOT

- Salt & pepper calamari
- Pork & chive dumplings
- Mini beef mignons ^(GF)
- Home-made spring rolls ^(GF)
- Honey soy chicken wings
- Chilli crab & corn croquettes
- Tempura vegetables w/ Thai dipping sauce ^(GF)
- Mini assorted gourmet pies
- Crumbed camembert
- Beer battered barramundi goujons w/ herb aioli
- Mushroom & feta arancini balls ^(GF)
- Assorted gourmet quiches
- Oysters kilpatrick

COLD

- Traditional bruschetta
- Smoked salmon en croute
- Gazpacho shooters ^(GF)
- Prosciutto wrapped asparagus ^(GF)
- Cucumber cups w/ horseradish & dill cream cheese & caviar ^(GF)
- Fresh rolled sushi (choice of chicken & avocado or prawn & cucumber) ^(GF)
- Chorizo, mozzarella & baby spinach bites
- Creamy chicken salad voulevant
- Oysters natural w/ chefs dressing

SUBSTANTIAL

- Lamb kofta w/ mint hummus ^(GF)
- Satay chicken tenders ^(GF)
- Marinated beef kebabs ^(GF)
- Pulled pork sliders w/ coleslaw
- Chicken schnitzel sliders w/ coleslaw
- Home-made pizzette topped w/ turkey, cranberry & brie



PEARL PACKAGE

\$75 per person

COMPLIMENTARY

- Complimentary stay in our Spa Suite for your first night as a married couple

INCLUSIONS

- Six hour room hire for reception
- A hearty chefs buffet
- White table linen
- White linen napkins
- Skirted bridal, gift & cake table
- Full wait staff & bar staff
- Lectern
- Microphone
- Coffee & tea station

OPTIONAL EXTRAS

- Selection of five canapés for guests to enjoy prior to the bridal parties arrival \$20.00 pp
- Extra room hire \$5.00 pp per hour
- Cake cutting by our available chefs from \$50.00
- Place card & bonbonniere from \$150.00

OUR EVENTS MANAGER IS PLEASED TO ASSIST WITH

- Lolly buffet
- Chair cover hire
- Chair sash hire
- Tiffany chair hire
- Wedding decorations & complete setups
- DJ services
- Photo booth



PEARL BUFFET

Hearty buffet to tantalise your guests tastes sensations

CANAPÉS

- A selection of canapés can be added for an additional \$20 per person

HOT DISHES - please choose 3

- Baked barramundi w/ capsicum, courgette & lime veloute
- Moroccan spiced chicken breast
- Slow roasted lamb w/ mint & garlic
- Lamb korma w/ coconut rice
- Stuffed pork belly w/ apple compote
- Roasted sirloin of beef w/ mustard crust

SIDES - please choose 5

- Potato salad w/ bacon, egg & honey mustard dressing
- Traditional greek salad
- Roast pumpkin & pine nut salad
- Caesar salad
- Honey roasted pumpkin w/ crispy pancetta
- Roasted sweet potato w/ garlic & thyme
- Roasted baby potatoes in parsley butter
- Sautéed green beans & broccoli in a herb butter sauce
- Wok tossed Asian greens w/ oyster sauce

(All served w/ a selection of condiments & freshly baked breads w/ herbed butters)

DESSERT - alternate drop, please choose 2

- Chocolate mud cake on raspberry coulis w/ chantilly cream
- Vanilla baked cheesecake w/ berry compote
- Chocolate mousse w/ chantilly cream & wafers
- Seasonal fruit salad w/ french vanilla ice cream & coulis



RUBY PACKAGE

\$79 per person

COMPLIMENTARY

- Complimentary stay in our Spa Suite for your first night as a married couple
- Dinner for the happy couple to enjoy the two main selections of their chosen wedding menu prior to the big day

INCLUSIONS

- Six hour room hire for reception
- A succulent two course alternate drop menu
- Raspberry coulis & french vanilla ice cream served w/ your supplied cake
- White table linen
- White linen napkins
- Skirted bridal, gift & cake table
- Full wait staff & bar staff
- Lectern
- Microphone
- Coffee & tea station

OPTIONAL EXTRAS

- Selection of five canapés for guests to enjoy prior to the bridal parties arrival \$20.00 pp
- Extra room hire \$5.00 pp per hour
- Cake cutting by our available chefs from \$50.00
- Place card & bonbonniere from \$150.00

OUR EVENTS MANAGER IS PLEASED TO ASSIST WITH

- Lolly buffet
- Chair cover hire
- Chair sash hire
- Tiffany chair hire
- Wedding decorations & complete setups
- DJ services
- Photo booth



RUBY MENU

Alternative drop

CANAPÉS

- A selection of canapés can be added for an additional \$20 per person

ENTREE - please choose 2

- Grilled king prawns w/ avocado puree & mango & chilli salsa
- Vietnamese style grilled beef w/ an Asian salad
- Mediterranean roast vegetable & haloumi stack w/ balsamic glaze
- Peking duck & julienne vegetable rice paper rolls w/ lime & coriander mayo & Asian dipping sauce

MAINS - please choose 2

- Feta & sundried tomato stuffed chicken supreme w/ potato gratin, baby carrots, buttered baby beans & champagne cream sauce
- Eighteen hour slow-cooked grass-fed prime rib served w/ a potato rosti & baby beans, oven-roasted cherry tomatoes & red wine jus
- Slow roasted pistachio crusted lamb rack w/ smashed baby potatoes, broccolini, baby carrots & rosemary jus
- Maple glazed pork OP rib on the bone served w/ sweet potato croquette, oven-roasted cherry tomatoes & balsamic buttered mushrooms
- Mirin glazed Tasmanian salmon fillet served w/ Japanese-style rice cake & asparagus & baby carrots

(Vegetarian options can be arranged if required – please don't hesitate to ask.)

DESSERT

- Raspberry coulis & french vanilla ice cream served w/ your supplied cake



DIAMOND PACKAGE

\$105 per person

COMPLIMENTARY

- Luxury suite for the bride and bridesmaids to get ready in on the day with a bottle of sparkling wine and cheese platter (add a grooms room for \$249.00)
- Complimentary stay in our spa suite for your first night as a married couple
- Dinner for the happy couple to enjoy the two main selections of their chosen wedding menu prior to the big day

INCLUSIONS

- Six hour room hire for reception
- Selection of five canapés for guests to enjoy prior to the bridal parties arrival
- A succulent three course alternate drop menu
- White table linen
- White linen napkins
- Skirted bridal, gift & cake table
- Full wait staff & bar staff
- Lectern
- Microphone
- Coffee & tea station

OPTIONAL EXTRAS

- Selection of five canapés for guests to enjoy prior to the bridal parties arrival \$20.00 pp
- Extra room hire \$5.00 pp per hour
- Cake cutting by our available chefs from \$50.00
- Place card & bonbonniere from \$150.00

OUR EVENTS MANAGER IS PLEASED TO ASSIST WITH

- Lolly buffet
- Chair cover hire
- Chair sash hire
- Tiffany chair hire
- Wedding decorations & complete setups
- DJ services
- Photo booth



DIAMOND MENU

Alternative drop

CANAPÉS

- A selection of five canapés

ENTREE - please choose 2

- Grilled king prawns w/ avocado puree & mango & chilli salsa
- Vietnamese style grilled beef w/ an Asian salad
- Mediterranean roast vegetable & haloumi stack w/ balsamic glaze
- Peking duck & julienne vegetable rice paper rolls w/ lime & coriander mayo & Asian dipping sauce

MAINS - please choose 2

- Feta & sundried tomato stuffed chicken supreme w/ potato gratin, baby carrots, buttered baby beans & champagne cream sauce
- Eighteen hour slow-cooked grass-fed prime rib served w/ a potato rosti & baby beans, oven-roasted cherry tomatoes & red wine jus
- Slow roasted pistachio crusted lamb rack w/ smashed baby potatoes, broccolini, baby carrots & rosemary jus
- Maple glazed pork OP rib on the bone served w/ sweet potato croquette, oven-roasted cherry tomatoes & balsamic buttered mushrooms
- Mirin glazed Tasmanian salmon fillet served w/ Japanese-style rice cake, asparagus & baby carrots

(Vegetarian options can be arranged if required – please don't hesitate to ask.)

DESSERT - please choose 2

- Baileys crème brulee served w/ pistachio biscotti
- Baked Malibu cheesecake served w/ mixed berry compote & double cream
- Individual pavlova w/ fresh whipped cream & seasonal fruit
- Homebaked chocolate brownie served w/ double cream & coulis



B E V E R A G E S

Your choice of cash bar, bar tab or package

Offering a wide range of beverages for all your guests to enjoy. All you have to do is decide if you wish to pay for drinks on a bar tab or as a cash bar. Please contact our friendly Events Manager to discuss your budget and beverage package options.

CASH BAR

Guest purchase their own drinks

BAR TAB

You set a fixed amount and choose a beer & wine selection for your guests enjoyment

STANDARD BEVERAGE PACKAGE*

A selection of basic beers, house wines, soft drinks, juice & spring water.

- 4 hour package \$35 per person

PREMIUM DRINK PACKAGE*

A selection of basic spirits, premium beers & high quality wines, juice & soft drink

- 4 hour package \$49 per person

PRIVATE BAR IN ROOM			
Lennons	Karl Langer	Allan Cunningham	Conservatory
No	Yes	Yes	Yes

The Burke & Wills Hotel offers an extensive range of beverages, however if you have a favourite that is not on our menu then please let us know so we can make arrangements for your event. Contact our Events Manager to discuss any preferences you may have.

**Per Person price is applicable as a substantial meal add-on whereby all attendees are purchasing the package, management reserves the right to enforce Responsible service of Alcohol without compensation.*



CHILDREN'S MENU

\$15.90 per child between 2-12 years

MEALS - please choose 1

- Battered fish & chips w/ salad
- Chicken nuggets w/ chips & salad
- Childrens mini pizza w/ chips & salad

INCLUDES

- Ice cream w/ sprinkles



THANK YOU FOR CONSIDERING US

It is our pleasure to be considered for your next upcoming event or celebration. At Burke & Wills we understand the importance of individuality and we are happy to work with our clients to create a unique and memorable experience. This historical hotel is known for its fun, relaxed and hospitable service. Our friendly staff will all contribute to making your event unforgettable with our quality catering, exceptional service and vibrant atmosphere!

To proceed simply return the completed terms & conditions to the Event Manager



**Please contact our
events manager today**

bw.events@hgroup.com.au

Free Call: 1800 633 679

554 Ruthven Street, Toowoomba Qld 4350

www.burkeandwillshotel.com.au

Correct as of
SEPTEMBER 2018

BURKE & WILLS HOTEL

FUNCTION TERMS & CONDITIONS

1. BOOKING

We welcome tentative bookings which will be held for 7 days from the date of enquiry. To confirm your booking, we require you to complete a Function Payment Contract and return with your room hire fee or applicable deposit payment and a signed copy of these Terms and Conditions. If the required deposit, Function Payment Contract and signed Terms and Conditions are not received within 7 days of your enquiry, management reserves the right to cancel the booking and allocate the space to another customer.

2. DEPOSIT

We require your room hire fee by way of deposit to confirm your booking within 7 days of making your booking. If a room hire fee does not apply the amount equivalent to the room hire fee for that room is payable as a deposit, with the amount being deducted from the final amount payable. Business cheques are only accepted with prior approval. No personal cheques accepted.

3. PAYMENT

Catering: Final numbers of guests attending & payment for catering is required 7 days prior to your event. No refunds will be given on catering after this payment has been made.

Beverage Packages: Payment is to be made 7 days prior to your event.

Bar Tabs: Are to be paid for at the conclusion of your event. A credit card is required in order to set up a bar tab. A pre-authorisation for the value of the bar tab will be processed at the commencement of your event and then a completion of sale processed at the conclusion. If the payment declines, the Burke & Wills Hotel reserves the right to charge the balance owing to the credit card provided on the Function Agreement Form.

4. CANCELLATIONS

All cancellations must be in writing to receive a refund of any monies paid.

If you wish to cancel your function, the following conditions apply:

- If notice is received 30 days prior to the function - the deposit will be refunded in full
- Notice between 14-30 days prior to the function - 50% of deposit is forfeited
- Notice of 7-13 days prior to the function - 100% of deposit is forfeited
- Notice of 6 days or less - all payments forfeited

5. EXTERNAL CATERING

No food or beverages purchased externally may be consumed in the function rooms, outside dining area or restaurant. Celebratory cakes are permitted. Such cakes may be delivered no more than 24 hours prior to your event and must be collected no more than 24 hours after your event. Cakes not collected the following day will be disposed of.

6. SECURITY BOND

All events require a Security Bond to be pre-paid equivalent to the room hire fee relevant for your event to cover damages that may be incurred as a consequence of your event, attendees or associated parties. Where there is no room hire fee payable, the bond will still be payable to the value of normal room hire. This bond will be refunded within 5 business days of your event providing there are no damages. The bond will be refunded in the same manner as it was paid with the exception of cash which will be refunded via EFT (direct deposit).

7. DAMAGES

Any damages incurred whilst staying and using our facilities at Burke & Wills Hotel will be charged to the credit card supplied. Damages include but are not limited to an unreasonable amount of cleaning or damages to carpets, furnishings, walls, linen and fittings.

8. DECORATIONS

Decorations and theming of your event is welcome. Please pre-arrange room access or expected deliveries with our Events Manager. Items may not be fixed to walls using any means. No glitter or confetti allowed on the premises. Wax candles are not permitted due to fire safety reasons. All decorations/theming must be removed at the conclusion of your function. Failure to do so may result in additional fees being deducted from Security Bond.

9. SMOKING POLICY

All of our residential rooms and buildings are strictly non-smoking. Smoking is permitted only in Designated Outdoor Smoking Areas (DOSAs). Please check with our staff for their locations. Please ensure that your cigarette is then placed in the ash trays provided.

10. PHOTOGRAPHS

Burke and Wills Hotel reserves the right to photograph any room setup. These images may be used for internal and external marketing purposes including Social Media. Where a client wishes photographs not be taken of their event they must advise Burke and Wills Hotel in writing of this request. All images taken by Burke and Wills representatives will remain the property of Burke and Wills Hotel.

BURKE & WILLS HOTEL
FUNCTION TERMS & CONDITIONS CONT.

11. ALCOHOL

Burke and Wills Hotel promotes the Responsible Service of Alcohol at all times. Alcohol may only be consumed within the licenced premises and must not be taken into car park. Customers who are unduly intoxicated or disorderly will be asked to leave. Management and staff reserve the right to refuse service or entry to the hotel upon both behavioural and dress standards. All guests attending a function over the age of 18 years must provide acceptable Government issued identification, This includes a driver's licence, 18+ card or passport. Birth certificates are not accepted.

12. NO RESPONSIBILITY

The hotel is not responsible for: theft, damage or loss of any goods brought into the hotel grounds, car park, rooms and facilities.

13. DRESS CODE

All guests and attendees of functions at the Burke & Wills Hotel will be required to maintain a MINIMUM standard of dress as follows:

- No dirty footwear
- Footwear must be worn at ALL TIMES
- No dirty, stained or otherwise poorly maintained clothing at any time
- No pictures or words that may cause offence
- No colours, patches, insignias or badges that represent gangs or clubs
- All patrons must be clean, tidy and presentable

After 5pm:

- No work wear (steel-capped boots, high vis or dirty work wear)
- No shorts, tracksuits or singlets
- No thongs or masseur sandals

14. BUCK'S PARTIES & HEN'S NIGHTS

We welcome all types of celebrations at the Burke and Wills Hotel, provided they operate in accordance with these terms and conditions and a code of conduct. Adult entertainment of any kind is not permitted, including strippers, topless servers or other provocative entertainment. All theming should not offend other guests. Please discuss your intentions with our staff prior to your event to avoid any issues.

15. 18th BIRTHDAYS & 21st BIRTHDAYS

All celebrations of this nature held in a private function room must have security at the host's expense in a ratio of 1 guard per 100 guests. The current rate is \$65 per hour (incl. GST) with a 4-hour minimum engagement (\$260). You are required to pay this fee within 7 days of making your booking to secure the event. We do hope that your experience with us here at the The Burke & Wills Hotel is a relaxed and enjoyable one. Please be assured that the above polices have been implemented to ensure the comfort of both yourself and all other guests of The Burke & Wills Hotel. If there is anything at all we can do for you whilst you are our guest, please do not hesitate to ask.

PLEASE SIGN BELOW

Return a signed copy of these Terms & Conditions to the Burke & Wills Hotel Events Manager to secure your booking.

I, _____ (full name), of _____ (company if applicable),
agree to all terms and conditions that are outlined.

Signed _____ Date _____

Please return this form via email, fax, post or in person and we will send you an invoice for your deposit and finalise confirmation of the booking.