## CRAIG'S ROYAL HOTEL

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FUNCTION & WEDDING PACKAGES



Located on historic Lydiard Street in the heart of Ballarat, Craig's Royal Hotel is the legendary Australian gold-rush era Grand Hotel. Built in 1862 on the site of Bath's Hotel, Ballarat's first officially licensed pub. Craig's has been a goldfield icon since Prince Alfred & Duke of Edinburgh joined us in its ornately decorated rooms in 1867 & Dame Nellie Melba famously sang from its balcony in 1908.

Host to Prince, Princess & Prime Ministers over its 160 year history, the hotel is a true icon of the Victorian period. Now, after 5 years of extensive restoration, the magnificent accommodation, dining, meeting & banquet facilities are re-establishing Craig's as the finest boutique heritage hotel in the region.

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INSTA @CRAIGSROYALHOTEL



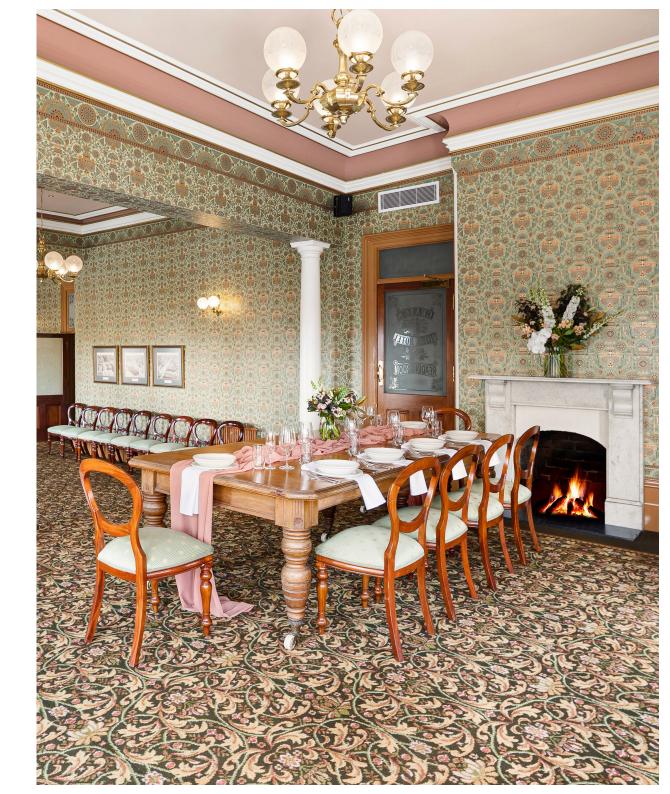
Rooms



The Reading Room

Located on the historic Lydiard Street, overlooking Her Majesty's Theatre, the Reading Room boasts an elegant balcony with views of one of Ballarat's most historic landmarks.

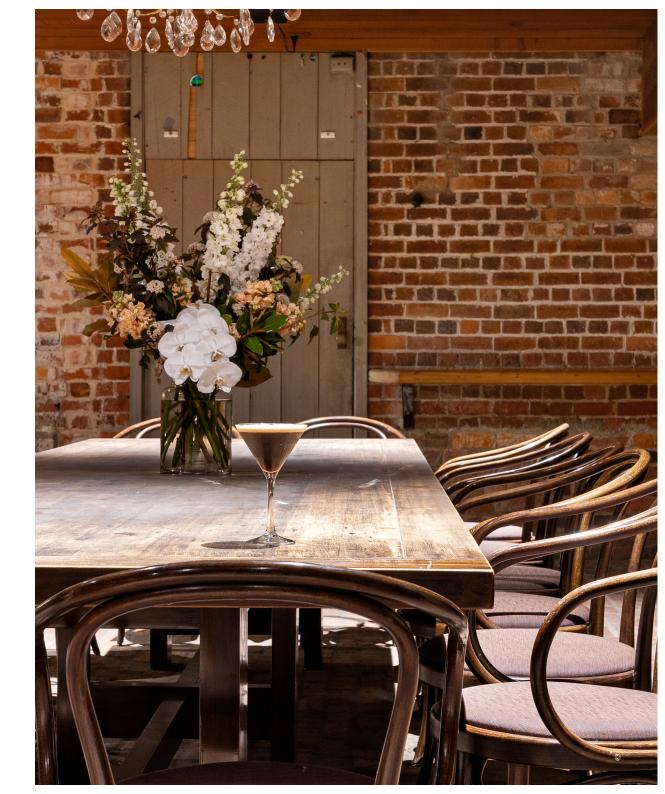
Imagine a formal dinner around the antique dining table, a meeting to form a new gold mining company, or cocktails with Nellie Melba prior to a local performance anything is possible in the Reading Room. Exquisitely decorated & adorned with elegant fixtures, the beauty & grace of this split level room make it a popular choice for sophisticated wedding ceremonies, pre-dinner drinks, & intimate dinners.



The Cellar

Deep under Craig's wonderful edifice is a contrasting bluestone & timber cellar, which in years gone by has set the scene for much joyous imbibing. Now a private setting for dinner parties, mystery nights, wine dinners, 21st Birthday celebrations with a classic rustic feel.

The Cellar is a unique location for a reception or pre-dinner drinks with a difference.



Grand Dining Room

This spectacular & opulent room was decorated in the late 19th century – Empire style with its high ceilings & fine wallpapers.

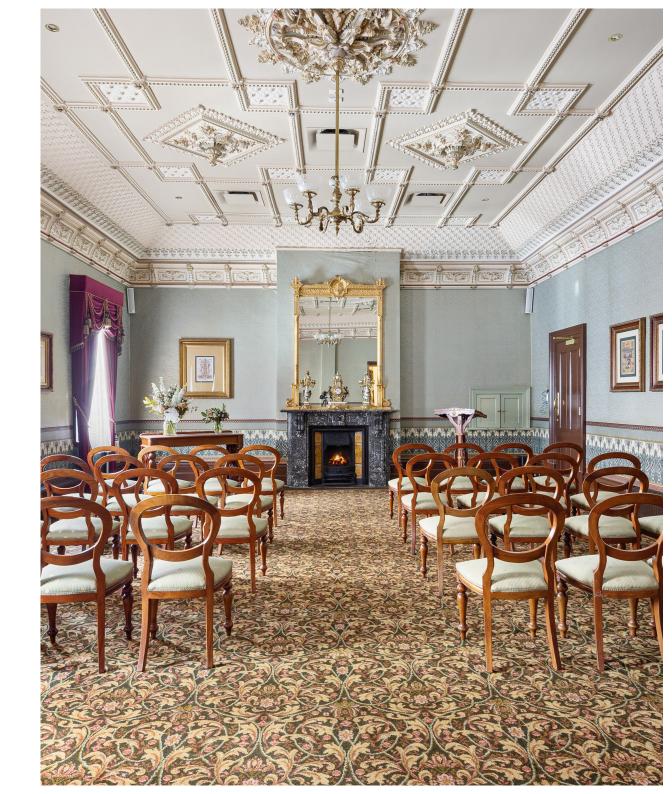
With room to seat 100 guests or 70 guests with a dance floor, the Grand Dining Room is the perfect location for an elegant wedding reception.



The Princes Room

The legendary Prince's room was specially prepared for Royalty in 1867 when Queen Victoria's second son, Prince Alfred, Duke of Edinburgh visited Ballarat. The room is decorated with rich wallpapers & a most magnificent ceiling installed at the beginning of the last century.

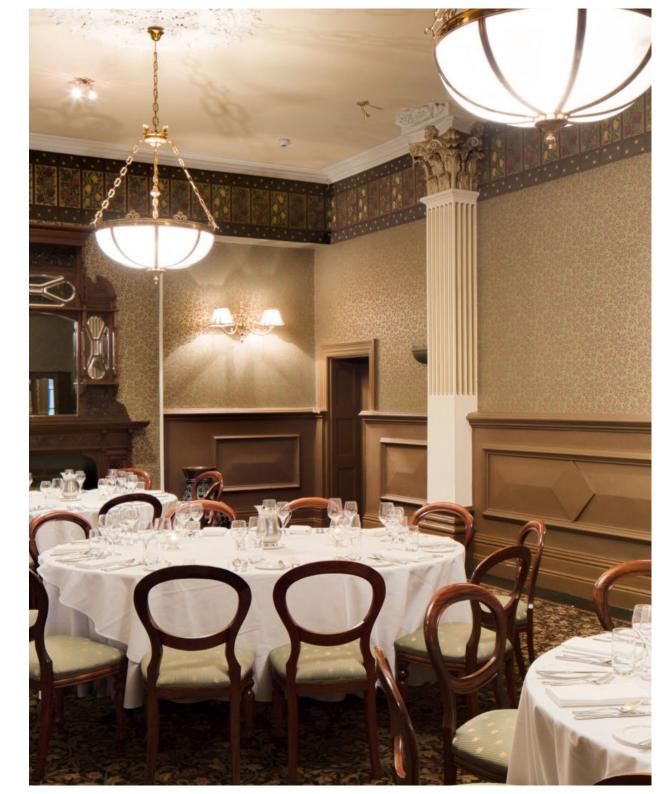
Even a simple affair can take on the atmosphere of a regal event in the Prince's room. This room is ideal for wedding ceremonies, cocktail receptions, or an intimate seated function



The Bentleys Room

Located within the earliest part of the hotel building, dating from the 1860s, is a spectacular venue for dinners & conferences with beautiful Victorian architectural features.

In-house av equipment & restaurant standard catering available, make this an easy choice for your next event.







Beverage Packages

W E L C O M E D R I N K S

#### COCKTAIL ON ARRIVAL

Offer your guests a special cocktail to enjoy whilst mingling between ceremony & reception. Speak to our event/functions manager for current cocktail list.

BUBBLES ON ARRIVAL EXCLUSIVE OF PACKAGE

#### BEVERAGE

HOUSE BEER, WINE, SOFT DRINK

4 HOUR PACKAGE

**3 HOUR PACKAGE** 

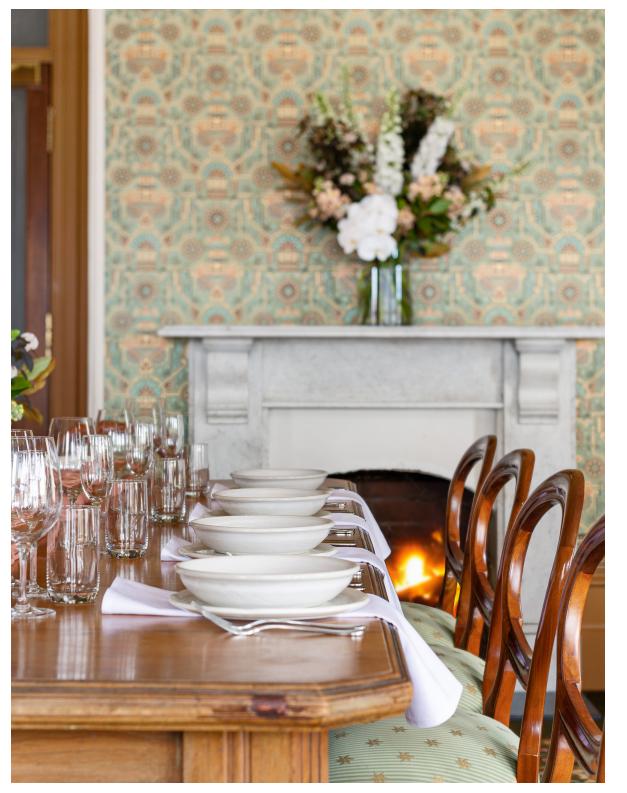
HOUSE BEER, WINE, SOFT DRINK

5 HOUR PACKAGE

HOUSE BEER, WINE, SOFT DRINK

5 HOUR PREMIUM PACKAGE

BEER, WINE, SPIRITS, SOFT DRINK



Dining Packages

COCKTAIL MENU CANAPES ON ARRIVAL 3 OR 5 PIECES PER HEAD

COCKTAIL EVENT 5 CANAPES, 2 GRAZING, 2 DESSERT CANAPES MINIMUM 25 GUESTS

Offer your guests a special cocktail to enjoy whilst mingling between ceremony & reception. \*Please note enhancement prices may be subject to change

ALTERNATE SERVE MENU 2 COURSE MEAL SERVED ALTERNATIVELY

**3 COURSE MEAL** SERVED ALTERNATIVELY

**CAKEAGE** SERVED AS DESSERT

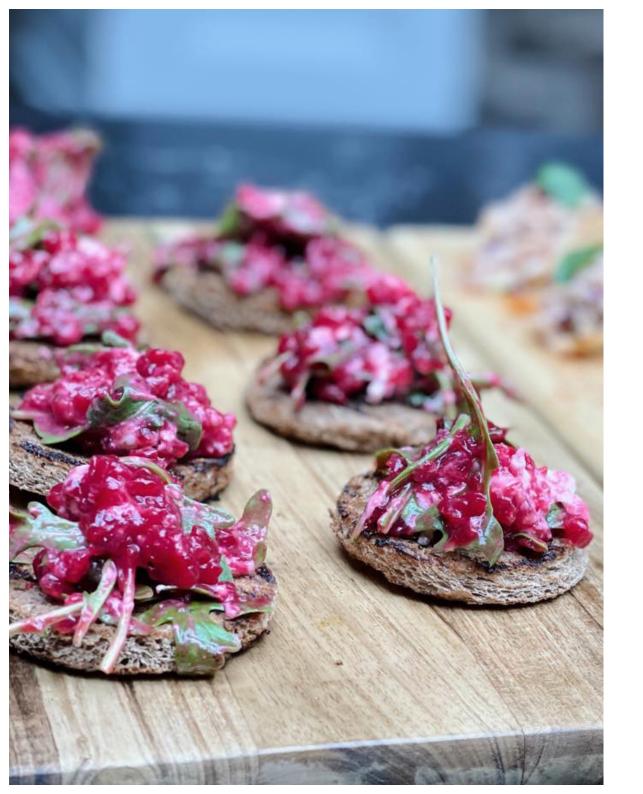
#### COCKTAIL EVENTS

CHOICE OF 3, 5 OR 7 CANAPES PER PERSON

Pick from our Canape menu below with choices from Grazing, Cold or Hot.

We can cater for 10-150 people.

Contact our friendly team for further information.



Canape Menu

GRAZING

#### MINI WAGYU BEEF & BACON CHEESEBURGER

BEETROOT & GOATS CHEESE RISOTTO BOWLS

CHAR SIU PORK MINI-BAHN CRISPY PICKLED VEG, CHILI, CORIANDER

BEER BATTERED FLATHEAD TAILS CHIPS, TARTARE

ORECHETTI RAGU, SHAVED PARMESAN PASTA BOWLS

COLD CONFIT CHERRY TOMATO & GOATS CHEESE TARTLET

PEKING DUCK PANCAKES HOISIN, SPRING ONION, CUCUMBER

DARK RYE BRUSCHETTA BEETROOT, GOATS CHEESE, WALNUTS & ROCKET

ASSORTED NORI ROLLS WASABI, SOY, PICKLED GINGER

GRILLED CIABATTA BLACK OLIVE PESTO, PROSCIUTTO, BRIE

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SWEET, SMOKED PULLED PORK TOSTADA SLAW & JALAPENO CHEDDAR

SLOW BRAISED BEEF & BURGUNDY MINI SHEPHERD'S PIE

LAMB & CHORIZO MEATBALLS MINT CHIMMI CHURRI

CRAIGS BUFFALO WINGS BLUE CHEESE SAUCE

WILD MUSHROOM & PARMESAN ARANCINI GARLIC AIOLI

HOUSE MADE VEGETABLE SPRING ROLLS



Set / Main Menu

ENTREE

WARM ROASTED VEGETABLE TART (V) DUKKHA CRUSTED GOATS CHEESE, SPICY BEETROOT RELISH

#### ASPARAGUS CRISPY PROSCIUTTO, BRIE, GRILLED CIABATTA

SOUTHERN FRIED CHICKEN DRUMETTES (GF) HONEY MUSTARD MAYONNAISE

MAINS

CHICKEN BREAST (GF) FILLED WITH LEEK & CAMEMBERT, POTATO ROSTI & MUSTARD SEEDED CREAM

FILLET OF BEEF (GF) GARLIC MASH, LOCAL SWISS BROWN MUSHROOMS & RED WINE JUS

GRILLED SALMON (GF) LEMON SCENTED RISOTTO, WILTED SPINACH, CITRUS DRIZZLE

MEDITERRANEAN VEGETABLE STACK (V) (VEO) BASIL & PERSIAN FETA & BALSAMIC GLAZE

STICKY SLOW COOKED BEEF SHORT RIBS (GF) GREENS & SLAW

DESSERT

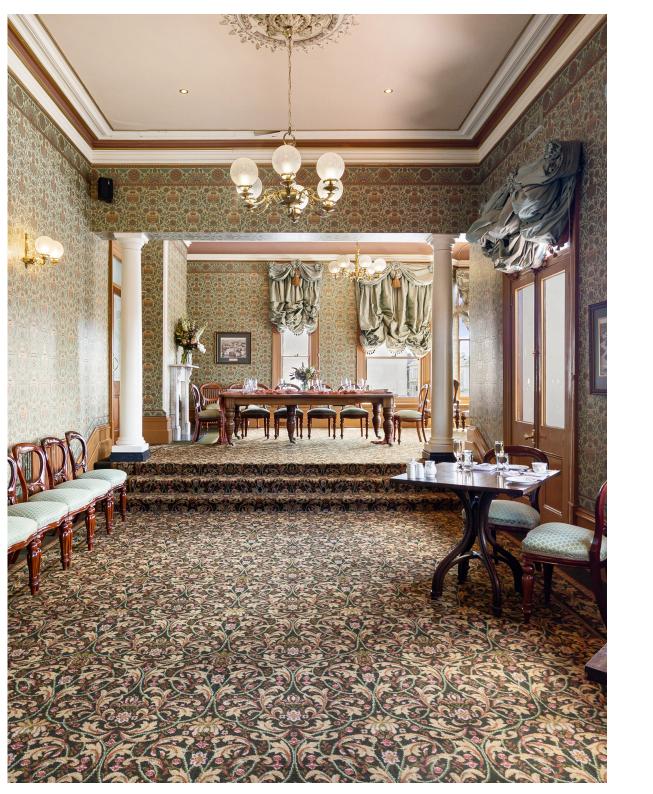
STICKY DATE PUDDING (V) CARAMEL CREAM SAUCE & STRAWBERRIES

LEMON MERINGUE TART (V) CARAMELIZED LEMON ZEST

ETON MESS (GF) (V) FRESH BERRIES, CRÈME FRAICHE & VANILLA SEEDS

PLEASE ENQUIRE REGARDING FURTHER DIETARY REQUIREMENTS

MENU SUBJECT TO CHANGE\*



High Tea

TEA &

T2 ENGLISH BREAKFAST

COFFEE T2 EARL GREY SELECTION **T2 PEPPERMINT** T2 LEMONGRASS & GINGER T2 SENCHA T2 CHAMOMILE SPEACIALTY COFFEE ROASTING WAREHOUSE PETITE MATCHA PANNA COTTA FOUR NEW YORK CHEESECAKE MANGO MERINGUE TART RASPBERRY MACARONS **ORANGE & POPPYSEED CAKE** SCONES HOUSE MADE SCONES QUENELLE OF CREAM, PRESERVE EGG & ROCKET SANDWICHES CHICKEN WALDORF & SALAD SMOKED SALMON, CUCUMBER & DILL CRÈME SAVOURY MAKI ROLLS BEEF & PORK SAUSAGE ROLL

SAMPLE MENU ONLY.

Please note, our high tea menu changes weekly. We can guarantee that your function will be catered to with beautifully hand made treats, both sweet & savoury.



Packages

#### C L A S S I C \$110 P P

5 HOUR DRINK STANDARD PACKAGE SET MENU: ENTREE J MAIN J DESSERT\* - NO ALTERNATATE SERVE

OPTIONAL EXTRAS - CANAPES - COCKTAILS

### **ELEGANT**<br/>\$150PP5 HOUR STANDARD DRINK<br/>PACKAGEPACKAGEMENU: TWO COURSE<br/>ALTERNATIVE SERVE

Entree, Main or Main, Dessert

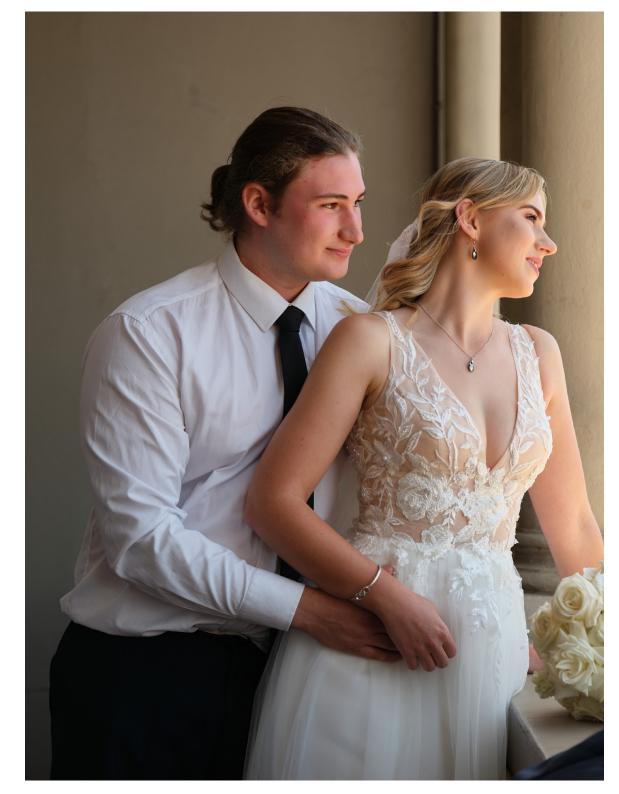
OPTIONAL EXTRAS - CANAPES - COCKTAILS

#### DIAMOND **\$200PP**

5 HOUR PREMIUM DRINK PACKAGE CANAPES (45 MINUTES)

MENU: ALTERNATIVE 3 COURSE ENTREE | MAIN | DESSERT\*

OPTIONAL EXTRAS - COCKTAILS





Get ready with us

Enjoy the perfect start to your special day by getting ready at Craigs Royal Hotel. The Tower Suite is the beautiful space which captures the pure beauty & history in the building.

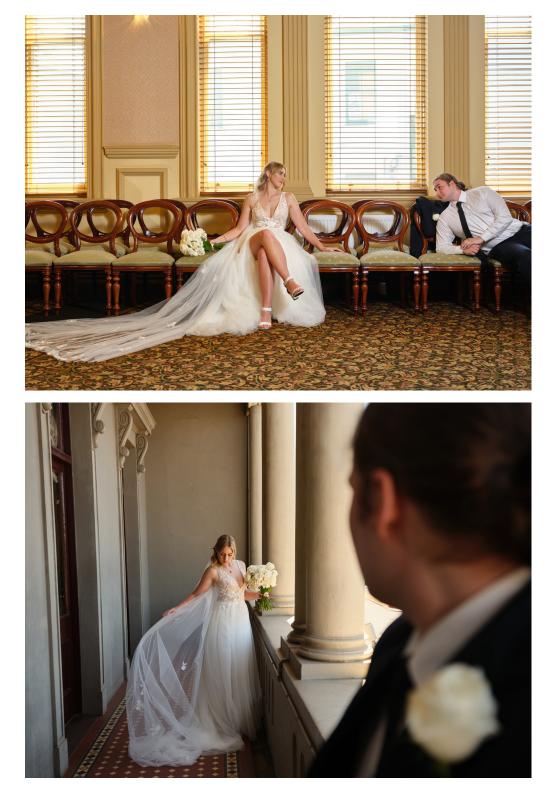
Catered to you, we have a beautiful space available ensuring your day is nothing but perfect. This space will include:

**Farmers Platter** 

Mumm Bottle of Champagne

Tea, Coffee & Condiments

TOWER SUITE: The perfect space for a intimate bridal party perfect for 2-4 of your loved ones getting ready for your special day. This space is including a private bathroom, private staircase leading up to the tower to take those perfect photos.



Our gift to you

At Craigs Royal Hotel we want your wedding day to be a treasured memory in which you will always hold with your partner.

As part of our wedding package here at Craigs Royal Hotel we want to offer a complimentary night stay on your Wedding day or return to us on your 1 year anniversary to reminisce on your special day which you shared in our hotel.

With 35 gorgeous rooms & a charming tower suite providing the perfect accommodation solution for our bride & groom & their nearest & dearest.

Everything you need at walking distance.

We will do all that we can at Craig's Royal Hotel to make sure your stay with us is everything you want & more.



Wedding Day Inclusions

Our stunning ceremony room & reception is of course provided as part of the nominated venue fee along with the extensive list below:

- Highly experienced & dedicate wedding reception co-ordinator on the special day
  - The set up of small personal items
- White table linen & White linen serviettes
  Gift table
  - Cake table & cutting knife
- Cutting & serving of your wedding cake (\* \$6.5PP if not included in choice of package)
  - Table numbers
  - Microphone Lectern
    - Music facilities
- Staff will greet & provide directions to guests on arrival

#### **BOOKING FORM**

DATE OF BOOKING
TYPE OF BOOKING
CEREMONY
PRE-DINNER DRINKS & CANAPES
START OF RECEPTION
FINISHING TIME OF PACKAGE
NUMBER OF GUESTS
FUNCTION ROOM
PACKAGE COSTS
TOTAL COST
DEPOSIT
CANAPES (45 MINUTES)
TEA & COFFEE
ROOM HIRE
ADDITIONAL PACKAGE INCLUSIONS



#### **BOOKING DEPOSIT**

A booking is not considered confirmed until the duplicate of this form is returned to us signed by an authorised person together with a deposit of \$1000. This confirmation is required within 14 DAYS dated of receipt of contract. Unless this confirmation is received within the 14 DAYS, we reserve the right to accept an alternative booking.

#### PRICES

Prices guoted for any booking more than 6 MONTHS in advance are subject to change. Any changes will be advised in writing at the time they are ascertained by the management of Craigs Royal Hotel.

#### MENU

Menus will be as per the wedding function menu of Craigs Royal Hotel at the date of the wedding. Special requirements and dietary requirements will be provided on prior notice (2 weeks in advance). Menu selection will be selected by the cilent and confirmed, one month prior to date.

#### **DIETARY REQUIREMENTS**

Please be advised that all care is taken when catering for special requirements. It must be noted that within the premises we handle nuts, seafood, shellfish, sesame seeds, wheat flour, eggs, fungi and dairy products. Patrons requests will be catered for to the best of our ability, but the decision to consume a meal is the responsibility of the diner.

#### CANCELLATIONS

Cancellation of functions after the deposit has already been paid can only be done via direct consultation with management and only by the person who made the initial reservation and paid the deposit. In the event of a cancellation, the following fees will apply:

- More than 60 days notice Entirety of deposit refunded, less \$1000 booking fee.
- 40 60 days notice 50% of deposit forfeited
- Less than 40 days notice entirely of deposit forfeited

#### NUMBERS

Final quest numbers are required 4 weeks prior to the day of your wedding. The invoice issued based on the number of guests at this point in time. No reduction in guest numbers is accepted after final quest numbers are confirmed.

#### **OUTSIDE CONTRACTORS**

Approved with venue management. Any products or services arranged externally to the hotel are the sole responsibility of the host. Any outside contractors must liaise with management in all matters such as delivery, set up, pack downs, and will adhere to any direction given by staff members/management at Craig's Royal Hotel. Set up and pack down of such items also remains the sole responsibility of the host.

#### BYO

No food or beverage of any kind is permitted to be brought into the venue for consumption at a function by the host and quests with the exception of a cake, whereby the host must receive written permission from management and an additional cakeage charge may apply.

#### MINORS

The venue allows underage guests to attend functions, under the provision that they are supervised by a parent or legal guardian at all times. These guests are not permitted to leave the function space and must leave the venue at the conclusion of the event. FUNCTION MANAGER\_\_\_\_\_ Under no circumstances may any patron under the age of 18 years of age consume alcohol. If any minors are found to be consuming or in the possession of alcohol they will be asked to leave immediately in the company of their parent or legal guardian.

#### WEDDING PAYMENT

Due to the costs incurred on American Express and Visa/Mastercard payments. It will be necessary to add a 3.5% surcharge on American Express and 1.2% Visa and Mastercard, should this payment be required. The balance of account is payable in full, 4 WEEKS prior to the date of the wedding, a further cost will occur if this is not paid on the due date.

#### LIABILITY

The person(s) or company(s) listed as cilents above shall be liable in full for all costs and charges raised as a result of the agreed booking. The person signing this contract hereby confirms that they have full capacity and authority to do so.

#### DECORATIONS

Use of decorations of any kind needs management approval. An additional cleaning fee of \$500 may be incurred.

#### CONDUCT

The host is responsible for conducting the function in an orderly manner. All venue policies, procedures and legal responsibilities apply to all guests and hosts, including total compliance to all responsible service of alcohol and house policy standards. It is the host's responsibility to ensure that all details given to guests in regards to the wedding/function are accurate. If a wedding/function is booked under false pretenses or a host provides false information, management reserves the right to cancel the wedding/function without notice, and at the expense of the host.

#### ENTERTAINMENT

The cilent must inform Craigs Royal Hotel of all entertainment booked 1 month prior to the wedding date, stating the type of entertainment, times of engagement and contcat name and phone number. The management reserves the right to approve all types and styles of entertainment engaged directly by the cilent. All entertainment is required to finish no later than 11pm.

#### LOSS AND DAMAGE

The cilent shall remain responsible at all times for any loss or damage to the property of Craigs Royal Hotel that is caused by the silent, their guests or invites.

#### UNFORESEEN CIRCUMSTANCES

The management reserves the right to cancel any booking and refund deposits paid without notice at any time in the event of inability to comply with any of the provisions of the contact by virtue of any cessation of electricity or gas supplies, industrial disputes, plant or equipment failure, unavailability of foosstuffs or any other inevitable accident or unforeseen contingency.

#### MISCELLANEOUS FEES

The management of Craigs Royal Hotel agrees and confirms that all fees have been revealed and there will be no additional or miscellaneous fees other than those already declared in this contract.

I confirm that I,

have read and understood the above terms and conditions and agree to comply.

SIGNED BY BRIDE\_\_\_\_\_

SIGNED BY GROOM

DATE / /

# Get in touch

#### FUNCTIONS AND EVENTS MANAGER

EMAIL: functions@craigsroyalhotel.com.au

PH: (03) 5331 1377

WEB: www.craigsroyalhotel.com.au