

Function Book

Miranda Hotel 2018



call 02 9524 0398 or email functions@mirandahotel.com.au to enquire

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THE PROCESS

Thank you for enquiring to have your function with Miranda Hotel, with our newly renovated function spaces- it is the perfect venue for your event

Centrally located at 590 Kingsway, Miranda Hotel has a variety of spaces and menus to suit all needs and budgets, for any occasions

We can plan your event from start to finish

- 1 Choose your date**
- 2 Choose your room**
- 3 Pay your deposit & fill out the confirmation sheet**
- 4 Choose your menu**
- 5 Pay for your food selections/ confirm final numbers**
- 6 Choose your AV equipment**
- 7 Choose your drinks**

The Lane

AVAILABLE SEVEN DAYS UNTIL MIDNIGHT

CAPACITY

Cocktail

Min: 30 people

Max: 80 people

Sit Down

Max: 60 people

Boardroom Style

Max: 25 people



FACILITIES

Internal music system,

AUX connection

LED screens with HDMI inputs

Private bathrooms

Private access from Kingsway

Portable microphone

Two audio zones

BEVERAGE

Cash bar

On consumption bar tabs

Please note there are

no beer taps,

beers is bottled or canned

MENU

Canape options

Family style banquet

Set menu

Grazing table

BOOKINGS

Exclusive use with room hire

Guests obtain free entry into

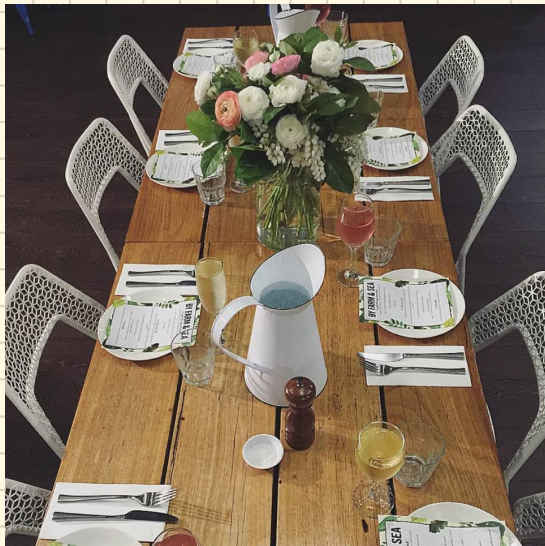
Carmen's nightclub on a

Saturday night

Please note The Lane is not
wheelchair accessible

The Garden Courtyard

AVAILABLE SUNDAY- FRIDAY
SATURDAY BEFORE 9PM



BEVERAGES

On consumptions bar tabs
Cash bar

CAPACITY

Cocktail
Min: 50 pax
Max: 130 pax

FACILITIES

Portable microphone
Retractable roof
Internal music system
Plasma TV screen
Gas heaters

MENU

Bistro menu (for half
of courtyard bookings)
Set Menu
Family style menu
Canape options

The maximum area that can
be booked without purchasing
exclusive room hire is one half
of the Courtyard



Carmens

AVAILABILITY ON REQUEST

CAPACITY

Cocktail

Min: 150 people

Max: 350 people

Sit Down

Max: 150 people

(Furniture hire applies)

NIGHTCLUB FACILITIES

Internal music system

3x3 metre LED video wall

Automated light systems

& smoke machines

Dance floor

AUX connection

DJ booth with 60 inch plasma TV

Lounge seating & stage

Private bar

MENU

Set Menu

Family style banquet

Canape options

BEVERAGES

On consumptions bar tabs

Cash bar

CANAPE OPTIONS

\$14 PP (2 COLD & 3 HOT)

\$20 PP (2 COLD, 2 HOT & 2 SUBSTANTIAL)

\$25 PP (3 COLD, 3 HOT, 2 SUBSTANTIAL)

HOT

Grilled chicken skewer w/ satay sauce

Lamb kofte skewer w/ mint yogurt

Salt & pepper baby squid

Crumbed chicken tenders w/ aioli

Mushroom and pinenut arancini

Chickpea falafel w/ hommus

Pumpkin & goats cheese tart

Sesame soy pork belly

Vegetable spring rolls w/ sweet chilli

COLD

Heirloom tomato bruschetta

Sydney rock oysters w/ yuzu-soy

Roast beetroot & goats cheese tart

Prawn & avocado cocktail

Kingfish tartare w/ lime

Crab & celeriac salad

Smoked salmon & creme fraiche

Vegetable rice paper roll

SUBSTANTIAL

Mini cheeseburgers w/ crisp iceberg, tomato, onion jam & burger sauce

Prawn & lobster sliders w/ roast garlic aioli & watercress

Pulled Murray Valley pork shoulder roll w/ green apple coleslaw

Beer battered Coffs Harbour flathead w/shoe string fries

Gourmet hotdogs w/ cheese, pickles, caramelised onion, mustard & ketchup

Riverina Valley thai beef salad w/ cabbage, shaved carrot & fresh herbs

Stir-fry asian vegetables w/ hokkien noodles (chicken or tofu)

Greek salad bowl w/ persian fetta

CONDITIONS

All guests must be catered for

No substitutions

Please advise Bec of any dietary requirements you or your guests must have

All food choices must be made & paid for no less than 7 days prior to your event

FAMILY STYLE

BY FARM & SEA - \$50 pp

TO START

Poached salmon & prawn tian

Twice cooked chicken wings w/ garlic aioli

Mezze platter w/ chermoula chicken, lamb kofte, chickpea falafel, hummus, garlic dip, tabouli & pita bread

TO FILL YOU UP

Roast Murray Valley pork belly w/ apple sauce

Slow braised lamb shoulder w/ eggplant caviar

Seared scotch fillet w/ chimmichurri

Seared salmon fillet w/ avocado salsa

SIDES: (choice of 3)

Steamed vegetables

Mashed potatoes w/ truffle oil

Shoestring fries

Rocket & parmesan salad

Mixed greens salad

DESSERT

Donut & churros platter w/ chocolate & caramel sauce

CONDITIONS

Minimum of 20 pax

Deposit of \$20pp required upon booking

No substitutions

Please advise Bec of any dietary requirements

SET MENU

2 COURSES FOR \$45 pp

3 COURSES FOR \$55 pp

ENTREE

Poached salmon and prawn tian w/ avocado & watercress salad
Seared scallops w/ cauliflower puree, apple & celeriac remoulade
Pumpkin ravioli w/ burnt sage butter, walnuts & roast tomato
Asparagus & goats cheese tart w/ heirloom tomato salad & balsamic glaze

MAINS

Slow roasted lamb shoulder w/ eggplant caviar, confit tomatoes, almond & mint
Twice cooked crispy duck w/ red cabbage, roast beetroot & apple jus
Grilled red snapper fillet w/ corn, potatoes, peas & lemon herb salad
200g Scotch fillet w/ potato gratin, grilled asparagus thyme jus

SIDES (choice of 3)

Steamed vegetable
Mashed potatoes w/ truffle oil
Shoestring fries
Rocket & parmesan salad
Mixed greens salad

DESSERTS

Sticky date pudding w/ dark butterscotch sauce & pecan ice-cream
Chocolate mousse cake w/ berry compote & pistachio ice-cream
Selection of hard & soft cheeses w/ quince paste & crackers

CONDITIONS

If you would like an alternate drop, please pick two items of the entree, main and dessert menu

or

Pick one item off the entree, main and dessert menu

Deposit of \$20 pp required upon booking

No substitutions

Please advise Bec on any dietary requirements

GRAZING TABLE

MINIMUM 30 PAX

\$16 PP

INCLUDES

Assortment of soft & hard cheeses

Seasonal fruit

Cured meats

Housemade dips

Mixed olives

Grilled vegetables

Grilled breads & lavosh biscuits

Upgrade to seafood grazing table for an extra \$10pp, to add:

Sydney rock oysters

Crystal bay cooked prawns

Smoked Huon salmon

Lemon & condiments

CONDITIONS

No substitutions

Seafood option can only be added on

Please advise Bec on any dietary requirements

Booking Confirmation

email to functionse@mirandahotel.com.au or bec@mirandahotel.com.au

CLIENT NAME _____

COMPANY NAME _____

ADDRESS _____

EMAIL _____

TELEPHONE _____ MOBILE _____

DATE OF EVENT _____ TIME OF EVENT _____

NUMBER OF GUESTS _____ TYPE OF FUNCTION _____

SPACE FOR HIRE _____

MENU CHOICE _____

BEVERAGE (please circle) CASH BAR / BAR TAB

ROOM SET UP _____

VISUAL (please circle) PICTURES ON USB / POWERPOINT SLIDESHOW / TV USE

AUDIO (please circle) IPOD / IN HOUSE MUSIC / DJ / BAND

MIC REQUIRED YES / NO

MINORS ATTENDING YES / NO (please provide details _____)

minors must leave by 10pm

CONTINUES ON FOLLOWING PAGE

Booking confirmation

DEPOSIT PAID \$ _____

CLIENT SIGNATURE _____

NAME _____

DATE _____

PAYMENT DETAILS

Bank Transfer

Name: Miranda Hotel

BSB: 082 057

Account Number: 66866 7796

Please use your name as a reference

CARD NUMBER _____

EXPIRY _____

CARD HOLDER NAME _____

AMOUNT _____

VISA / MASTERCARD (please circle one)

TERMS & CONDITIONS

DEPOSIT, PREPAYMENT & CONFIRMATION

A non-refundable deposit of room hire will secure your booking

- a) an approx. number of guests should be given at the time of the booking
- b) confirmed guest numbers are required in writing at a minimum of 7 days prior to your function. Any further adjustments must be addressed to the event manager no later than 3 working days prior to your function
- c) For any canape package selected all guests must be catered for
- d) due to house policy, we do not host 18th birthday parties

PAYMENTS

Full payment of all fixed costs must be received 7 days prior to the function either by credit card or cash can be made to the event coordinator or management

CANCELLATIONS

- a) all cancellations are to be addressed to the event coordinator in writing

FINAL DETAILS

Please advise the functions manager in advance of any speeches or details that will interrupt the food start/finish times. Any alcoholic gifts will need to be handed to the bar attendant and retrieved at the end of the function (before 9pm) or at a later date

UNDERAGE GUESTS

Our event coordinator must be notified of any minors attending at the same time of guest number confirmations. As Miranda Hotel is a licensed premise, a parent or guardian must accompany minors at all times. At no time are minors permitted to consume alcoholic drinks. Due to licence restrictions, underage guests are required to leave the premise by 9.30pm

FOOD & BEVERAGE

Bar tabs are run by consumption and all wines are to be charged by the glass and not by the bottle. Due to legislation, after 10pm all beverages will be served in plastic and all glass including decorations will need to be taken out of the area.

TERMS & CONDITIONS

RESPONSIBLE SERVICE OF ALCOHOL (RSA)

It is the responsibility of the client and his/her guests behave in an orderly manner. Miranda Hotel is committed to the responsible service of alcohol. Intoxicated and unruly guests will be refused service and asked to leave the premises. Miranda Hotel reserves all rights to:

- a) grant or refuse entry onto the licensed premises
- b) shut down the function at any time

Persons exhibiting signs of intoxication will be refused service and asked to leave the premises. A person who refuses to leave is committing an offence under the Liquor Act

DAMAGES

The client should be responsible at all times for any loss or damage to any equipment or merchandise left on the hotel premises prior, during or after the function

DECORATION

Decorations and display items are permitted in certain areas of the hotel. Please consult with the event coordinator. Under NO circumstances shall confetti, glitter or flammable materials may be allowed. No items are to be displayed from the walls, ceilings or any other Miranda Hotel fixtures.

GIFTS

Please inform your guests not to bring gifts of alcohol; as such items are not permitted under our licence. If this does occur, please hand alcohol to our bar staff and to be retrieved at the end of the function (only if before 9pm) otherwise it is to be picked up at a later date. Reasons for this are beyond our control and we appreciate your understanding.

PACKING UP

It is the responsibility of the client to ensure all items belonging to he/she are packed up at the conclusion of the function. This includes, decorations, gifts, cakes etc