



NELSON BAY  
GOLF CLUB

# FUNCTION KIT



# DINING VENUES

Nelson Bay Golf Club has a number of dining venues available to you for your next event, no matter the size or scale of your function.

## BLUEWATER GRILL RESTAURANT

Our restaurant overlooks our stunning golf course and offers a superb a' la carte menu. Group bookings of up to 20 people can dine on our a' la carte menu, before having to choose from a set menu. Maximum number for a group booking in Bluewater Grill is 30 people.

## TOMAREE ROOM

Has a private bar and on its own can seat 90 people banquet style or 140 people for a cocktail party. This room opens up onto our balcony or landscaped courtyard creating an ideal pre-dinner drinks venue with beautiful sunset views.

## YACAABA ROOM

Opens out onto our balcony overlooking the Golf Course and can host a smaller function of up to 50 guests seated, or 60 guests for a casual cocktail party.

## FUNCTION ROOMS COMBINED

The combined Tomaree and Yacaaba rooms can hold an impressive 200 people for a cocktail party or 160 for a formal sit-down function. This room has its own private bar and opens out onto our balcony overlooking our stunning course.

## COURTYARD

Perfect for a secluded afternoon outdoor cocktail party for up to 60 guests. This space is perfect for those wanting a unique outdoor venue.



# VENUE HIRE

VENUE	DIMENSIONS (M <sup>2</sup> )	COCKTAIL (PAX)	BANQUET (PAX)	CABARET (PAX)	PRICE
TOMAREE ROOM	147 sqm (13m x 11m)	140	90 (9x round tables)	54 (9x round tables)	\$500.00
YACAABA ROOM	89 sqm (8m x 11m)	60	50 (5x round tables)	30 (5x round tables)	\$400.00
COMBINED	231 sqm (21m x 11m)	200	160 (16x round tables)	96 (16x round tables)	\$800.00
COURTYARD	74 sqm	50	N/A	N/A	\$250.00



Numbers will vary when staging, audio visual and a dance floor are added into the room.





## MENUS

Tanya and Will Semmens our talented caterers take great pride and love in their product and are only too happy to make your meal and/or function a memorable experience. They can cater for any dietary requirement or request to assist you with your group booking.

Menu options range from cocktail, table banquets, plated BBQ and set 2 or 3 course sit down meals. Please enjoy perusing our following menu options. *Please note that our menus are seasonal and are subject to change.*

### BREAKFAST MENU

<b>CONTINENTAL BREAKFAST</b> Cereal, Fresh Fruit, Yoghurt, Charcuterie, Toast and Preserves Served with Coffee and Tea	\$30.00 pp.
<b>EGG AND BACON ROLL</b> served with Coffee and Tea	\$10.00 pp.
<i>HOT &amp; COLD BREAKFAST – ALL SERVED WITH TEA AND COFFEE</i> <b>LIGHT BREAKFAST</b> Assorted Danishes, Muffins and Fresh Sliced Fruit, Coffee, Tea and Juice	\$14.50 pp.
<b>HOT PLATED BREAKFAST</b> Bacon Chipolata Sausage, Scrambled Egg, Baked Beans, Grilled Tomato & Hash Brown, Coffee, Tea and Juice	\$25.00 pp.
<b>FULL HOT AND COLD BREAKFAST BUFFET</b>	\$35.00 pp.

### GOLFER'S LUNCH

<b>LUNCH BOXES (CAN BE TAKEN AWAY)</b> Ham/Salad Roll, Piece of Fruit, Homemade Biscuit, Bottle of Water <i>(Lunch boxes can be pre-ordered and ready for you to take out onto the course)</i>	\$17.00 pp.
<b>BURGER AND CHIPS (CAN BE TAKEN AWAY)</b> <i>(Burgers can be pre-ordered and ready for when you come off the course)</i>	\$20.50 pp.

## 2 COURSE LUNCH MENU

*Please select two items each from two menu types for an alternate service function*

**\$33.00 PER PERSON – 2 COURSES**

### MAIN

GRILLED CHICKEN & PRAWN SALAD  
with shaved coconut, macadamia nuts topped with mango salsa and honey mustard dressing

GOURMET LAMB AND ROSEMARY SAUSAGES  
with mash potato, minted peas, and onion gravy

BATTERED FLATHEAD FILLETS  
on Asian salad

CHICKEN SUPREME  
on pumpkin risotto topped with tomato chilli jam and jus

### DESSERT

WARM PEAR AND ALMOND TART  
with caramel Sauce, almond praline, and vanilla bean ice cream

PAVLOVA  
with whipped cream, mango slices, passionfruit, and strawberries

WARM CHOCOLATE AND PECAN BROWNIE  
with chocolate fudge sauce and vanilla ice cream

NEW YORK BAKED CARAMEL CHEESECAKE  
with mixed berry compote and whipped cream

HOMEMADE STICKY DATE PUDDING  
with butterscotch sauce & vanilla bean ice cream

KEY LIME TART  
with mixed raspberry compote & whipped cream





# COCKTAIL MENU

## PER PERSON PRICE

1-HOUR PACKAGE with a selection of 2 hot and 2 cold (total pieces per person 5-6)	\$35.00 pp
2-HOUR PACKAGE with a selection of 3 hot, 3 cold and 1 dessert (total pieces per person 10 – 12)	\$45.00 pp
3-HOUR PACKAGE with a selection of 4 hot, 4 cold and 2 desserts (total pieces per person 15 – 18)	\$55.00 pp

## COLD

- MINI BRUSCHETTA  
Topped with Tomato and Basil Salsa with Fetta
- PETITE SWEET CORN CAKES
- PETITE SAVOURY MUFFINS
- SMOKED SALMON, CREAM CHIVE CHEESE ON BLINI
- VIETNAMESE RICE PAPER ROLLS *Vegetarian (V) (GF)*
- VIETNAMESE RICE PAPER ROLLS *Chicken (GF)*
- ASSORTED SUSHI

## HOT

- ASSORTED MINI QUICHES
- PASTIZZI – Ricotta Cheese
- HERB CRUSTED CHICKEN TENDERLOINS WITH SWEET DIPPING SAUCE
- SATAY CHICKEN SKEWERS
- THAI CHICKEN BALLS (GF)
- HERB CRUMBED CALAMARI RINGS
- ITALIAN MEATBALLS (GF)
- MOROCCAN LAMB SKEWERS with Tzatziki Dip
- THAI PORT SPRING ROLLS
- MEDITERRANEAN VEGETABLE FRITTATAS (V)
- MINI TARTLETS – roast Pumpkin, Onion and Fetta
- HERB CRUMBED WHITING FILLETS

## DESSERT ITEMS

Add \$12.00 per person

- MINI ASSORTED CHEESECAKES
- CHOCOLATE AND PECAN BROWNIE  
with Chocolate Sauce and Vanilla Ice Cream
- MINI STICKY DATE PUDDING  
with Butterscotch Sauce and Vanilla Ice Cream
- MINI PAVLOVA  
topped with Cream, Mango and Passionfruit

## SUBSTANTIAL ITEMS

Add \$13.00 per person, per item

- FISH AND CHIP BOXES
- MINI BEEF BURGERS with Caramelised Onion and Aioli
- MINI CHICKEN HAWAIIAN BURGERS
- HOMEMADE SAUSAGE ROLLS with Pork and Fennel (2 per serve)  
Moroccan Lamb, Cous Cous and Mint Tzatziki Dip
- MOROCCAN LAMB, COUS COUS AND MINT TZATZIKI DIP

# PLATTERS

(V – Vegetarian, VG – Vegan, GF – Gluten Free)

## SAVOURY

DIPS AND CRUDITES PLATTER (V, VG)	\$58.00
CHEESE PLATTER	\$73.00
ANTIPASTO PLATTER	\$73.00
PETITE SWEET CORN CAKES (assorted toppings – 30 Pcs)	\$63.00
PETITE SAVOURY MUFFINS (30 pcs)	\$58.00
FRESH ASSORTED SANDWICHES (30 pcs)	\$58.00
HOMEMADE PIZZA – Roasted Pumpkin, Caramelised Onion, Spinach, Feta & Rocket (V, VG) (15 Pcs)	\$58.00
HOMEMADE PIZZA – BBQ Chicken and Bacon (15 Pcs)	\$63.00
HOMEMADE PIZZA – Ham, Tomato and Pineapple (15 Pcs)	\$58.00
HOMEMADE PORK AND FENNEL SAUSAGE ROLLS (25 Pcs)	\$58.00
MINI MIXED BRUSCHETTA (V, VG) (30 Pcs)	\$63.00
SATAY CHICKEN SKEWERS (GF) (25 Pcs)	\$60.00
MOROCCAN LAMB SKEWERS (GF) (25 Pcs)	\$68.00
ARANCINI BALLS - PUMPKIN AND FETTA (30 Pcs)	\$70.00
THAI CHICKEN BALLS (GF) (30 Pcs)	\$60.00
VIETNAMESE RICE PAPER ROLLS – Vegetarian (V, VG, GF) (30 Pcs)	\$55.00
VIETNAMESE RICE PAPER ROLLS – Chicken (VG, GF) (30 Pcs)	\$65.00
MINI VEGETABLE BURGERS with Hummus and Chili Jam (V) (15 Pcs)	\$58.00
MINI BEEF BURGER with Caramelised Onion, Cheese and Seeded Mustard Aioli (15 Pcs)	\$60.00
MINI CHICKEN HAWAIIAN BURGER (15 Pcs)	\$60.00
SELECTION OF MINI GOURMET PIES (30 Pcs)	\$65.00
HERB CRUMBED CALAMARI RINGS (40 Pcs)	\$60.00
MINI ASSORTED TARTLETS (V) (30 Pcs)	\$70.00
ASSORTED FLAVOURED FRITTATAS (V) (30 Pcs)	\$68.00
TEMPURA FISH COCKTAILS (30 Pcs)	\$75.00
MINI BEEF PIES AND SAUSAGE ROLLS (50 Pcs)	\$75.00
MINI DIM SUM, COCKTAIL SAMOSAS, COCKTAIL SPRING ROLLS, CHICKEN KIEV BALLS (60 Pcs)	\$75.00
CRUMBED CALAMARI, PANKO PRAWNS, TEMPURA FISH COCKTAILS (60 Pcs)	\$70.00
SPINACH AND FETA FIB, ASSORTED PASTIZZI, MINI QUICHE (V) (45 Pcs)	\$85.00

## SWEET

ASSORTED SLICES (30 Pcs)	\$58.00
ASSORTED CAKES (30 Pcs)	\$58.00
ASSORTED DANISHES & PASTRIES (30 Pcs)	\$60.00
SEASONAL FRUIT PLATTER	\$50.00
ASSORTED CAKES (GF) Price per platter	\$60.00

## TABLES

ANTIPASTO – Price per person, per table	\$13.00
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## 2 OR 3 COURSE DINNER MENUS

To choose two items from each course for an alternate serve function. Includes bread roll and choice of 1 side per table. Antipasto also available at an additional cost of \$13.00 per person.

### ENTREE

#### HERB CRUMBED CHICKEN TENDERLOINS

Served on Rocket, Avocado and Cherry Tomato Salad with Honey Seeded Mustard Dressing

#### ARANCINI BALLS

Mushroom and Chorizo on Watercress Salad, Balsamic Syrup and Tomato Chilli Jam

#### HOMEMADE SPRING ROLLS

served with Mango Chutney

#### GARLIC PRAWNS

served on Coconut Risotto and topped with Tomato Chilli Jam (GF)

#### CARAMELISED ONION AND ROASTED PUMPKIN TARTLET

topped with Rocket, Parmesan, Pine Nut Salad and Balsamic

#### TRADITIONAL CAESAR SALAD

Crispy Bacon, Garlic Croutons, Shaved Parmesan and Caesar Dressing

#### THAI CHICKEN SALAD

Tossed Mixed Leaves, Crispy Vermicelli Noodles, Toasted Nuts, Mint and Coriander

#### WARM PUMPKIN, BEETROOT AND SPINACH SALAD

with Cashews and Balsamic (V) (GF)

### DESSERT

#### VANILLA BEAN PANNA COTTA

served with Strawberry, Passionfruit and Whipped Cream

#### NEW YORK BAKED CHEESE CAKE

served with Mixed Berry Compote and Whipped Cream

#### WARM APPLE AND ALMOND TART

served with Caramel Sauce, Almond Praline and Vanilla Ice Cream

#### WARM CHOCOLATE AND PECAN BROWNIE

served with Chocolate Fudge Sauce and Vanilla Ice Cream

#### LEMON CITRUS TART

served with Whipped Cream and Strawberries

#### HOMEMADE STICKY DATE PUDDING

served with Butterscotch Sauce and Vanilla Bean Ice Cream

#### PAVLOVA

with Whipped Cream, Mango Slices, Passionfruit and Strawberries

### MAIN

#### PORK CUTLET

Served on Roasted Pumpkin and Spinach Risotto with Grilled Asparagus, Ginger Caramelised Apple and Jus

#### CHICKEN SUPREME

wrapped in Prosciutto on Roast Pumpkin and Spinach Risotto Cake topped with Rocket, Dukkha, Sun Dried Tomatoes and Jus

#### CRISPY SKIN ATLANTIC SALMON ON CITRUS COUSCOUS

topped with Baby Herb, Sun Dried Tomatoes, Almond Salad with Lemon and Dill Bagnaise

#### TWICE COOKED PORK BELLY

served on Kumara Mash, Spiced Beetroot and Currant Relish, Caramelised Pear and Walnut Salad

#### OVEN ROASTED CHICKEN SUPREME

filled with Fetta, Sundried Tomato on Chive Crushed Potato, Spinach and Jus

#### SIRLOIN STEAK

on Paris Mash, Roasted Field Mushroom, Slow Roast Tomato and Jus

#### HERB CRUSTED SNAPPER FILLET

on Roasted Potato, Rocket, Tomato Salsa and Lemon Bluer Blanc

### SIDES

Please pick one side from the following

ROCKET, PEAR, PARMESAN AND WALNUT SALAD with Honey Mustard Dressing (V) (GF)

WARM ROASTED PUMPKIN AND BEETROOT SALAD

with Spinach, Cherry Tomatoes, Cashews and Balsamic Dressing

MEDITERRANEAN VEGETABLE AND SPICED KUMARA COUS COUS SALAD

SEASONAL VEGETABLES

MIXED GREEN SALAD

2 Course Meal - \$45.00 per person

3 Course Meal - \$55.00 per person



## CASUAL BBQ MENU

\$35.00 PER PERSON

GOURMET SAUSAGES  
HOMEMADE RISSOLES  
GARLIC AND ROSEMARY CHATS  
SAUTIED ONIONS  
CORN ON THE COB  
MIXED LEAF SALAD  
FRESHLY BAKED BREAD ROLLS

## GOURMET BBQ MENU

\$50.00 PER PERSON

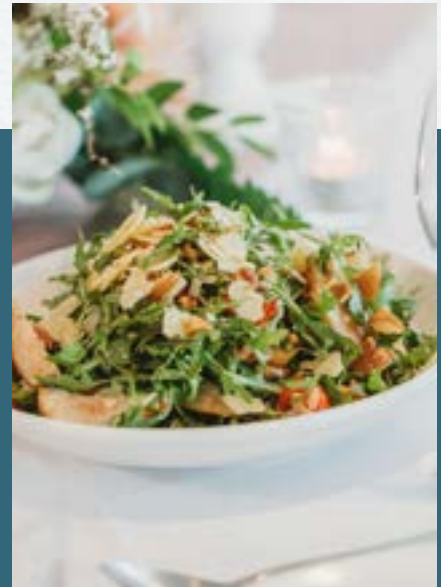
RUMP STEAK 200G  
GOURMET SAUSAGES  
MARINATED CHICKEN TENDERLOINS  
GARLIC AND ROSEMARY CHATS  
CORN ON THE COB  
FRESHLY BAKED BREAD ROLLS  
CHEF'S SELECTION OF CAKES/SLICES

*Select one salad from the following to accompany the BBQ Menu*

MIXED LEAF SALAD (V) (GF)

ROCKET, PEAR, PARMESAN AND CANDIED WALNUT SALAD with Honey Mustard Dressing (V) (GF)

MEDITERRANEAN VEGETABLE AND SPICED KUMARA COUS COUS SALAD (V)



# TABLE FEASTING MENU

Food is served on platters in the centre of the table.  
\$60.00 PER PERSON – 3 COURSE MEAL

Please choose 2 items for each course from the following:

## ENTREE

ITALIAN MEATBALLS  
in Tomato and Herb Sauce

SALT AND PEPPER SQUID  
on Asian Salad

MOROCCAN LAMB SKEWERS

THAI CHICKEN SPRING ROLLS  
with Mango Chutney

VIETNAMESE VEGETARIAN RICE PAPER ROLLS  
(V) (GF)

VIETNAMESE CHICKEN RICE PAPER ROLLS  
(GF)

MINI BRUSCHETTA  
Topped with Tomato and Basil Salsa with Feta

ROAST PUMPKIN  
Caramelized Onion, Fetta Tart

ANTIPASTO PLATE

## DESSERT

VANILLA BEAN PANNA COTTA  
served with Strawberry, Passionfruit and Whipped Cream

NEW YORK BAKED CHEESE CAKE  
served with Mixed Berry Compote and Whipped Cream

WARM APPLE AND ALMOND TART  
served with Caramel Sauce, Almond Praline and Vanilla Ice Cream

LEMON CITRUS TART  
with Whipped Cream and Strawberries

HOMEMADE STICKY DATE PUDDING  
served with Butterscotch Sauce and Vanilla Bean Ice Cream

PAVLOVA  
with Whipped Cream, Mango Slices, Passionfruit and Strawberries

## MAIN

SALMON FILLET  
with Macadamia and Fennel Seed Crust

ROASTED PORK BELLY

PEPPERED FILLET  
of Beef, Onion Rings and Horseradish Cream

ROASTED CHICKEN BREAST  
Wrapped in Prosciutto in a Herb Aioli (GF)

SLOW COOKED MIDDLE EASTERN LAMB  
SHOULDER  
Pomegranate Syrup and Coriander (GF)

CHICKEN SUPREME  
Slow Roasted Tomato and Whole Grain Mustard (GF)

## SIDES (One choice of side dish)

ROCKET, PEAR, PARMESAN AND WALNUT SALAD  
with Honey Mustard Dressing (V) (GF)

WARM ROASTED PUMPKIN AND BEETROOT  
SALAD  
with Spinach, Cherry Tomatoes, Cashews and Balsamic Dressing

MEDITERRANEAN VEGETABLE AND SPICED  
KUMARA COUS COUS SALAD

SEASONAL MIXED VEGETABLES

LEAF SALAD



## CHILDREN'S MENU

ALL Children's meals are served with Ice Cream for Dessert and Activity Pack. Available for Children under 12 years of age

**\$15.00 PER PERSON**

Select 1 item from the following:

CHICKEN SCHNITZEL WITH CHIPS AND SALAD

MINI BEEF BURGER WITH CHIPS

FISH AND CHIPS WITH SALAD

CHICKEN PENNE CARBONARA PASTA

MINUTE STEAK WITH CHIPS AND SALAD (GF)

MIXED LEAF SALAD

FRESHLY BAKED BREAD ROLLS

*Children are welcome to dine from a BBQ menu. Children are charged at half the menu price*

# FUNCTION TERMS AND CONDITIONS

## 1. DEPOSIT

Your booking is secured with a deposit of the room hire costs or minimum \$150.00 with the total remaining costs to be finalized prior to the day (min. 24hrs before) of your event/function

## 2. PAYMENTS

Payment may be made by either bank cheque, cash, EFT, direct deposit or credit card. All payments made by credit card will incur a merchant fee. If you wish to have an additional bar account you will need to supply credit card details prior to the function. Any additional charges incurred on the evening must be finalised at the conclusion of your reception otherwise the supplied credit card will be debited.

## 3. ADDITIONAL CHARGES

If your function extends beyond the pre-arranged time, a surcharge of \$200 per hour, or part thereof, will be incurred for the use of the function room. Should your requirements for tables/chairs EXCEED our stock, we will charge you any additional hire fees.

## 4. FINAL NUMBERS

Final event numbers are to be confirmed seven (7) days before the event. This is your guaranteed minimum. Increases are acceptable up to ten (10) people until two (2) days before the event

## 5. CANCELLATION

Must be notified in writing and will incur the following fees:

60 Days or more prior – No cancellation fee and full deposit will be refunded

59 – 30 Days prior – No cancellation fee, however deposit retained

30 – 8 Days prior – Deposit retained and further 25% of function total charged

7 – 0 Days prior – Up to 100% of function total may be incurred and will be finalised at the discretion of the Directors and Management of the Club

## 6. PRICING POLICY

Whilst every effort is made to maintain menu prices printed, these may be subject to change and increase at the discretion of Catering Management. Estimation of your event will be available if required when booking your event. Full payment of your event will confirm pricing. A room deposit CANNOT guarantee menu prices.

## 7. DAMAGE TO THE VENUE

Any damage sustained to any part of the venue by the organiser or their guests is the responsibility of the organiser. The organiser is responsible to ensure a reasonable level of conduct of their guests during the function/event.

## 8. INSURANCE

NBGC will take all necessary care however it cannot accept responsibility for loss or damage to the property of the client, their guests or contractors. The client therefore should arrange their own insurance including Personal insurance cover for their guests and contractors

## 9. DECOR & DECORATIONS

Our function room(s) is set with round tables seating 8-10 guests, white linen table cloths & napkins, crockery, cutlery and glassware to suit menu and beverage selections. Chairs are provided for up to half of your guests if you book a cocktail menu. Access to the function room is available from 9am on the day of your function other times may be available by prior arrangement. Please liaise with our Events Coordinator regarding access to the function room for the purpose of setting up table and room decorations. Should you wish to hire your own chairs, there is a \$200.00 each way Removal/replacement fee of NBGC chairs. Hired chairs must be collected by the hirer immediately

After the reception concludes. Walls, doors and other surfaces must NOT be nailed, screwed, stapled or in any way defaced. All room decorations must be approved by our Events Coordinator. All candle flames must be enclosed and the use of confetti or small glitter is not permitted.

## **10.MENU SELECTION**

Your final menu selection must be advised two (2) weeks prior to your event. Special dietary requirements must be advised when final numbers are submitted and identification of guests requiring these meals provided in a seating plan. Menu items may change seasonally, any menu changes will be forwarded to you prior to your event.

## **11.CONSUMPTION OF FOOD AND BEVERAGE**

The Club policy and caterers safe food policy does not permit any food items to be brought onto and consumed in the Club premises. These same policies don't allow for the removal of any food items from the premises (i.e. doggy bags). All food is to be consumed on the premises. The caterers safe food policy does not permit food to be presented, stored or left in areas not hygienically safe. For the purpose of buffet menus, food left out in uncontrolled temperature areas for unsafe periods of time will be removed and disposed of appropriately. These temperature and times vary and buffet food will be subject to inspection by the Caterer and Head Chef.

## **12.RESPONSIBLE SERVICE OF ALCOHOL**

The Club Management, Club Supervisors and Bar Staff reserve the right to refuse service of alcohol to any guests it considers to be underage, intoxicated or behaving in an offensive manner. Intoxicated persons will be requested to vacate the premises immediately. A fine of up to \$5,500 applies to staff for providing alcohol to an intoxicated person. Fines apply to persons providing alcohol to under age persons.

## **13.CLUB REGULATIONS AND LICENSING RULES**

All guests attending your function, who are not members and are over the age of 18, must sign into the club and adhere to all Club regulations. Proof of age is required on request and dress standards must be adhered to at all times. Any persons under the age of 18 years may be in attendance at your function, providing a parent or legal guardian accompanies and supervises them at all times including entering and leaving the Club. Persons under the age of 18 years are not to enter other areas of the Club outside of the function room without the supervision of an adult. Under age persons must NOT approach bars or consume any alcohol and are not permitted in other bar or gaming areas at any time. If under age guests are found to be consuming alcohol, the bar may cease to operate and your function may be subject to closure. In keeping with the Clubs legislative compliance requirements of the law, all persons entering the Club are expected to behave in an orderly manner at all times. Club management reserves the right to remove guests from the function whose activities are considered illegal, offensive or a contrary to the Clubs policies and legal requirements. The guest/s may not be permitted to enter any other area of the Club and may be removed from the premises. Should NBGC believe that illicit drugs are being consumed on premises during the event the event will be shut down immediately, and no refunds of monies will be paid. If the consumption of drugs does not cease at this point the police shall be called to investigate.

## **14.BEVERAGES**

The cost of beverages can be included in our package prices. To ensure availability of your chosen wines, at least fourteen (14) days' notice is required for upgraded beverage packages. Due to Club regulations and licensing BYO is not permitted to be brought onto the premises. Bar service subsequent to the conclusion of the beverage package is subject to management approval on the evening and must fall in line with our RSA policy.

## **15.PERMISSIONS**

I acknowledge that NBGC may take photographs and/or audio and visual recordings of the Event and hereby give my express permission for NBGC to use the media for promotional purposes, including any originals, reproductions and edited copies

## **16.SURCHARGES**

The venue fee covers the hire of the function room for five (5) hours prior to 11pm and 10pm on Sundays. Due to evening commitments, day functions must cease at 4.30pm (4pm on Sundays). We reserve the right to apply a surcharge of up to 20% should your event be booked on a public holiday

## **17.SMOKING**

Our venues are all non-smoking.

## 18. VENUE HIRE TIMES

Lunch reception hire:

Friday and Saturday – 11.30am – 4.30pm

Sunday – 11am – 4pm

Dinner reception hire:

Friday and Saturday – 6pm – 11pm

Sunday – 5pm – 10pm

## 19. CLIENT RESPONSIBILITIES

- General and normal cleaning is included in the cost of room hire or event package. Additional charges may apply and be payable by the client should the event cause cleaning needs above and beyond normal cleaning costs.
- The Club will store lost property submitted to staff in a secure location until a request is made and ownership is proven.
- The client assumes responsibility for menu selection, guest confirmation, minimum numbers and quantities ordered for the event.
- The Client/signatory of the event assumes financial responsibilities for all food/catering supplied and accounts for beverage or other services provided.
- Beverage accounts are to be finalised and paid on the day of the event, unless prior authorisation has been approved.
- The Client is responsible for providing suitable and hygienic containers/boxes/bags for your cake to be taken home by you or your guests.
- Functions held at NBGC require ALL guests to observe the following requirements and rules to avoid being asked to leave the premises:
  - No drinks of any kind are to be taken onto the dance floor whereby creating a danger to members, guests and staff
  - No candles maybe taken onto the dance floor. Candles may be extinguished if the Function Supervisor deems they represent a danger to anyone in the room
  - All children must remain under the strict supervision of parents or legal guardians at all times. No running, climbing etc.
  - Parents and/or legal guardians are responsible for ensuring that all children using a high chair are securely fastened for their own safety
  - Should any guest refuse to comply with any reasonable request by any staff of the NBGC or its representatives, they may be refused service and/or requested to leave the function/premises



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FUNCTION  
KIT 2023