

# Function Book

Miranda Hotel 2018



call 02 9524 0398 or email [functions@mirandahotel.com.au](mailto:functions@mirandahotel.com.au) to enquire

# 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

## BEVERAGE

Bar Tabs

Cash Bar

*\*Please note there are  
no beer taps in the lane  
Only bottled or canned beer  
available*

## 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 to FRIDAY  
& SATURDAY BEFORE 9PM



## 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

## BEVERAGES

Bar tabs  
Cash bar

## CAPACITY

Cocktail  
Min: 50 pax  
Max: 130 pax

\*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)

## MENU

Set Menu

Family style banquet

Canape options



## 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

Lounge seating & stage

Private bar



## BEVERAGES

Bar tabs

Cash bar

# Canapé 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

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## CONDITIONS

All guests must be catered for

No substitutions

Please advise us 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

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## CONDITIONS

Minimum of 20 pax

Deposit of \$20pp required upon booking

No substitutions

Please advise us 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

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## 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 us of 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

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## CONDITIONS

No substitutions

Seafood option can only be added on

Please advise us of any dietary requirements

# Drinks Options

## THE LANE

### BEERS(Can/Bottle)

Cascade Light	\$4.80
Tooheys New	\$6.00
Carlton Draught	\$6.00
VB	\$6.50
Carlton Dry	\$6.50
Pure Blonde	\$7.00
Coopers Pale Ale	\$7.00

### INTERNATIONAL & CRAFT BEERS (Bottle)

Corona	\$8.50
Asahi	
Stone & Wood -	\$8.50
Pacific Ale	\$8.50
150 Lashes	
4 Pine Klosch	

### CIDER & RTD(Can)

Somersby Pear/Apple	\$7.00
CC Dry/Cola	\$10.00
JD Cola	\$10.00
JB Cola	\$9.00
Smirnoff Double	\$10.00
Black	

### HOUSE SPIRITS

Smirnoff Vodka	\$8.00
Bullet Bourbon	\$8.00
Bacardi	\$8.00
Bundaberg Rum	\$8.00
Johnny Walker Scotch	\$8.00
Southern Comfort	\$8.50
Don Julio Tequila	\$9.00
Gordons Gin	\$8.00

### WINES

Tyrrells Shiraz	\$7.00
Tyrrells Sauv Blanc	\$7.50
La Gioiosa Moscato	\$8.00
Divici Prosecco	\$9.00
Tyrrells Sparkling	\$7.50
Le Chat Rose	\$9.00

## CONDITIONS

Prices are subject to change at any moment

All drinks will be served in plastic from 9.45pm on wards due to licensing

Please advise us if you have any special alcohol requests e.g. cocktails, certain spirits, wines etc.

There are no Tap Beers in the Lane

# Booking Confirmation

Email to [functions@mirandahotel.com.au](mailto:functions@mirandahotel.com.au)

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 9pm

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