

# Mortdale RSL Functions Packages

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## Take the stress out of organising your next function!

Mortdale RSL's friendly, experienced and professional Functions Team in conjunction with the staff from Morts Grill, are on hand to make your function a success.


Mortdale RSL is an ideal place to host your next Function. We're located just a few hundred metres from Mortdale Station, and offer 3 rooms and a variety of dining options with plenty of other advantages including live entertainment on Friday nights, a courtesy bus to ferry your guests and free on-site parking.

Our Team can cater for a variety of functions from Corporate Meetings with 10 guests to School Formals with 140 guests or a Cocktail Party for 220 guests. Our Functions Team will easily adapt to satisfy your needs.

For any further information, to discuss your Function or to arrange a viewing of our rooms and facilities, please contact our Functions Team by phoning 02 9850 3649 or by emailing [functions@mortdalersl.com.au](mailto:functions@mortdalersl.com.au).

We look forward to hearing from you.

Warm regards,



Matthew Downes

Function Co-ordinator

Mortdale RSL



# Function Terms & Conditions

## Enquiries and Tentative Bookings

Tentative bookings will be held for ten (10) working days. After ten (10) working days, a representative from our Functions Team will contact you, (Event Organiser), to confirm or cancel the tentative booking.

## Confirmation of Bookings

To confirm the booking, the Event Organiser must be a member of the Club. If the Event Organiser is not a member they will need to become a join the Club prior to confirmation of the booking. The confirmation of bookings must include:

- A signed Terms and Conditions form,
- A completed Function Confirmation Form, and
- A Security Deposit of the room hire fee to be paid.

## Event Durations and Surcharges

Commencement and completion times of events are advised in the Confirmation Calendar sent to the Event Organiser. All events are scheduled for five (5) hour durations. If an event exceeds its proposed duration of hours, surcharges will apply for the following:

- Room Hire
- Entertainment
- Food and Beverage Waiters

All Bar Facilities & Entertainment will finish fifteen (15) minutes prior to confirmed completion times. Room hire fee is applicable to all functions.

## Finalising Event Details

Mortdale RSL Club require event details to be finalised twenty eight (28) days prior to event. At this time we ask that you meet with our Functions Coordinator to discuss Food and Beverage options and specific dietary requirements, Entertainment, Room Setup, Decorations, and any special instructions.

## Final Payment

Final Payments are due seven (7) days prior to your function. This payment can be Cash, Bank Cheque, EFTPOS or Credit Card only.

## GST

All prices quoted are inclusive of GST.



## Food and Beverage

Mortdale RSL Club has a delightful range of menus to suit any occasion. The Club does not permit clients to provide their own catering or beverages. Clients are also advised, and therefore are not allowed to remove unconsumed products from the premises. Children aged between five (5) years and twelve (12) years will be charged at half the adult rate. Children under the age of five (5) are not charged. Mortdale RSL Club allows for two options for beverages to be charged during your function. These are:

- Dry till - Beverages charged according to consumption. You nominate how much you would like to spend and specify the beverages you would like to include; or
- Cash bars - All guests pay for their own drinks.

The Club enforces the Responsible Service of Alcohol Laws (RSA) at the venue. All of our employees have a duty of care to all guests attending the function and must ensure guests are not showing signs of intoxication or breaching RSA Laws. It is against the law for Mortdale RSL Club and or its staff, to supply alcohol to any person who is intoxicated and any decision in this matter rests entirely with the management of Mortdale RSL Club.

## Event Cancellation

Any confirmed booking cancelled twenty one (21) days prior to the function will result in a loss of 50% of the Security Deposit.

Cancellation fourteen (14) days prior to the function will result in a loss of 100% of the Security Deposit.

Events cancelled less than fourteen (14) days prior to the function will result in forfeiture of the whole account.

## Outside Contractors

For all events requiring the use of outside contractors who are not employed by Mortdale RSL Club, the client must provide the Functions Coordinator with the name and contact number of the contractor. The outside contractor must provide a copy of their Public Liability Insurance to the Functions Coordinator at least fourteen (14) days prior to event. All outside contractors must liaise with the Functions Coordinator (or a nominated representative) in regards to delivery, set up and pack down of equipment.

## Property of the Guests

Mortdale RSL Club will take all necessary care, but accepts no responsibility for loss or damage to the property of the guests or clients during or after the event. This includes gifts, decorations or personal property brought in to the Club.





### Security

Our Functions Coordinator will advise you if they feel a security guard needs to be arranged for the duration of your event and the charges that will be incurred. Security is always required for birthday events ages 21 years or less.

### Damage to Property

The Event Organiser is deemed to have assumed responsibility for any wilful conduct resulting in damages caused during the event by any guests or other persons attending the function, whether in designated function area(s) or in any other part of the Club. The use of confetti or rice is not permitted on Club premises. The use of nails, pins or any other paraphernalia used to hang signs or other items to the walls is strictly prohibited.

### Club Entry

Guests will be bound by Club entry requirements. Any guest, who is attending a function, is not a member of the Club and resides within five (5) kilometers of the Club premises, must be signed in by a member. For this particular reason the person booking an event must be a member of Mortdale RSL Club.

Thank you for choosing Mortdale RSL Club to host your function.

Please do not hesitate to contact the Function Coordinator on 9580 3649 or [functions@mortdalersl.com.au](mailto:functions@mortdalersl.com.au) if you have any further questions.

I have read and agree to the above Terms and Conditions:

Function Name / Company Name: \_\_\_\_\_

Contact Name (Event Organiser): \_\_\_\_\_

\_\_\_\_\_ Signature - Event Organiser Date: \_\_/\_\_/\_\_

\_\_\_\_\_ Signature - Functions Coordinator Date: \_\_/\_\_/\_\_



### Function Confirmation Form

Function Name / Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_ Membership Number: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Date of Function: \_\_/\_\_/\_\_\_\_ Location of Function: \_\_\_\_\_

Function Type: \_\_\_\_\_ Name of Room: \_\_\_\_\_

Room Setup: \_\_\_\_\_ Number of Guests: \_\_\_\_\_

Payment Method: (Circle) Cash Credit Card Bank Cheque

**Credit Card Payments:** (All information remains confidential)

Credit Card Name: \_\_\_\_\_

Credit Card Type: (Circle) Visa MasterCard Bankcard Diners Club Amex Credit

Card Number: \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_ Credit Card Expiry: \_\_/\_\_

Signature of Cardholder: \_\_\_\_\_

A Security Deposit can be taken using the Credit Card details. If card details are not supplied, a holding bond is required that will be returned within ten (10) working days of the function completion. Please make cheques payable to the Mortdale RSL Club. All correspondence should be marked to the attention of the Functions Co-ordinator.

Correspondence can be faxed to 9570 7450, or mailed to:

Mortdale RSL Club - Functions Department

PO Box 289, Mortdale, NSW, 2223

Cancellation charges are subject to the Conditions identified in the Functions Terms and Conditions outlined in this document.

The above details are correct and I have received and agree to Mortdale RSL Club's Functions Terms and Conditions.

Signed: \_\_\_\_\_ Date: \_\_/\_\_/\_\_

Name: \_\_\_\_\_



## Function Rooms

### Sports Room

This room is utilitarian and suits meetings, conferences, exercise as well as traditional uses. The room is well lit and is preferred for small to medium Corporate and Private events.

<b>Seating Capacity</b>	<b>\$100 (5 hours)</b>	<b>\$150 (7 hours)</b>
Theatre Style 50		
Cocktail 50		
Banquet 40		

### Macquarie Room

This open and spacious room features high ceilings, a portable stage, dance floor, and excellent audio/visual capabilities. The room is great for large, lavish events. The Macquarie Room has its own bar facilities and offers a range of seating and dining options that can be tailored to your requirements. The Macquarie Room is great for Weddings, school formals, Christmas parties or large family engagements. The Room can also be partitioned into two (2) areas enabling a more intimate experience or allowing for a break out area.

<b>Seating Capacity Full Room</b>	<b>\$200 (5 hours)</b>	<b>\$250 (7 hours)</b>
Theatre Style 200		
Cocktail 200		
Banquet 140		

<b>Seating Capacity Half Room</b>	<b>\$150 (5 hours)</b>	<b>\$200 (7 hours)</b>
Theatre Style 80		
Cocktail 80		
Banquet 60		







MORTDALE RSL

# Buffet Menu

**\$35 Per Person Minimum 50 People**

## **Hot Dishes – Select 2 Options**

Hot roasted Rump of Beef and gravy  
Garlic and rosemary roasted Lamb  
Oven roasted skin on Chicken Breast  
Roasted pork

## **Sides**

Marinated seasonal vegetables  
Roasted chat potatoes  
Fresh Coleslaw  
Greek salad

## **Also Included**

Bread rolls with butter  
Tea and Coffee

## **Optional Extras:**

Antipasto platters  
Fruit platter  
Deserts

\$40 per table  
\$35 per table  
\$6 per person





MORTDALE RSL

# Greek Buffet

\$40 Per Person - Minimum 50 guests

## Platters on Tables

Tzatziki, Hummus & Taramasalata dips

Selection of breads

*Mezze Plates w/*

Dolmades, olives, feta, grilled haloumi, crumbed calamari

## Hot Dishes

Slow Roasted marinated Lamb

Lemon, oregano & garlic grilled fish

Chicken souvlaki

Greek pastitsio

## Sides

Mediterranean Vegetables

Roasted chat potatoes

Greek Salad

Garden salad

## Also Included

Bread rolls with butter

Tea and Coffee

## Optional Extras:

Antipasto platters

\$40 per table

Fruit platter

\$35 per table

Deserts

\$6 per person



# Cocktail Menu

Minimum 50 People

CHOOSE 6 ITEMS \$20 per person

CHOOSE 7 ITEMS \$22 per person

CHOOSE 8 ITEMS \$24 per person

Mini chicken skewers with smoked chilli aioli

Spinach and cheese triangles

Crumbed calamari strips with aioli and lemon

Salt and pepper squid with sweet chilli

Mini tomato and basil bruschetta

Cocktail Party pies

Cocktail sausage rolls

Fish cocktails with tartare and lemon

Crumbed chicken breast goujons

Mini spring rolls

Filo wrapped prawn parcels

Spicy BBQ chicken wings

Fried rice in a box

Mini cheeseburgers

## Optional Extras:

Tea & Coffee

\$2.50 per person

Antipasto platters

\$40 per table

Fruit platter

\$35 per table

Deserts

\$6 per person



# 2 or 3 Course Menu

2 Course Menu \$38 Per Person

3 Course Menu \$45 Per Person

Minimum 50 People

*Choose 2 dishes from each course to be served alternately*

## ENTREE

Grilled Haloumi with sundried tomato and basil

Salt and Pepper Calamari with sweet soy dipping sauce

Crumbed Prawn Cutlets with tartare sauce

Caesar Salad with chicken

Natural Sydney Rock Oysters (4)

Mort's Salad with cherry tomatoes, cucumber, caramelised Spanish onion, roasted sweet potato, Persian feta and smoked chilli aioli

## MAIN

Slow Roasted Beef with gravy

Grilled Barramundi Fillet with lemon butter sauce

Oven Roasted Chicken Breast Supreme with sundried tomato and olive tapenade

Roast Lamb served with gravy

*\*\* All mains served with seasonal vegetables and crispy chat potatoes*

## DESSERT

Crème Brule

Sticky Date Pudding

### Included:

Bread Roll & butter included

### Optional Extras:

Tea & Coffee

\$2.50 per person

Antipasto platters

\$40 per table

Fruit platter

\$35 per table



# Conference Menu

Minimum 20 People

**Option 1 - \$11 per person**

Tea & Coffee  
Assorted biscuits  
Small deserts

**Option 2 - \$15 per person**

Tea & Coffee  
Assorted biscuits  
Sandwich platters

**Option 3 - \$18 per person**

Tea & Coffee  
Assorted biscuits  
Select 5 cocktail food options

**Optional Extras:**

Tea & Coffee

\$2.50 per person

Fruit platter

\$35 per table





# Children's Menu

\$10 Per Child

*Children must be under 12 years old*

Chicken Nuggets & Chips

Calamari & Chips

Spaghetti Bolognese

Fish & Chips

Penne Napolitano

Kids steak & Chips

Bowl of Chips \$6

