



riverside function
centre

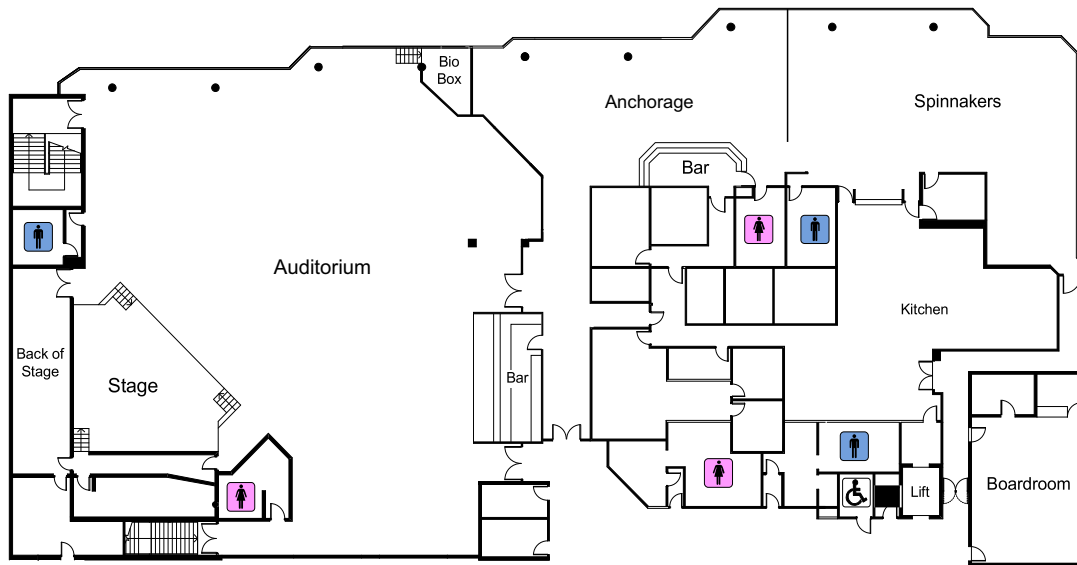


*More than
you imagine....*



SOCIAL EVENT PACKAGES

FUNCTION ROOMS AND INCLUSIONS



The Riverside Function Centre offers the very best in facilities and service for up to 500 guests, with three of our four well-appointed function rooms being ideal for social events. Our Function Centre caters for all occasions - from family parties to gala dinners, presentation nights and school formals.

INCLUSIONS

- White Linen Tablecloths
- Coloured Serviettes
- Wireless Internet
- Lectern and Microphone
- iPod/Laptop Speakers
- Projector Screen

DECORATING & THEMING

Our staff can assist with decorating advice, or put you in touch with experienced decorators in the Northern Rivers.

ROOM FACILITIES & CAPACITY

ROOM	THEATRE	U/SHAPE	CLASS	COCKTAIL	BANQUET	BAR	RIVER VIEW	ROOM HIRE
Auditorium	520		200	520	350	✓	✓	\$400
Spinnakers/Anchorage	100	30	60	200	100	✓	✓	\$350
Spinnakers	80	20	40	100	60		✓	\$200
Anchorage	50	20	30	60	30	✓	✓	\$200

ADDITIONAL

- Data Projector \$110
- Laptop \$110
- 60" Plasma TV \$110
- Teleconference Phone \$50



CATERING OPTIONS

The award-winning cuisine at the Riverside Function Centre is widely acclaimed and our Executive Chef has created mouth-watering event menus that showcase the regions finest produce. The menus range from cocktail style to grand buffets and three course plated meals – all of which will make your guests wanting more.

CANAPES

Selection of 4 over 1hr \$18.00

Selection of 6 over 1hr \$20.00

Served staggered over a one hour period.

Half hour extensions incur \$9.00 per person

Cold

- Selection of nori rolls with traditional accompaniments
- Ocean trout sashimi, miso puree, soy and shiso
- Salmon cerviche, walnuts, sumac and pomegranate
- Tartlet of salsa rossa and goats cheese
- Bresaola with rocket parmesan and balsamic
- Crostini of smoked salmon, dill crème fraiche and cucumber
- Crostini of rare beef, basil aioli and cherry tomato
- Tartlet of braised leek and parmesan
- Bruschetta of roasted peppers, tomatoes and bocconcini
- Duck rillettes on crostini with beetroot jam

Hot

- Beetroot arancini with parsley aioli
- Lemongrass roasted chicken skewer and chilli jam
- Vegetarian Vietnamese spring rolls with chilli dipping sauce
- Lamb kofta with yoghurt tahini sauce
- Mini gourmet pies with relish
- Falafel with yoghurt
- Parmesan crusted whiting fillets with smoked paprika mayonnaise
- Duck and porcini croquettes

CANAPES

- Balinese style chicken skewers
- Prawn on lemon grass with chilli jam
- Puff tarts with caramelised onion and blue cheese
- Steamed pork buns with soy and chilli sauce
- Fried gyoza with soy sesame dressing

SUBSTANTIAL ITEMS

\$25 – 2 choice over 1 hour period

\$28- 3 choices over a 1 hour period

\$31- 4 choices over a 1 hour period

- Battered flathead fillet, chips and tartare
- Mini cheese burgers with pickles and ketchup
- Pulled pork buns, pickled carrot and coriander
- Penne pasta with capers, olives, tomatoes and parmesan
- Chargrilled lamb cutlet, cous cous and yoghurt
- Chicken karage, steamed rice, soy and Japanese mayo



CATERING OPTIONS

PLATTER STYLE FUNCTIONS

This is an ideal option for a function where you want guest to mingle while having a drink, at the beginning of a sit down function or any occasion where you want your guest to graze on quality, fresh colourful platters of food.

Sandwiches \$7.00PP

One freshly made sandwich

Selection of party food \$15.00PP

Spring rolls, mini gourmet pies, prawn skewers, sausage rolls, crumbed fish pieces, samosa's & dim sum's.

Cheese platter \$10.00PP

Local & international cheese, crackers, lavosh, fig jam & roasted nuts

Antipasto platter \$12.00PP

Cured meats, marinated vegetables, feta, dips, crudites and toasted ciabatta

Middle eastern mezze platter \$12.00PP

Bubba ghanoush, hommus, olives, chorizo, marinated vegetables and flat bread

Seafood platter \$35.00PP

Local prawns, fresh oysters, battered flathead and salt & pepper squid.



CELEBRATION OF LIFE MENU

Platter style function

Feel free to mix and match different platters

Cakes, gateaux and slice platter \$8.00PP

A selection of gourmet sweets

Fruit platter \$8.00PP

Selection of seasonal fruit

Sandwiches \$7.00PP

A selection of freshly made sandwiches

Selection of hot finger food \$15.00PP

Spring rolls, mini gourmet pies, prawn skewers, sausage rolls, crumbed fish pieces, samosa's & dim sum's.

Cheese platter \$10.00PP

Local & international cheese, crackers, lavosh, fig jam & roasted nuts

Antipasto platter \$12.00PP

Cured meats, marinated vegetables, feta, dips, crudites and toasted ciabatta

Middle eastern mezze platter \$12.00PP

Bubba ghanoush, hommus, olives, chorizo, marinated vegetables and flat bread

Ploughman's Buffet \$21.00PP

Selection of beef silverside, turkey, leg ham, tuna and salmon.

Cheese selection

Selection of relishes, jams, pickles and condiments

Garden salads

Selection of Mini quiches

Served with grain rolls

Complimentary Tea and Coffee Included with all bookings

If you would like to have a more substantial menu we can tailor one to suit your needs.



CATERING OPTIONS

HIGH TEA

\$22.50 per person

Minimum 20 Guests

The chef will arrange a selection of the savoury and sweet options

Savoury

- Smoked salmon and cream cheese on rye finger sandwich
- Egg and cress white finger sandwiches
- Ham, mustard and cheddar on grain finger sandwiches
- Prawn, cos lettuce and mayonnaise on white finger sandwiches
- Assorted mini quiche

HIGH TEA

Sweet

- Assorted muffins
- Mini croissants, conserves
- Opera cake
- Assorted mini Danish pastries
- Assorted mini cakes
- Scones, jam and cream
- Raspberry Macarons
- Coffee walnut slice
- Assorted biscuits and cookies
- Chocolate éclair
- Vanilla cream
- Orange madeleine
- Sticky date dome

Tea Selection – self serve

Selection of assorted tea, coffee, milk



CATERING OPTIONS

BUFFET MENU

Minimum 30 Guests

\$50.00

Cold Selection

- Charcuterie and antipasto platter of dips, cured meats, marinated vegetables, feta and toasted Turkish bread
- Chefs selection of fresh garden salads

Hot Selection

- Piri piri chicken with rice pilaf and yoghurt dressing
- Pan-fried barramundi with kipfler potatoes, cherry tomatoes, capers, olives and lemon butter dressing
- Roasted cumin and coriander leg of lamb with sweet potato mash and salsa verde
- Steamed vegetables
- Accompanied with selected condiments and dressings

Sweet Temptation

- Chefs selection of assorted cakes and slices
- Fresh tropical fruit salad
- Tea, coffee and mints

GOURMET BUFFET MENU

Minimum 30 Guests

\$65.00

Cold Selection

- Charcuterie and antipasto platters of dips, cured meats, marinated vegetables, feta and toasted Turkish bread
- Bakers Basket of Bread
- Seafood platter of oysters, prawns and condiments

Hot Selection

- Grilled snapper in Balinese curry of coconut, ginger, lime & macadamia served with steamed rice & sprout salad.
- Chermoula roasted lamb rump with cous cous salad & yoghurt dressing
- Braised chicken with tomatoes olives, capers and basil.
- Roasted vegetable tagine with coriander, saffron, tomato and yoghurt
- Steamed vegetables
- Sweet potato, thyme and caramelised onion gratin
- Chef's selection of fresh garden salads
- Accompanied with selected condiments and dressings

Sweet Temptation

- Chefs selection of assorted cakes and gateaux
- Fresh tropical fruit salad
- Cheese platter
- Tea, coffee and mints



CATERING OPTIONS

CARVERY

Minimum 30 Guests

Choice of the following

Entrée

- Potato and leek soup
- Butternut pumpkin cumin and coriander soup
- Leek and parmesan tart with rocket salad
- Chicken, leek and sweet corn soup
- Tomato, lentil and rosemary soup

Selection of Roasts

- Caramelized pork and crackling with apple sauce
- Mustard crusted beef roast
- Herbed roasted chickens
- Rosemary basted lamb

Desserts

- Tropical fruit pavlova
- Assorted cheesecake
- Tiramisu
- Fresh fruit salad
- Warm apple pie

Self Serve Buffet

1 Entree	1 Entree	1 Entree
1 Roast	2 Roasts	3 Roasts
1 Dessert	2 Desserts	3 Desserts
\$31.00	\$35.00	\$38.00

Plated

1 Entree	1 Entree	<i>Option two will</i>
1 Roast	2 Roasts	<i>be served</i>
1 Dessert	2 Dessert	<i>alternately</i>
\$29.00	\$33.00	

All meals served with chefs selection of traditional roasted vegetables, baked bread rolls, fresh coffee, tea and mints.

BLAKE'S TABLE

\$52.00

If you want a nice relaxed style lunch or dinner showcasing the best and freshest local ingredients, then 'Blake's Table' is for you.

This lunch or dinner is served platter style on the table for you and your guest to share. Locally sourced ingredients such as beef, seafood, vegetables, cheeses and preserves will be used to give you a beautifully designed menu. Blake Seymour the executive chef of the Ballina RSL can develop a menu for your special occasion to ensure it is a very memorable event.

BBQ MENU

Main	\$30.00
Main and Dessert	\$35.00

Main

Fresh grain rolls
Rib fillet minute steaks
Piri Piri char-grilled chicken
Lamb and rosemary rissoles
Garlic, chilli and lemon prawn skewers
Caramelised onion
Garden salad
Traditional coleslaw with capers and gherkins
Rocket, pear and parmesan salad with balsamic

Dessert

Fresh Fruit Salad
Pavlova
Assorted Cheese Cake



CATERING OPTIONS

PLATED DINNER

Two Course Set Menu	\$55.00
Three Course Set Menu	\$75.00

Minimum 30 Guests

Each course served alternately with a crusty roll, mints, coffee and tea selection.

Entrée Selection

- Steamed local prawns, avocado, cherry tomato, cos salad and chipotle aioli.
- Peppered beef, beetroot, watercress, parmesan and aged balsamic.
- Seared salmon with miso puree, shallot vinaigrette and pickled ginger.
- Smoked duck breast with almond puree, orange vinaigrette and asparagus.
- Braised leek and parmesan tart with apple, walnut and rocket salad.
- Pressed chicken and pistachio terrine with beetroot relish and a fennel, celery and caper salad.
- Tandoori rubbed lamb fillet with cauliflower cous cous yogurt and coriander

Main Selection

- Braised lamb shank, potato puree, green beans and a red wine and tomato sauce
- Pan-fried miso and soy 'Blackened Salmon' with roasted pumpkin, bok choy and fresh herb salad
- Bocconcini stuffed chicken breast with sweet potato rosti and puttanesca salsa.
- Pan fried snapper with lemongrass rice, steamed greens and a pineapple, ginger, lime salsa

PLATED DINNER

- Roasted lamb rump with pickled carrot, quinoa and sour cherry salad, fresh herbs and piquello pepper salsa
- Roasted pork loin, with smashed sweet potato and spinach with a caramelised onion, orange and thyme marmalade.
- Slow roasted duck leg with French lentils, beetroot, greens and caramelised orange sauce
- Green lentil and tomato tagine with roasted root vegetables and yoghurt tahini dressing

Desserts

- Sticky Date Pudding with Butterscotch Sauce and vanilla ice cream
- Buttermilk panna cotta with strawberry, rose, and mint
- Individual Passionfruit Pavlova, tropical fruit, berries and vanilla cream
- Tiramisu with biscotti and strawberries
- Pecan Pie with crème fraiche blue berries and maple syrup
- Hazelnut Chocolate Terrine red wine poached pear and vanilla cream
- Citrus tart with crème fraiche and raspberry sorbet
- Apple, rhubarb and macadamia crumble with vanilla cream



TERMS AND CONDITIONS

Bookings and Deposits

- A deposit and signed agreement is required to confirm your booking where there is room hire and catering services provided, otherwise the booking will automatically be cancelled and made available for re-hire. Where there are no catering services being provided, ie: room hire only, the room hire fee is payable at the time of booking.

Confirmation

- A deposit and signed agreement is required to confirm your booking, otherwise the booking will automatically be cancelled and made available for re-hire.

Confirmation of numbers

- Agreed minimum catering numbers are to be confirmed fourteen (14) days prior to the event. Variations to minimum numbers will be invoiced after the event
- Final numbers are to be confirmed two (2) days prior to the event.

Cancellations

- Notification of cancellation must be made via written letter, fax or email.
- Notification of cancellation up until four (4) months prior to the scheduled event – full refund.
- Notification of cancellation up until two (2) months prior to the scheduled event – 50% refund.
- Notification of cancellation within one (1) month prior to the scheduled event – no refund except required by law, or unless the venue can be re-booked.
- If function is cancelled within 48 hours prior to the scheduled event there will be a 50% fee charged on all catering ordered.

Food and Beverage

- Special Dietary requirements - Should you require special meals, please notify the Functions Department prior to your function. As you can appreciate there are now several types of meal requirements and these cannot be produced on demand unless specifically ordered prior to your event. We require four (4) days notice for ALL dietary requests.
- Menu Pricing - Every effort is made by the Club to hold menu prices as printed, however menu prices may vary slightly on occasion at the discretion of management.
- Due to health regulations, Ballina RSL Club does not permit patrons, guests or invitees to bring items of food and beverage on the premises. Likewise, no food or beverages can be removed from the premises.
- Cakes for special occasions are exempt from this rule. Please provide prior notice if bringing a cake. A charge of \$2.00 per person applies if you require staff to cut and serve your own cake as dessert.
- Costs of meals for DJs, bands, entertainers etc. will be added to the client's account and these are not automatically included in your function. Should you require meals for such, the Club requires four (4) days notice. These meals will not be produced on demand.
- Liquor - The Club does not permit alcohol to be brought in from outside of the Club. Should any special liquor requirements, our Beverage Manager would be happy to discuss your needs.
- Alcohol is not permitted to be taken off the premises after 10pm. This includes alcohol provided at prizes or gifts.
- Responsible Service of Alcohol - Serious fines are in place for minors who obtain alcohol on a licensed premise to both the venue and the minor. Sufficient photo identification must be produced to provide evidence of age. Fines are also in place for people who buy or supply minors with liquor. Management and Staff are required by law to refuse you liquor service if you are under 18 years of age or unduly intoxicated, and/or creating a disturbance. All guests under the age of 18 years must have their legal guardian remain on the premises at all times during the visit to the Club. For further information, please visit www.olgr.nsw.gov.au

Floor plans

- Seating plans must be provided two (2) days prior to the commencement of your function. The Functions Department is more than happy to advise on function room specifications. Delays & charges may be incurred if changes to room set are required on the day of the event.
- Ballina RSL Club reserves the right to rearrange or adjust specified room set-ups to ensure Workplace Health and Safety Regulations are adhered to.

Audio Visual

- The club provides in house audio visual equipment and the services of a technician for reasonable rates. A quote will be provided according to your needs. Should you wish you to bring in an outside contractor a minimum fee of \$100 will be required to oversee set ups.

Delivery and Collection of Goods

- The Club will accept delivery of goods for conferences, exhibitions and events, no more than 5 working days prior to the event and must be collected within 2 working days at the conclusion of the event.

Outside Contractors

- Outside Contractors are required to liaise with the Functions Manager to ensure WH&S or other permissions are adhered to. Exhibition floor plans should be provided fourteen (14) days prior to the event

Client Responsibilities

- General and normal cleaning is included in the cost of the room hire charge, but additional charges may be payable if the function has created cleaning needs above and beyond normal cleaning.
- The patron is responsible to conduct the function in an orderly manner. We reserve the right to intervene if a function's activities are considered illegal, noisy or offensive.
- The Functions Department will take all necessary care, but will not accept responsibility for damage or loss of any client's property in the function rooms before, during or after a function. Any breakages, loss or damage caused by the organiser to equipment or facilities will be charged to the client responsible for the function

Privacy

- Ballina RSL Club is committed to the privacy of your personal information such as your name, address, gender etc supplied by you in your interaction with the Club under the Privacy Act 1988 (Commonwealth and the Privacy Amendments Act 2012).

Payments

- An invoice will be generated on minimum catering numbers and payment is required prior to the event unless previous arrangements have been made. Final invoices will be issued on completion of the event.
- Outstanding balances are required to be paid within 7 days of the function.
- Payment can be made by cheque, credit card, or EFT.
- All prices quoted are GST Inclusive.
- Only one invoice will be issued per event

Credit Card Payments

- The Ballina RSL Club reserves the right to charge a 2.5% surcharge on clients using American Express or Diners Club and 1.5% for Visa or Mastercard.