



## *Blue Water Function Centre*

*Where the ocean meets the lake,  
The perfect place to celebrate!*

### *Wedding Package*

*Amaze your guests at our absolute waterfront venue. Blue Water Function Centre, perched on the edge of the Swansea Channel, is located on the first level at Swansea RSL Club and features breathtaking water views of the ocean and Swansea inlet.*

*While our venue showcases the natural beauty and tranquillity of the surrounding area, inside our experienced Function Manager will help you design and organise your wedding and give you professional advice to ensure that your special day is everything you dreamed it would be, and more.*



# Your wedding at Blue Water Function Centre

Here at Blue Water Function Centre we understand that each of our clients are unique and therefore each wedding is different. For this reason we have designed our packages to offer you the flexibility to design your dream wedding tailored to your own requirements.

## Set Wedding Package

*Promise, Sweet Hearts, Forever & Cocktail Packages*

If you want to reduce the stress of planning your wedding reception, selecting one of our value added set packages is a perfect option for you. Our packages have been thoughtfully designed to include all the reception essentials whilst still giving you the flexibility to add your personal style. With 4 different set packages available catering to a range of budgets, you will be sure to find one to suit your requirements.

## Designing your own Package

If you are having an intimate wedding with less than 50 guests or you would prefer to have the freedom to use your own suppliers, to add your own creative flair to your special day and to design your wedding tailored to your individual requirements and budget this option allows you to do so. For more information on how to design your own package please see page 11



*Hunter Valley & Newcastle Brides Choice Awards  
2018 Winner: Wedding Venue - Licenced Club  
2019 Finalist: Wedding Venue - Licenced Club*

# Our Function Rooms

## Blue Water Function Room/ Blue Water Lounge

*Only metres back from the edge of the Swansea Channel, the brand new large private undercover balcony attached to Blue Water Function Room, is the perfect place for your guests to enjoy arrival champagne and canapes whilst enjoying the stunning water views. The room also features full bar facilities, private amenities, air conditioning, down lights with dimmers, audio/visual facilities, and capacity for up to 250 guests for a seated function and up to 400 guests for a cocktail function. Blue Water Lounge alone is suitable for smaller weddings.*



## Charmers Function Room

*Featuring glass panelling along two walls Charmers Function Room showcases spectacular views of the ocean and the Swansea Inlet. The room includes private bar facilities, air conditioning, and audio facilities. Perfect for weddings of up to 60 guests.*





# Outdoor Ceremonies

*You are spoilt for choice when it comes to selecting a location for your ceremony with so many stunning options located within minutes of our venue. Whether you are looking for ocean views, lake side, beach or headland, our surrounding water wonderland will have the perfect place for you to exchange your vows.*

## Recommended locations

*Eddie Charlton Reserve (outside Swansea RSL Club), Coon Island, Murrays Beach, Pelican foreshore, Illawong Park - Swansea Heads, Reid's Reserve - Swansea Heads, Blacksmiths Beach, Caves Beach - headland, viewing platform or beach, Catherine Hill Bay, Swansea foreshore - along The Esplanade*



*Catherine Hill Bay*



*Illawong Park*

# Outdoor ceremony packages

**\$800.00 each**

## Rustic Package

6 wooden bench seats (seats 24 pax)  
Rustic wood signing table with two Bentwood chairs  
Rustic wood arch with sheer white drapes  
White aisle runner  
Delivery, installation & removal

## Elegance Package

24 white Americana chairs  
White wood signing table with two white Tiffany chairs  
White frame arch with sheer white drapes  
White, black or red aisle runner  
Delivery, installation & removal

## Tropical Package

24 white timber chairs  
White clothed signing table with two white-wash Tiffany chairs  
4 post bamboo arbour with sheer white drapes  
White aisle runner  
Delivery, installation & removal

## Optional Extras

Use of Charmers Function Room or Blue Water Lounge/ Balcony as  
a wet weather back up - \$300.00  
(Subject to availability)

Floral jars for aisle including floral - \$27.50 each

Single, split or trailing fresh floral or foliage arrangement for  
arch/ arbour - from \$165.00

Peacock signing chair - \$100.00

"Welcome to our wedding" sign - blackboard or white with flowers -  
\$60.00

Keepsake personalised welcome sign with your names and wedding  
date - \$135.00

**Note: Packages do not include the council permit. Cost approx.  
\$135.00**

**Please contact Lake Macquarie Council on 4921 0333**

*Fresh rose petals not permitted*

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## On site ceremony options

If you would like to hold your ceremony and reception in the same location we have the perfect venue for you.

If you have planned an outside ceremony having a wet weather back up location is essential. There is no need to stress about the weather on the day, as your guests can relax in air conditioned comfort, whilst still admiring the beautiful scenery.

### **Blue Water Lounge & balcony**

Only metres back from the water, the brand new undercover balcony attached to Blue Water Lounge makes for a spectacular ceremony location. In the case of adverse weather the ceremony can be held inside Blue Water Lounge.

### **Charmers Function Room**

Featuring glass window panelling to showcase the spectacular views of the ocean and the Swansea inlet, Charmers Function Room is a beautiful indoor/ wet weather back up ceremony location.

### **Wet weather back up - \$350.00**

Or \$300.00 if booked in conjunction with one of our Outdoor Ceremony Packages

Hire of either of the above function spaces for your ceremony  
Space will be left empty for the items you had organised for your outside ceremony to be s

If you wish to use the space on the day notice must be given a minimum of 2.5 hours before the ceremony start time.

## On site ceremony packages

### **Notes**

Room opens 30 mins before ceremony start time.

Ceremony time must be a minimum of 2 hours prior to the reception start time as the ceremony space must be vacated a minimum of 1 hour prior before reception start time to allow time to pack down and reset the reception space

Fresh rose petals not permitted

### **"I do" package - \$350.00**

Hire of either of the above function spaces for your ceremony

24 x chairs from your reception

Registry table and 2 chairs

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### *True Love package - \$600.00*

*Hire of either of the above function spaces for your ceremony*

*24 x chairs from your reception*

*Registry table and 2 chairs*

*2 x pedestals with silk floral arrangement*

*Choice of a red, white or black carpet aisle*



### *Romance package - \$925.00*

*Hire of either of the above function spaces for your ceremony*

*24 x chairs from your reception*

*Registry table and 2 chairs*

*Choice of a red, white or black carpet aisle*

*Choice of arch or arbour*



## *Promise Package*

- 6 hours room hire of your preferred function room
- Crisp white linen table cloths and napkins
- White skirting for the bridal, cake and present tables
- Mirror faced cake table
- Use of microphone and lectern for speeches
- Champagne served to your guests on arrival
- Cheese and anti pasto platters served on arrival
- 2 course plated meal from Menu 1 **OR** a 1 course buffet
- Freshly brewed coffee and a selection of teas
- Your wedding cake cut and served on platters
- Menu cards for each guest table
- Professional DJ and MC
- Parquetry dance floor
- Elegant white or black chair covers with decorative sash in your choice of colour
- Hurricane lamp centrepieces with pillar candle

**\$60.00 per person**

*Based on 100 guests*

<i>Number of guests</i>	<i>100+</i>	<i>90-99</i>	<i>80-89</i>	<i>70-79</i>	<i>60-69</i>	<i>50-59</i>
<i>Package cost</i>	<i>\$60.00pp</i>	<i>\$62.00pp</i>	<i>\$63.50pp</i>	<i>\$66.00pp</i>	<i>\$69.00pp</i>	<i>\$73.00pp</i>

### *Optional Extras & Upgrades*

<i>5 hour Premium Beverage Package (see page 12)</i>	<i>\$35.00pp</i>
<i>5 hour Elite Beverage Package (see page 12)</i>	<i>\$46.00pp</i>
<i>Upgrade to canapes served on arrival</i>	<i>\$5.00pp</i>
<i>Upgrade to a 2 course plated meal (Menu 2)</i>	<i>\$14.00pp</i>
<i>Upgrade to Tiffany chairs</i>	<i>\$5.00 each</i>
<i>Add dessert - see page 18</i>	
<i>Add optional extras - see page 20</i>	
<i>Add decorations - price on application</i>	



## *Sweet Hearts Package*

- 6 hours room hire of your preferred function room
- Crisp white linen table cloths and napkins
- White skirting for the bridal, cake and present tables
- Mirror faced cake table
- Use of microphone and lectern for speeches
- Champagne served to your guests on arrival
- Cheese, anti pasto and hot finger food platters served on arrival
- Your choice of either a 2 course plated meal from Menu 2 **OR** a 2 course meal including a plated entrée (menu 1) and buffet main course
- Freshly brewed coffee and a selection of teas
- Your wedding cake cut and served on platters
- Menu cards for each guest table
- Professional DJ and MC
- Parquetry dance floor
- Elegant white or black chair covers with decorative sash in your choice of colour
- Your choice of centrepieces from a large range of various styles
- Table runners for the bridal table in your choice of colour
- Chiffon and fairy light curtain backdrop behind your bridal table with your choice of black or white swagging
- White wishing well
- Easel and frame to display your seating arrangement

**\$83.00 per person**

*Based on 100 guests*

<i>Number of guests</i>	<i>100+</i>	<i>90-99</i>	<i>80-89</i>	<i>70-79</i>	<i>60-69</i>	<i>50-59</i>
<i>Package cost</i>	<i>\$83.00pp</i>	<i>\$85.00pp</i>	<i>\$88.00pp</i>	<i>\$91.00pp</i>	<i>\$95.00pp</i>	<i>\$100.50pp</i>

### *Optional Extras & Upgrades*

<i>5 hour Premium Beverage Package (see page 12)</i>	<i>\$35.00pp</i>
<i>5 hour Elite Beverage Package (see page 12)</i>	<i>\$46.00pp</i>
<i>Upgrade to canapes served on arrival</i>	<i>\$3.50pp</i>
<i>Upgrade to Tiffany chairs</i>	<i>\$5.00 each</i>
<i>Add dessert - see page 18</i>	
<i>Add optional extras - see page 20</i>	
<i>Add decorations - price on application</i>	

## *Forever Package*

- 6 hours room hire of your preferred function room
- White linen table cloths and napkins
- White skirting for the bridal, cake and present tables
- Mirror faced cake table
- Use of microphone and lectern for speeches
- Champagne served to your guests on arrival
- Chefs selection of canapes served on arrival
- Your choice of either a 2 course plated meal from Menu 2 **OR**  
a 2 course meal including a plated entrée (menu 1) and buffet main course
- Freshly brewed coffee and a selection of teas
- Amazing 3 tiered wedding cake (80+ guests) or 2 tiered wedding cake (50-79 guests)
- Your wedding cake cut and served on platters with freshly whipped cream and berry coulis to complement your cake
- Menu cards for each guest table
- Professional DJ and MC
- Parquetry dance floor
- Elegant white or black chair covers with decorative sash in your choice of colour
- Your choice of centrepieces from a large range of various styles
- Choice of circular mirror, wooden round base or table runner to complement each centrepiece
- Chiffon and fairy light curtain backdrop with your choice of black or white swagging behind your bridal table
- Your choice of bridal and cake table decorations: either black or white swagging with table runners **OR** sequinned gold or silver cloths
- Chiffon and fairy light ceiling draping
- Choice of wishing well
- Choice of easel and frame to display your seating arrangement

**\$102.50 per person**

*Based on 100 guests*

<i>Number of guests</i>	<i>100+</i>	<i>90-99</i>	<i>80-89</i>	<i>70-79</i>	<i>60-69</i>	<i>50-59</i>
<i>Package cost</i>	<i>\$102.50pp</i>	<i>\$105.50pp</i>	<i>\$110.00pp</i>	<i>\$114.50pp</i>	<i>\$119.00pp</i>	<i>\$129.00pp</i>

### *Optional Extras & Upgrades*

<i>5 hour Premium Beverage Package (see page 12)</i>	<i>\$35.00pp</i>
<i>5 hour Elite Beverage Package (see page 12)</i>	<i>\$46.00pp</i>
<i>Upgrade to Tiffany chairs</i>	<i>\$5.00 each</i>
<i>Add dessert - see page 18</i>	
<i>Add optional extras - see page 20</i>	
<i>Add decorations - price on application</i>	

## Cocktail Wedding Package

- 6 hours room hire of your preferred function room
- Crisp white linen table cloths
- White skirting for the bridal, cake and present tables
- Mirror faced cake table
- Use of microphone and lectern for speeches
- Personalised welcome sign
- Champagne served to your guests on arrival
- Cheese and antipasto platter served on arrival
- Your choice of your preferred canapé menu (see page 17)
- Your wedding cake cut and served on platters
- Professional DJ and MC
- Parquetry dance floor
- 100 helium balloons in your choice of colour floating over the dance floor
- Fifty elegant white or black chair covers with decorative sash in your choice of colour (Based on 100 guests)
- White wishing well

**\$62.50 per person**  
Based on 100 guests

Number of guests	100+	90-99	80-89	70-79	60-69	50-59
Package cost	\$62.50	\$64.50pp	\$66.50.00pp	\$69.50pp	\$72.50pp	\$78.00pp

### Optional Extras & Upgrades

5 hour Premium Beverage Package (see page 12)	\$35.00pp
5 hour Elite Beverage Package (see page 12)	\$46.00pp
Add dessert - see page 18	
Add optional extras - see page 20	
Add decorations - price on application	



# Design your own Wedding Package

*Select this option if:*

*You have less than 50 guests*

OR

*You want to design your own package tailored to your individual requirements and budget, with the option to use your own suppliers*

## *Choose your reception room*

*(see Page 3)*

*Blue Water Function Room / Blue Water Lounge - \$850.00 (6 hours)*

*Charmers Function Room - \$400.00 (6 hours)*

## *Beverages*

*(see Page 12)*

## *Catering options*

*(see Pages 13-18)*

## *Add entertainment:*

*DJ/ MC - \$500.00*

*Professional DJ to entertain you for five hours and to act as the master of ceremonies if required*

*Parquetry dance floor - \$100.00*

*5.4m x 4.5m*

## *Optional extras*

*(see Page 20)*

## *Decorations*

*Extensive range of decoration options available - Price on application*



# Beverage Packages

Beverage packages are for five hours duration.  
Available for weddings with a minimum of 40 adult guests.

## **Premium Package - \$35.00 pp**

Tap beers, Willowglen red and white wines, Willowglen Sparkling Brut, Strongbow ciders, Somersby Pear Cider & post-mix soft drinks.

## **Elite Package - \$46.00 pp**

Tap beers, Willowglen red and white wines, Willowglen Sparkling Brut, Somersby Ciders, single nip standard spirits, cocktails & post-mix soft drinks & juice

## **Under 18's beverage package - \$10.00 pp**

Unlimited post-mix soft drinks & juice

*\*Charmer's Function Room: Only bottled beers available. Cocktails not available*

## Beverage Package Inclusions

### Function wines

Willowglen Semillon Sauvignon Blanc  
Willowglen Chardonnay  
Willowglen Moscato  
Willowglen Rose  
Willowglen Shiraz Cabernet  
Willowglen Cabernet Merlot

### Function Sparkling

Willowglen Sparkling Brut

*Other wines are available upon request but are not included in the beverage packages*

### Beers on tap

Tooheys New, Tooheys Old, Victoria Bitter, Carlton Dry, Wild Yak, Carlton Draught, Great Northern, Cascade Light

### Ciders

Somersby Pear Cider, Somersby Apple Cider, Somersby Watermelon Cider, Somersby Lower Carb Apple Cider

### Cocktails (Elite package only)

Summer Sunrise, Midori Glow, Fruit Tingle, Spring Time, Black Russian

### Soft drinks and juice

Pepsi, Pepsi Max, Lemonade, Lemon Lime & Bitters, Solo and Orange juice

The above beverage packages are fantastic value, however if you would prefer to organise a bar tab with a set \$ limit of your choice or to have guests purchase their own beverages, you are welcome to organise this instead.

# Something on arrival

**Arrival champagne - \$4.00 per person (minimum 50 pax)**

*Let us greet your guests with a glass of bubbles as they enter your reception*

**Arrival canapes - \$8.00 per person**

*Delight your guests when they arrive with the chef's selection of hot and cold canapés served for 30 minutes*

**Cheese platter - \$100.00 - feeds 30 pax**

*Mixed platter of assorted cheese, crackers, dips, dried fruit, nuts and grapes*

**Antipasto platter - \$85.00 - feeds 30 pax**

*Cabanossi, cheese cubes, semi dried tomatoes, roasted capsicum, marinated fetta, olives, gherkins, pickled onions, tortilla chips, crackers and dips*

**Hot mixed fingerfood platter - \$85.00 per platter - feeds 10 pax**

*Cocktail fish pieces, Crumbed calamari, Chicken & Vegetable Dim Sims, Spring rolls, Mini meat pies, Samosas and Sausage rolls*

**Hot Seafood platter - \$100.00 per platter - feeds 10 pax**

*Crumbed whiting, crumbed calamari, salt & pepper squid, prawn twisters, Thai fish cakes, tempura scallops, seafood claws*

**Hot Vegetarian platter - \$85.00 per platter - feeds 10 pax**

*Spring rolls, Mexican style potato skins, spinach & fetta triangles, onion rings, risotto balls, pastizzi's, samosas*

**Hot - Gluten free platter - \$95.00 per platter - feeds 10 pax**

*Chicken nuggets, marinated chicken skewers, Buffalo wings, Aussie meatballs, potato skins with bacon, cheese & sweet chilli, vegetable & ricotta rolls*





# Plated Menu 1

Promise Package menu

## Entrées

Tempura whiting fillets with garlic aioli

Sate chicken skewers with fragrant rice

Thai beef salad with coriander and lime dressing GFA

Chicken Caesar salad GFA

Garlic prawns served on a bed of jasmine rice GF

Spinach & ricotta tortellini with a pesto cream sauce

Roast pumpkin, baby spinach and feta frittata GF

## Mains

Marinated chicken breast served with rosemary potatoes,  
seasonal greens and a lemon white wine sauce GF

Pork Sirloin served on stir-fry hokkien noodles with vegetables  
and plum sauce

Braised lamb shank served on garlic mash with steamed  
greens and a tomato rosemary sauce GF

Lemon Herb Macadamia Crusted Barramundi with beer  
battered fries, a rocket salad and herb aioli

200g Grain fed Sirloin with a seeded mustard sauce served  
with sweet potato mash and vegetables GF

Chicken breast with a creamy roast capsicum and pesto sauce  
served with roasted potatoes and steamed greens GF

Pork fillet scaloppini: grilled pork in a bacon and mushroom  
cream sauce served on sweet potato mash with buttered green  
beans GF

**\$32.00 per person**

Select 2 options from each course to be served alternatively

Includes bread roll, butter and freshly brewed tea & coffee

GF = Gluten free dishes

GFA = Gluten free option available

# Plated Menu 2

Menu for Sweet Hearts & Forever Packages

## Entrée

Tempura prawns served on an Asian style salad, with XO sauce

House made salt and pepper squid with citrus aioli

Peking duck spring rolls with Asian dipping sauce

Semi dried tomato, mozzarella and roast capsicum risotto balls topped with Napolitano sauce and parmesan cheese

Mini antipasto platter including marinated feta, olives, semi dried tomatoes, grilled vegetables and toasted bread GF

Moroccan beef skewers with fragrant rice and spicy yoghurt GF

Sydney rock oysters with a retro classic Kilpatrick sauce GF

## Main

Grain fed scotch fillet served on garlic potato mash with buttered asparagus and a red wine jus GF

Ham and mozzarella stuffed chicken breast with smashed potato, steamed greens and a sherry sage sauce GF

Mustard and herb crusted lamb rump, served with Swiss style potato rösti, green beans and a honey thyme jus

Fillet of salmon served on a mushroom and chive risotto with salsa verde GF

Garlic and herb grilled spatchcock on fried polenta with ratatouille and chilli jam

Pork cutlet on a curry and raison cous cous with fennel and toasted almond salad

Grain fed sirloin topped with king prawns served on a bed of sweet potato mash with seasonal greens and a creamy garlic sauce GF

**\$46.00 per person**

Select 2 options from each course to be served alternatively

Includes bread roll, butter and freshly brewed tea and coffee

Gluten free dishes = GF      Gluten free option available = GFA

# Buffet Menu

## Mains

### Meat & Poultry

- Porterhouse beef steaks with wild mushroom cream sauce GF
- Grilled chicken thigh marinated in paprika, garlic and olive oil GF
- Honey Mustard chicken GF
- Pork scaloppini in a creamy mushroom and bacon sauce GF
- Marinated lamb leg with minted jus GFA
- Roasted beef sirloin with a red wine jus GFA
- Roast Pork with apple sauce GFA

### Seafood - \$3.50pp surcharge per dish

- Barramundi with lemon dill sauce GF
- Creamy garlic prawns GF
- Seafood medley in a mild satay sauce

## Sides

- Steamed seasonal vegetables GF
- Creamy cheese and bacon potato bake GF
- Baked potatoes GF
- Baked pumpkin GF
- Steamed rice GF
- Fried rice GFA
- Garden salad GF
- Pasta salad
- Caesar salad GFA

**\$32.00 pp**

*(Your choice of 3 mains & 4 sides)*

*Minimum of 40 adult guests.*

*Children 4-11 years - 50% of adult price. Children under 4 years eat free*

*Includes bread rolls, tea & coffee and condiments*

*Gluten free dishes = GF    Gluten free option available = GFA*

*Additional mains - \$7.00 per person, per main*

*Additional sides - \$2.50 per person, per side*

*Add plated entrée served to table*

*\$12.00 per person - Menu 1*

*\$17.00 per person - Menu 2*



# Canapé menu

## Cold Canapés

Freshly shucked oysters with chilli ginger & rice wine vinegar GF  
Smoked salmon crostini with lemon dill crème fraîche  
Vietnamese rice paper rolls with ginger and lime dipping sauce GF  
Semi dried tomato, roast pumpkin and baby spinach frittata GF  
Rare roast beef on parmesan chip with tomato chutney GF  
Bruschetta of roasted chicken with avocado & thyme mayo  
Coconut, chilli & ginger prawn spoon with peach & mango salsa GF  
Beef & chorizo meat ball with yoghurt dipping sauce

## Hot Canapés

Shredded chicken and bacon tartlet  
Char grilled asparagus wrapped in prosciutto GF  
Arancini balls with tomato relish  
Peking duck spring rolls with hoï sin sauce.  
Butternut pumpkin & three cheese scrolls  
Tempura prawns and dipping sauce

## Substantial Canapés - served in noodle boxes with forks

B.B.Q. pork with Asian salad and crispy noodles  
Char grilled chilli squid with chips and garlic aioli GFA  
Chicken Caesar salad GFA  
Tempura whiting with thick chips, tartare & lemon  
Garlic prawns and jasmine rice GF  
Spinach and ricotta tortellini with Napolitano sauce  
Thai beef salad

## Fingerfood

Vegetable Spring rolls, Risotto balls, Chicken & vegetable dim sims,  
Mini quiches, Buffalo chicken wings, Salt & pepper squid,  
Tempura prawns, Duck and plum spring rolls, Gourmet mini meat pies,  
Satay chicken skewers

**\$35.00 per person**

*includes freshly brewed tea & coffee*

Gluten free dishes = GF      Gluten free option available = GFA

## Choose either:

3 hot canapés, 3 cold canapés & 2 substantial canapés  
OR

All items on fingerfood menu plus 2 substantial canapés

Additional hot or cold canapes - \$3.00pp each

Additional substantial canapes - \$7.50pp each

## Something for Dessert

### Plated menu - \$10.00 per person

*Select 2 options to be served alternatively*

*Pecan pie with caramel sauce and double cream*

*Caramel sticky date pudding with butterscotch sauce and toffee shard*

*Vanilla panacotta with blueberry compote GF*

*Chocolate salted caramel tart with ganash and cream*

*Banana cream pie with passionfruit coulis and double cream*

### Dessert station - \$12.00 per person

*Selection of cakes, slices and petite fours served with freshly whipped cream and berry coulis*

## Your wedding cake

*Cut, individually plated, garnished with cream and berry coulis & served to guests at the table*

*\$3.00 per person*

*Cut and served on platters for guests to help themselves - side plates, napkins and spoons provided*

*\$25.00*

*Cut and served on platters for guests to help themselves*

*Free of charge*

### To accompany your cake

*Freshly whipped cream to accompany your cake*

*\$30.00 per bowl - feeds 30 pax*

*Bowl of berry coulis to accompany your cake*

*\$40.00 per bowl - feeds 30 pax*

*Fresh seasonal fruit platter*

*\$65.00 per platter - feeds 20-30 pax*

## Children's menu

*Under 12 years*

*Chicken nuggets and chips  
Cheeseburger and chips  
Fish and chips  
Penne pasta with Napolitano sauce*

*\$10.50 per person*

*With ice cream for dessert - \$13.00 per person*

## Junior's menu

*12 - 17 years*

*Chicken schnitzel with gravy served with fries and salad  
Penne pasta with a bacon & mushroom cream sauce  
Cheesy beef nachos topped with sour cream*

*\$18.50 per person*

*With ice cream for dessert \$22.00 per person*



## Optional extras

### **Balloons - \$245.00**

100 helium balloons in your choice of colours with metallic ribbons

### **Set up of wedding items - \$100.00**

Set up of your place cards, favours, seating plan, guest book & bridal party gifts on the day of your wedding

Additional fee's apply for set up of decorations, lolly buffets etc - POA

### **Delicious wedding cake including delivery**

(Included in Forever package)

3 tiers (feeds up to 150 people) - \$700.00

2 tiers (feeds up to 80 people) - \$460.00

### **Photobooth package - \$875.00**

Includes 4hr hire, unlimited double prints, video messaging, props, professional attendant, personalised message or logo, red carpet, bollards & rope, range of backdrop options, USB with all images from the night, delivery, set-up and pack-down.

Add a 50 page white leather photo album (recommended) - \$60.00

### **Data Projector and Screen - \$50.00**

(Blue Water Function Room only)

### **Your wedding cake cut and served on platters - \$25.00**

Your cake cut and served on platters for guests to help themselves - side plates, napkins and spoons provided



# Terms and Conditions - Weddings

**The team at Swansea RSL Club are committed to providing the highest standard of service and provide the following information for your perusal. Our policies ensure the smooth running of your function.**

**Booking Confirmation** – Deposit required - \$500.00. Bond required - \$500.00. **Total \$1000.00.**

Your chosen date can be held tentatively for seven (7) days. To confirm your booking please ensure a deposit of \$500.00 and a bond of \$500.00 is paid within the 7 day hold period, and a signed copy of these Terms and Conditions is returned to the Function Manager. If the deposit and bond are not received by the end of the 7 day holding period, your booking will be released. The \$500.00 deposit will come off the final payment for your function. The \$500.00 bond will be held to cover any damages that may occur and will be refunded in full by cheque, posted to you 7-10 business days after function date if no adjustments are necessary. Please note the Damage clause included in this document.

**Room Hire** – Reception room hire is for a six hour period. This 6 hour period can include any hours between 8am – 11:30pm (Friday and Saturday) or between 8am – 9:30pm (Sunday-Thursday). Note bar and music are to cease 30 minutes prior to the function conclusion time. Additional fees apply if you wish to extend beyond the six hour agreement – price on application. The room hire fee is included in our Promise, Sweet Heart, Forever and Cocktail Packages.

**Minimum numbers** - A minimum of 50 guest is required to take a set package. For weddings with less than 50 guests please use the "Create your own package" see packages 2 & 11. A minimum of 40 adult guests is required for the buffet menu and beverage packages.

**Confirmation of details** – Final confirmation of all details will be due 21 days prior to the wedding. The number of guests attending at this time will be regarded as the final number and you will be charged accordingly, even if fewer guests attend the event. Addition of extra guests must be given and paid for a minimum of 48 hours prior to the function. Any changes to the set-up/ floor plan of the function room within 24 hours prior to the function may incur a fee. You are required to supply a copy of your seating plan to the Function Manager 21 days prior.

**Payment of account** –

Payment 1 - \$500.00 deposit and \$500.00 bond required at time of confirmation of booking = \$1000.00

Payment 2 - \$1000.00 payment required six months prior to wedding

Payment 3 - \$1000.00 payment required three months prior to wedding

Payment 4 - Full payment of remaining account balance is required 14 days prior to your function.

Payment can be made by cash, credit card (sorry AMEX and Diners Cards not accepted), direct bank transfer, or by bank cheque (sorry personal cheques not accepted)

Failure to make the above required payments by the due dates may result in your booking being cancelled. Please note in this case no refund of prior payments will be given.

Bar tab accounts are to be settled in full at the completion of your function by cash, credit card or Eftpos.

**Catering** – Special menu items are available on request and we are only too happy to cater for guests with special dietary requirements e.g. Vegetarian, Celiac and allergies – note: 21 days' notice of any special requests must be given.

Swansea RSL Club is fully licensed which prohibits the bringing of food and or beverages onto the premises with the exception of celebration cakes e.g. Wedding / birthday cakes. Health regulations state that no leftover food is to be taken by a client or guest from club premises. If by chance food is taken from the premises no responsibility will be taken by Swansea RSL Club or Club Management.

**Function conclusion times** – Functions on Friday and Saturday evenings must cease by 11:30pm. Our upstairs function bars will close 30 minutes prior to the function conclusion time. All music is to cease 30 minutes prior to the function conclusion time. Functions held Sunday – Thursday must cease at 9:30pm with bar and music concluding 30 minutes prior to the function conclusion time.

**Beverage Packages** - If you are selecting a beverage package all adults attending must go on the same package regardless of the personal circumstances (eg: religious beliefs, pregnancy etc). Minimum of 40 adult guests required for a Beverage Package.

**Ceremony decorations** – In the case of extreme wind, for safety reasons it may not be possible to erect the arch/ arbour.

**Smoking Policy** – Smoking (including E cigarettes/ vaping) is not permitted inside the Club or on either of the upstairs balconies. Smoking is available in designated outside areas on the ground level of the Club. Smoking on the function balcony may result in the balcony being shut down during your event.

**Decoration included in packages** – Please note that centrepieces included in the set packages are based on the premise that there will be 10 guests on each guest table. Should you require additional guest tables a surcharge will apply for additional table decorations.

**Permissions** – I acknowledge that Swansea RSL Club may take photographs of the Event and hereby give my express permission for the Club to use the media for promotional purposes.



**Membership** – All guests entering the Club must fall into one of the following categories:

1. Current members (membership card must be shown)
2. Temporary member (those who live outside 5km radius of the Club. Must show residential ID and sign in)
3. Signed in by a member (a guest who resides within the 5km radius, who is not a member of the Club, must be signed in by a member)

**Note:** This is State Government Legislation.

**Responsible Service of Alcohol** – Due to licensing laws, no liquor can be brought onto the premises by any guest at any function.

BYO facilities are not available however with prior notice we can order in any special requests.

Swansea RSL Club enforces the *Responsible Service of Alcohol* and the *Responsible Gaming* laws. By law any person under the age of eighteen (18) years may not consume or purchase an alcoholic beverage, or participate in any Gaming activity.

Swansea RSL Club enforces the *Responsible Service of Alcohol* Laws including the duration of any Beverage Package

**The management of Swansea RSL Club reserves the right to**

1. Refuse service and remove from the premises any person believed to be intoxicated by alcohol or drugs
2. Implement a one drink per person policy.
3. Close the bar and terminate a function if guests do not practice responsible service of alcohol.
4. Refuse service and remove from the premises any person who is abusive or aggressive to staff or other patrons
5. Terminate the function if the host fails to comply with the licensing laws or is unable or unwilling to be responsible, present and able to liaise with staff regarding any issues throughout the function.

**Public Holidays** – A surcharge of 10% of the amount of your total account will be added to bookings held on public holidays.

**Decorations** – You are more than welcome to decorate your function space, however please note that **nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the venue. Confetti, glitter, table scatters, rice, polystyrene balls or the like are not permitted on the premises and a cleaning fee of \$100 will apply if this request is ignored.** All candle flames must be enclosed. Naked flames are not permitted. Any decorations supplied by the client must be pulled down/ packed up at the conclusion of the function. The staff of Swansea RSL Club will take all possible care in looking after guests belongings, however we cannot accept any responsibility for any loss or damage incurred to any items in the venue prior to, during or after any function. Please check with your Function Manager as to when the room will be available for decorating and when any decorations left on premises after a function must be collected. Any decorations are the responsibility of the client or the outside contractor. Swansea RSL Club staff take no responsibility for the decorating of the event space, unless prior arrangements have been made.

**Cakes** – Please note that the staff of Swansea RSL Club take no responsibility for the setting up of your wedding cake. Your wedding cake should be delivered and fully assembled on the cake table provided a minimum of 1 hr prior to the reception start time. Note: Cakes must be delivered on the day of the wedding. Swansea RSL Club does not store cakes overnight. Any leftover cake must be collected no later than the day following the wedding.

**Wedding cake booked through us** – If you wish to make any upgrades to the wedding cake which requires an additional cost, this payment is to be made directly to the cake supplier.

**Supplying your own DJ/ Entertainment** - If you are providing your own DJ or Entertainment a copy of their Public Liability Insurance must be provided to the Function Manager a minimum of 21 days prior to the function. If this is unable to be provided the DJ/ Entertainer must sign a waiver form which will also be due a minimum of 21 days prior to the function. DJ/ Entertainer is to confirm any equipment that is required to be provided by the venue eg: table for equipment, chair, access to power etc. a minimum of 21 days prior to function. **All DJ's/ Entertainers must be set up and have sound check completed a minimum of 15 minutes prior to the function start time. DJ's/ entertainers are not permitted to bring in and set up their equipment once guests have entered the function room.** Due to the glass panelling in Charmers Function Room electric guitars/ instruments and drum kits will not be permitted to entertain in this area. Other entertainment is permitted – please check with the Function Manager.

**Children** – Children are welcome to attend your function. Please note that children must be supervised by an adult and stay inside the function room at all times. Unsupervised children will not be permitted to stay in the venue.

**Additional items** – It is the responsibility of the client to set up any additional items (not provided by Swansea RSL or Cupids Corner) in the function room such as place cards, favours, decorations, seating plan, flowers etc.

**Prices** – Whilst every endeavour is made to maintain prices as printed, all prices quoted are subject to change without notice.

**Undesirable behaviour** – Undesirable behaviour including offensive language, disrespect to staff members, dangerous behaviour or illegal activities will not be tolerated. Any guests partaking in undesirable behaviour will be removed from the venue.

**Safety** – For safety reasons drinks are not permitted on the dancefloor. Music will be ceased if guests fail to abide by this request.

**In house DJ & Photobooth bookings** – If you require a DJ or Photobooth to be booked by Blue Water Function Centre either as part of your package or separately, notice must be given to the Function Manager at your earliest convenience to ensure availability. A surcharge may apply if we need to outsource the booking to a company who is not our preferred choice. Please note that DJ's & photobooth attendants booked through Blue Water Function Centre require a trade meal to be provided for them during the function.

**Itinerary** – You will work with the Function Manager to design an itinerary for your event which will be provided to you on a run sheet prior to the function and our staff will help to keep you on schedule throughout your function. Our staff are rostered around these confirmed times. Please note that requests to change the itinerary during the event may not be possible.

**Courtesy Bus** – Our courtesy bus is available to transport guests home (within a 5km radius of the Club) after the function concludes at 11:30pm (Fri and Sat night) or at 9:30pm (Sun – Thurs). Please note the bus seats 11 people and should you have a large amount of guests requiring transport alternate arrangements should be made. A run sheet provided to the Club of where guests need to be dropped off should be provided to your Function Manager at least 21 days prior to your event. Please note that children under 4 years are not permitted on the courtesy bus as it is not fitted with appropriate child restraints. Children between 4-8 years will need to sit in a special booster seat. Please advise us if you have any guests requiring the bus who are this age. The courtesy bus does not start running until 4pm and availability for pickups is limited. We suggest that your guests make their own way to the venue.

**Damage** – The client will be financially liable for any damage sustained or items stolen from Swansea RSL Club property whether through their own action or through the action of their guests or appointed contractors. Should any damages occur your \$500.00 bond may be forfeited. Additional charges may be incurred for substantial damage.

**Outside contractors** – All out sourced contractors such as decorators, DJ's, entertainment, photobooths etc must have their own public liability insurance. A copy of contractor's public liability must be supplied to Swansea RSL Club at least 21 days prior to the function. Contractors must be fully set up in the function room 15 minutes prior to the function start time and must not pack up/ remove equipment until the function conclusion time.

**Cancellation** – Cancellation of your function must be notified in writing.

Cancellation 12 months or more prior to function - \$500.00 cancellation fee applies. Any additional payments will be refunded

Cancellation 6-12 months prior to function - \$1000.00 cancellation fee applies. Any additional payments will be refunded.

Cancellation 121-180 days prior to function - \$1500.00 cancellation fee applies. Any additional payments will be refunded.

Cancellation 91-120 days prior to function - \$2000.00 cancellation fee applies. Any additional payments will be refunded

Cancellation 29-90 days prior to function – \$2500.00 cancellation fee applies. Any additional payments will be refunded

Cancellation 15-28 days prior to the event – you will be liable for 50% of the estimated final account based on what has been confirmed with the Function Manager.

Cancellations 14 days prior to the event – you will be liable for full payment of the organized final account.

**Responsibility** – As the client signing this contract you agree to be responsible, present and able to liaise with staff regarding any issues throughout the function. Failure of the signing party to be responsible and present during the event may result in the event being terminated.

**Swansea RSL Club reserves the right to decline or cancel any function or booking**

I \_\_\_\_\_ have read and understood the above Terms and Conditions. I understand that this is a legally binding contract and I agree to be responsible for this booking including the actions of my guests and to abide by these Terms and Conditions.

Signature \_\_\_\_\_ Membership number \_\_\_\_\_

Date signed \_\_\_\_\_ Function date \_\_\_\_\_