



*Function*  
PACKAGES



# Private Function Packages 2021

For Every Occasion...

There are so many wonderful reasons to celebrate & the Lithgow Workies would love to help you create a party or event that your friends will be talking about in years to come.

We specialise in birthdays, engagements, christenings, anniversaries, work functions, sports functions, social events, Christmas parties & high teas....

If you want to celebrate it, we would love to be involved.

The best part about having your function at the Lithgow Workies is having an entourage of people at your beck and call. Our team will handle all your requirements to make your function a relaxing and enjoyable experience. Our team love to look after you, so we can help coordinate decorations, chair covers and centrepieces to name a few. Decorations can be organised by us, or you are quite welcome to bring your own.

Your room of choice will be set up by our professional staff, allowing you to enjoy the occasion whilst we do all the work. You will be provided with an Events Coordinator for consultation and planning to ensure quality and assistance with your function from start to finish.

# Function Rooms

We have 4 designated Function Rooms to choose from to host your events.

Tuscan Room ~ holds up to 80 people.

Millennium Room ~ holds up to 170 people.

Waratah Room ~ holds up to 50 people.

The Showroom ~ holds up to 180 people.

We also have ESK Restaurant which holds up to 60 people and can be available upon request.

The room will be setup in advance, depending on availability. You are then welcome to arrange a time with the Events Coordinator through the day to add your own personal touches.

## Inclusions

\*Background Music, to help create a pleasant atmosphere for you & your guests.

\*Elegant Tableware including white linen, glassware, cutlery & crockery.

\* White linen napkins &/or your choice of colour serviettes.

\*Silver plated cake knife.

\*Access to TV's; to display slideshows, photo's etc.

\*Dance Floor

\*Professional bar & wait staff.

\*Wireless Microphone & Lectern & AV Equipment.

\*Free Wi-Fi.

\*Highchairs (if needed)

\*Access to a list of high-quality suppliers i.e., Florists, DJ's, Photographers

(All inclusions are subject to availability and will be discussed prior to booking)

## Additional Services available

*IPOD Dock	\$100.00
*Chair Covers & Sashes (Limited Colours)	\$5.00 ea.
*Organza Backdrop & Lights (dependent on availability)	\$200.00
*Helium to inflate balloons (Club staff to inflate balloons)	\$1.00 per balloon.

Please discuss the above decorations with our Events Coordinator as they are subject to availability.

### \*Various Table Centre Pieces

Please discuss these with our Events Coordinator who will arrange pricing based on your needs.

## Accommodation

Award Winning 4 Star Accommodation right in the heart of Lithgow.

We welcome you and your guests to come and enjoy our beautifully appointed accommodation in our adjoining Motel.

Our Club Motel has been designed to ensure you and your guests can retreat to a relaxing environment only minutes away from your function. We offer a range of modern and affordable accommodation that can sleep up to 5 guests. You can rest assure that your stay in Lithgow will be memorable.

\*Luxurious King Beds \*Air-Conditioning \*Free Wi-Fi

\*Free Foxtel \*Flat Screen TV \*On-site Parking

\*Tea & Coffee facilities \*Charge back facilities from Club to Room

\*Separate Bathroom \*Accessible Rooms available

### Special Offers

\*Special Accommodation rates for group bookings for your guests.

Please discuss these with our Events Coordinator who will arrange pricing based on your needs.

# Function Information

## Deposit

A deposit of \$250.00 is required to secure your booking within two weeks of a tentative booking being made. This deposit will be deducted from the final account.

## Cancellations

If a booking is cancelled, your \$250.00 deposit can be refunded in extenuating circumstances or if the reception is room is able to be resold.

Cancellations must be made directly through the Events Coordinator or Head Chef and not through any other staff member. Your deposit will be refunded via cheque and mailed to your contact details provided.

## Final Numbers

An approximate number of guests attending your function is required upon booking your function. Numbers must be confirmed and are finalised 21 days prior to your function.

## Prices

All prices are valid 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022. Every endeavour will be made to maintain prices printed; however, these are subject to alteration without notice.

All prices are inclusive of GST.

## Surcharges

A \$4.00 per person surcharge is applicable on total numbers charged on a Public Holiday or Sunday.

## Floor Plans

Our Events Coordinator will assist you with a detailed floor plan, enabling you to organise seating arrangements with ease. This also assists us in setting up your function room to suit your needs.

### **Catering Details**

We offer a very comprehensive choice of menus. Vegetarian, Vegan & Allergy Free dishes, or individual preferences can be catered for (if notified in advance). Our Events Coordinator and Head Chef are more than happy to discuss menu options with you.

All menus are set for minimum of 40 Adults. (Smaller numbers can be catered for but will need to be quoted as needed)

All menus need to be submitted 4 weeks prior to your function.

### **Bar Facilities**

All beverages can be charged on a consumption basis and you are more than welcome to establish a bar account with set limits and conditions if desirable. Our staff will adhere to your conditions and can advise you of the account balance throughout the evening.

Our Events Coordinator can assist with your beverage requirements from our very extensive beverage list and we can even offer beverage packages to keep things simple.

### **Account**

Payment of your function can be made several ways. Pre-payment in instalments or lump sum can be made at your convenience through Reception (9am – 5pm) or Direct Deposit. Your account (both Catering & Bar) is to be finalised no later than 2 weeks prior to your function. Any overpayments will be refunded within 14 days of your function.

### **Responsibilities**

The Lithgow Workies does not allow food (except Celebratory Cake) or beverages to be brought onto the premises for consumption. Leftover food is not to be taken from the premises (except Celebratory Cake).

The Lithgow Workies does not accept liability nor does our insurance cover loss or damage to personal items or property that is brought on to Club Premises.

In accordance with Lithgow Workies Responsible Service of Alcohol (RSA) Policy, we reserve the right to cease the supply of liquor to any guest that is in breach of this policy.

### **Club Entry**

We would ask that you please remind your guests that entrance to the Lithgow Workies is subject to Club Rules whereby identification or a membership card must be produced upon entry.

### **Fire & Safety**

Smoke machines, heaters, open flames, sparklers, or pyrotechnic devices cannot be operated on our premises. In the event an alarm is triggered by you or your guests, the fee may be passed on to the organiser of the function.

### **Damages**

Clients are financially responsible for any damage sustained to the Lithgow Workies and its contents. No items are to be adhered to any wall, door, or club structure.

### **Children**

Children must be accompanied by a parent or guardian only onto Club Premises and remain in their company whilst in the Club. Children may attend Workies Wizards Club during Wizards normal operating hours, but parents are to remain on the premises.

### **Rules & Policies for Under 18 Persons**

Entering the Lithgow Workies to attend Functions.

The Board of Directors, Management and Staff of the Lithgow Workmen's Club support and encourage the use of our facilities for functions / Parties / Dinners / and Sporting Presentations by members of the Community.

For this to occur in a reasonable and responsible manner the following procedures must be observed.

Persons under the age of 18 must enter the Club in the company of a responsible Adult or Adults who are subject to the Entry of Persons onto Club Premises Rules and Regulations.

Whilst attending a Function, persons under the age of 18 must be in the company of a responsible Adult or Adults. Persons under the age of 18 are not allowed in restricted areas of the Club including the Gaming Area.

Where persons under the age of 18 are attending a Function where Alcohol is available, please check with the Club as to the required ratio of Adults to Minors to supply adequate supervision e.g. (21st Birthday Party where

many of the guests may not be 18). Where adequate supervision is not available the Club will supply a responsible person or persons; (the cost for this will be at the organising party's expense). Stamps will be provided for those 18 years and over upon ID verification.

If a Function is for Persons under the age of 18, i.e., School Formals, Junior Sports Presentations etc liquor must not be sold, supplied, disposed of, or consumed in any Function Area or Access Area specified in a Functions Authority while a Function for persons of Under 18 years is being held.

When the Function is finished, persons attending under the age of 18 are requested to leave the Club premises in an orderly manner, unless under the direct supervision of a responsible adult, where they may choose to visit another unrestricted part of the Club i.e. The Coffee Shop or one of the Restaurants.

If it is suspected that a person is under the age of 18 and not accompanied by a responsible Adult, Club Employees have sufficient power under the Registered Clubs Act to request identification from the person. The types of identification currently being accepted are those that contain both the persons photograph and signature.

### **Confirmation of Booking**

By paying your deposit, you are agreeing to the Terms & Conditions set out above in this package.

I have read and agree to the terms and conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Private Functions Menu 2021

Please find the following various Private Functions Menus valid until 31<sup>st</sup> March 2022.

All menus include GST.

The prices shown are for a minimum of 40 people (Aged 12 and over).

Functions catering for less than this number are advised to check with our Events Coordinator for prices.

We assure you that no effort will be spared in making this occasion a most pleasant and memorable one  
for you.

If you are having difficulty with your decision, the Menu Lists can be discussed with our team, so please  
do not hesitate to ask for our suggestions.

Please note that we are more than happy to discuss alterations to this package.

Vegetarian, Vegan & Allergy Free dishes are available upon request.

Our experienced chefs and event team will work with you to create a menu that will happily accommodate  
all your needs.

Functions held in ESK will have custom made menu's developed by our Head Chef.  
in consultation with you.

The menus listed below are not sold for use in ESK Restaurant.

# Platters

## Cheese Plate (Option 1)

\$50.00

(Snack for 10)

*Tasty cheddar cubes served with Jatz biscuits & a duo of dips.*

## Cheese Plate (Option 2)

\$80.00

(Snack for 10)

*Tasty cubes, brie, camembert, blue vein & marinated fetta served w/ Jatz biscuits, crostini & onion jam.*

## Antipasto Platter

\$85.00

(Snack for 10)

*Marinated peppers, aubergine, mushrooms & courgettes w/ hot Spanish salami, cabanossi, pepperoni, fetta, vine ripened cherry tomatoes, spicy avocado dip, crostini & water crackers.*

*\*\*Items provided are subject to seasonal availability.*

# Fruit Platter

\$60.00

*(Snack for 10)*

Watermelon, rockmelon, honey dew, pineapple, orange, strawberry & kiwi fruit

*(may vary due to seasons)*

# Hot Food Platter (Option 1)

\$60.00

*(Snack for 10 served in noodle box)*

Party pies, sausage rolls, spring rolls, samosas, fish cocktails, sauces & condiments

# Hot Food Platter (Option 2)

\$80.00

*(Snack for 10 served in noodle box)*

Gourmet pies, beer battered fish fillets, calamari, chicken tenders, quiches, sauces & condiments.

## *Sandwich Platter (Option 1)*

*\$60.00*

*(Snack for 10)*

*An assortment of sandwiches such as egg, silverside & pickles, salmon w/ lettuce, ham cheese tomato & chicken/salad*

## *Sandwich Platter (Option 2)*

*80.00*

*(Snack for 10)*

*An assortment of sandwiches such as char-grilled veg & fetta, marinated chicken, lettuce & cheese, leg ham & pickles & curried egg.*

# À la carte

## Entrée

(Alternate Serves of 2)

King Prawn Cocktail ~ prawns & fine lettuce served w/ Mary rose sauce	\$16.50
Chicken Caesar Salad ~ Sliced chicken breast, crispy bacon, Poached egg, dressed & served w/ croutons	\$16.00
Hand Made Spring Rolls ~ served w/ honey & soy dressing	\$15.50
Angus Beef Skewers ~ served w/ spicy peanut dressing	\$15.50
Pumpkin Soup ~ served w/ sour cream & Turkish bread crisps	\$12.50

## Main Course

(Alternate Serves of 2)

Angus Beef Sirloin ~ w/ baby onions, field mushrooms & seeded Mustard sauce	\$32.00
Free Range Chicken Breast ~ filled with sage & onion stuffing served w/ wild Mushroom sauce	\$29.00
Tasmanian Salmon Fillet ~ served w/ mango salsa & sweet potato crisps	\$30.00
Spring Lamb Shank ~ served w/ rosemary & slow roasted tomato sauce	\$29.00
Vegetable Vol-Au-Vents ~ w/ seasonal vegetables in a creamy white wine sauce	\$26.00

All main courses served with roasted vegetables.

## Main Course Sides

\$7.00 per serve (Serves 3 People) (Choice of 2 Maximum)

~French Fries

~Garden Salad

~Green Beans

~Greek Salad

## Dessert

(Alternate Serves of 2)

Homemade Apple Pie w/ crème	\$14.50
Vanilla Panna cotta & strawberry stew	\$12.50
Seasonal Fruits & crisp meringues	\$12.50
Chocolate Mousse Cup & biscuit	\$13.50
Local Cheese Plate & crackers	\$14.00

Bread rolls, tea & coffee inclusive

# Simply Basics

\$34.50 per head 2 Course

\$41.50 per head 3 Course

## Entrée

(Alternate Serves)

\*Caesar Salad

\*Soup of the Day or Spring Rolls

## Main Course

(Alternate Serves)

\*Chicken

\*Beef

(Choice of 2 Sauces)

\*Home-style Gravy

\*Pepper

\*Mushroom

\*Diane

(Accompaniments)

~Roast Seasonal Vegetables

## Dessert

(Alternate Serves of 2)

\*Chocolate Mousse

\*Vanilla Panna cotta

\* Pavlova

Bread rolls, Tea & coffee inclusive

# Traditional

## 2 Course Dinner

\$39.00 per head

(Alternate Serves of 2)

Roast Lamb w/ garlic & rosemary

Baked Ham w/ orange & honey

Slow Roasted Beef w/ mustard crust

Pork w/ sage & onion stuffing

(Accompaniments)

Roast Seasonal Vegetables

Home-style Gravy

(Alternate Serves of 2)

Vanilla Panna cotta

Pavlova

Bread & Butter Pudding w/ hot vanilla custard

Bread rolls, Tea & coffee inclusive



# Children's Meals

Ages 12 & Under

**\$17.00 per head**

*Bread Roll included*

## Main

(Choose 1)

Chicken Schnitzel or Fried Fish Cocktails

*Served with Chips.*

## Dessert

(Choose 1)

Jelly

Fruit Salad

Mini Pavlova