
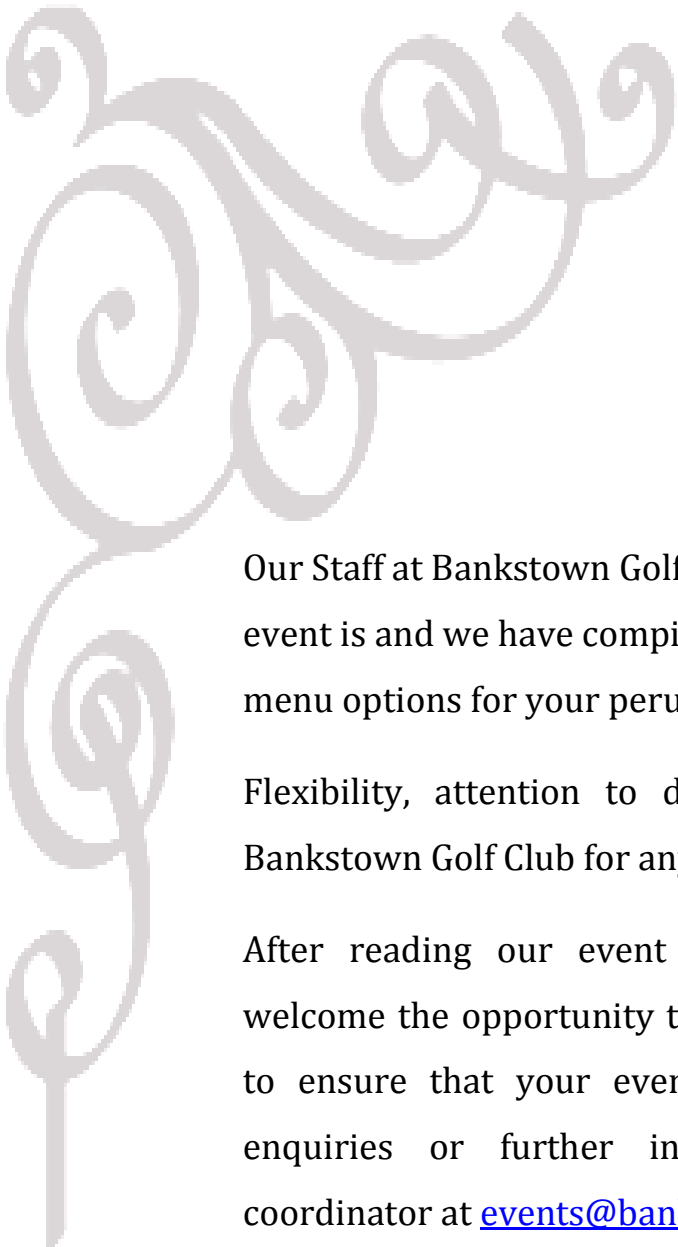




Bankstown Golf Club

Conferences and
Seminars





Our Staff at Bankstown Golf Club realise how important your corporate event is and we have compiled a superb array of event information and menu options for your perusal.

Flexibility, attention to detail and intuitive friendly service makes Bankstown Golf Club for any special occasion.

After reading our event prospectus our Event Coordinator would welcome the opportunity to answer any other questions you may have, to ensure that your event is a truly outstanding success. For any enquiries or further information, please contact our functions coordinator at events@bankstowngolf.com.au or on 9773 0628.





Conference Rooms

Our modern fully air-conditioned Clubhouse caters for all functions of between 40 and 250 guests. The Fairways Room is our most private conference room as it is isolated from the General Public with its own private entrance.

Room	Theatre	Classroom	Banquet	Cocktail	Room hire Charge
Greenside*	205	180	200	250	\$350.00
Fairways	80	50	60	80	\$230.00
Woodlands	30	20	30	40	\$200.00
Verandah*	-	-	60	70	\$230.00

**These 2-function rooms can be linked for a banquet accommodating up to 250 guests*

Complimentary Inclusions:

- Whiteboard and markers
- Flip chart
- Lectern
- Overhead projector
- Projector screen

Additional Extras:

- Digital Projector \$140 hire fee





Conference Menu

Breakfast Options

Continental

- Platters of Fresh Fruit
- Assortment of Danish Pastries, toast and condiments
- Freshly brewed Coffee and a selection of Twining Tea

\$9.80 p/p
(Minimum of 30 guests)

The Great Australian Breakfast

- Platters of Fresh Fruit
- Selection of cereals, served with fresh milk
- Crispy bacon, eggs, grilled sausages & tomatoes
- Assortment of freshly baked Pastries
- Accompanied with Toast and condiments
- Freshly brewed Coffee and a selection of Twining Tea

\$18.20 p/p
(Minimum of 30 guests)





Coffee Breaks & Light Lunches

Unlimited Freshly Brewed Coffee and a selection of Twining Teas and condiments

\$3.50 p/p

Freshly baked Scones served with home-style jam and whipped cream

Unlimited Freshly Brewed Coffee and a selection of Twining Tea

\$5.90 p/p

Assortment of Mini Pastries

Unlimited Freshly Brewed Coffee and a selection of Twining Teas

\$7.00 p/p

Platters of gourmet sandwiches filled with an assortment of fresh salads and meats

Fresh seasonal fruit platter

Unlimited Freshly Brewed Coffee and a selection of Twining Teas

\$12.00p/p

Terms & Conditions

Guaranteed Numbers

Confirmation of final numbers for your catering must be paid in full seven (14) days prior to the event; this will be the minimum number charged for on the day/night. Any decreases (including no-shows) will not be refunded. Increases will be accepted (subject to availability).

Bookings & Confirmation of Reservations

Confirmation must be made in writing and Bookings must be confirmed using the attached booking form and accompanied by a deposit which will be (credited towards the final account) within 14 days of a tentative booking. Where the deposit and this signed agreement are not received by the due date, Bankstown Golf Club reserves the right to release the booking. An estimated number of attendees is required at time of reservation. It should be noted that, when the number of attendees drops by 20% or more from the original number booked, additional charges may be applied.

The deposit schedule is as follows:

Up to 50 people **\$ 500.00**

51 to 99 people **\$ 1,000.00**

Over 100 people **\$ 1,500.00**

Terms of payment

Pre-arranged catering accounts must be paid in full on confirmation of final numbers, 7 days prior to the event. Beverage accounts and incidentals are required to be paid for at the completion of the day. Any decreases (including no-shows) will not be refunded. Increases will be accepted (subject to availability).

Payment may be made by cheque or cash. Credit card payments will attract a 1.8% surcharge (We do not accept American Express or Diners Club cards.) A credit card or copy must be presented to the club on the day if you wish to run a bar account.

Cancellation policy

Should you need to cancel your function for any particular reason we would require this request in writing. Your deposit will be returned up to 3 months prior to the event. Deposits are nonrefundable where cancellations occur within the 3 month period.

Booking Times

Room hire is for a 5-hour period.

Conferences – Access to the Fairways room is available between 8am – 7pm, Monday – Friday

Surcharges

A 15% surcharge applies to events taking place on Sundays & Public holidays.

Food & Beverages

To ensure your needs are met we require your selected menu no later than 2 weeks prior to your function. Food or beverages of any kind are not permitted to be brought onto Bankstown Golf Club premises. Menu selection, beverage lists and wine lists are Subject to change, both in content and price, without notice. Due to licensing laws the bar must close no later than 11.45pm with all guests to have departed the clubhouse by midnight.

Club Regulations & Policies

Smoking – smoking is not permitted in any part of the Club house. Smoking is only permitted outside and on the designated smoking veranda.

Dress regulations – All patrons in attendance must abide by the Clubs dress regulations.

Signing In – All patrons must sign the Clubs Temporary Members Register upon arrival and produce formal identification upon request.

Personal Liability – The organiser of the event is personally responsible for any damages incurred throughout the duration of the event. This encompasses both the interior and exterior property of Bankstown Golf Club.

Price Increases – All prices are based on present day costs and while Bankstown Golf Club reserves the right to increase the prices without notice, this will only be done if absolutely necessary. **No quotations are binding unless in writing**

Responsible Service of Alcohol

In accordance with the provisions of liquor laws of New South Wales, Bankstown Golf Club adopts a policy of responsible service of alcohol. This policy requires that alcohol must not be served to guests who are intoxicated or to underage guests. If, during the course of your reception, the management of Bankstown Golf Club is of the opinion that a guest or guests have become intoxicated, the Club reserves the right to suspend service of alcohol to any such guest/s, and/or to require such guest/s to leave the licensed area of the Club. If this occurs, you will be informed immediately and your assistance is requested to ensure the minimum of disruption to your reception and to the enjoyment of other guests.

Conference Booking Confirmation Form

This form is to be sent with your deposit. A booking will not be confirmed until this form is received by Bankstown golf Club. A tax invoice will be sent only on request.

Organization Details

Business Name and ABN _____

Contact Person _____ Email _____

Address _____

Phone (w) (m) _____ Fax _____

Function Details

Date of Function _____

Number of Guests: _____

Starting time: _____

Finishing time: _____

Room required: _____

Menu Details

I would like to take advantage of the following catering for the day:

Unlimited Tea and Coffee	Y/N	To be served at:	am/pm
Continental Breakfast	Y/N	To be served at:	am/pm
Great Australian Breakfast	Y/N	To be served at:	am/pm
Scones with Jam and Cream	Y/N	To be served at:	am/pm
Mini Pastries and Danishes	Y/N	To be served at:	am/pm
Sandwiches and Fruit Platter	Y/N	To be served at:	am/pm

