

CONTACT US:
www.cateringhq.com.au
02 7253 0444



catering ^{HQ}
functions & events

LIFE CELEBRATIONS



Some goodbyes are the hardest, so while you honour and celebrate a life lived, we'll take care of the rest for you. Contact us to find out more about wake and celebration of life services at Catering HQ. You choose your location and package, and we'll look after the rest.

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01

choose
your venue

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West's Ashfield Leagues

West's Ashfield Leagues Club has steadily grown to become one of Sydney's premier Clubs. The club offers a variety of spaces to be able to suit all events.

THE LOUNGE



RATE

HALF DAY (4HRS) - \$500
FULL DAY - \$1000

CAPACITY

BANQUET - 250
COCKTAIL - 300
THEATRE - 300
CLASSROOM - 200

EXECUTIVE MEETING ROOM



RATE

HALF DAY (4HRS) - \$140
FULL DAY - \$280

CAPACITY

THEATRE - 25
BOARDROOM - 25
CLASSROOM - 20

SPORTS BAR



RATE

HALF DAY (4HRS)

MON-FRI ONLY
\$250 up to 4hrs (10am-6pm)

MON-FRI AFTER 6PM & WEEKENDS

\$500 Up to 4hrs peak time (6pm-11pm)
Require a minimum bar tab of \$500

FULL DAY - N/A

CAPACITY

COCKTAIL - 70

GARDEN ATRIUM



RATE

HALF DAY (4HRS) - N/A
FULL DAY - N/A

CAPACITY

BANQUET - 50
COCKTAIL - 50

02

Experiencing the loss of a loved one is incredibly difficult and dealing with grief can be overwhelming. Here at Catering HQ we can take the stress out of planning the celebration of life, and allow you to focus on the impending funeral requirements.

Our catering options are designed to offer impressive food selection, regardless of the time of day or offer to your guests. Let our expert function staff guide you through the most suitable options for your gathering.

canapés selections

CANAPÉ PACKAGES

Choice Of Six (6) Items.....	\$33pp
Choice Of Nine (9) Items.....	\$45pp
Choice Of Twelve (12) Items.....	\$60pp
Additional Items.....	\$5pp Each



Cold Selections

Handmade peking duck crêpes
with hoisin sauce *DF*

Antipasto vegetable skewers *GF, DF, V, VEG*

Assortment of sushi and Californian rolls
with wasabi and soy dipping sauce *GF DF*

Roast heirloom tomato tart with ricotta
basil and balsamic glaze *V*

Creamy blue swimmer crab and mango
cucumber rolls on toasted bread

Caramelised onion & goats cheese tart *V*

Tasmanian smoked salmon mousse,
toasted pain de mie

Vietnamese prawn rice paper roll *GF, DF*

Vietnamese vegetarian rice paper roll
GF, LF, VEG, DF

Hot Selections

Satay chicken skewers *GF, DF*

Kale and quinoa arancini *V*

Chicken & prawn sui mai *DF*

Wagyu beef slider, cheese & bush
tomato relish in plain bun

Chicken slider, cheese, tomato relish
in a charcoal bun

Mushroom arancini with truffle aioli *V*

Spinach & fetta filo triangles *V*

Italian beef meatballs *DF*

Salt and pepper calamari,
lime coriander aioli *DF*

Traditional middle eastern falafel *V, DF, EF*

Assorted gourmet mini pizza

Assorted gourmet pie

Mini pie, pumpkin and basil *V*

Assorted gourmet quiche

Aussie beef pie *GF*

Chicken & leek quiche *GF*

Vegetarian pie *V GF*

Traditional vegetable samosa *V*

Assorted gourmet sausage roll

Spinach and ricotta tart *V*

Tempura battered fish bites *DF*

Tandoori chicken skewers *GF*

Arabic lamb kofta on skewer *GF, DF*

Asian vegetable spring rolls *V, VEG*

Peking duck spring rolls *GF*

Spiced pulled pork tostada
chargrilled corn, avocado,
crispy tortilla *GF, DF*

Slow cooked jerk lamb tart
with chipotle aioli

MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

DIETARY: GF - GLUTEN FREE, V - VEGETARIAN,
VEG - VEGAN, DF - DAIRY FREE, PESC - PESCETARIAN
LF - LACTOSE FREE, EF - EGG FREE

canapés selections

Substantial.....\$18 each

**Must be on a canapé party package to
choose additional items from this menu**

Sweet Canapé.....\$6 each



Substantial Canapé

Pulled pork taco, guacamole,
pico de gallo and crema *GF*

Beer battered flathead fillet with
shoestring fries and dill mayonnaise

Marinated lamb skewer with Greek
salad and cucumber yoghurt *GF*

Aromatic butter chicken with
steamed rice and cucumber raita *GF*

Singapore noodles stir fry tossed with
Asian vegetable and tofu

Steamed fish on jasmine rice with soy,
ginger and shallot sauce *GF, DF*

Thai curry chicken on fragrant
coconut rice *GF, DF*

Italian style meatballs in spicy
tomato sauce and casarecce pasta *DF*

Fritto misto of crumbed calamari,
tempura fish, salt & pepper prawn
with lemon

Barbeque German sausage,
mash potato and sauerkraut

Cheeseburger with tomato
ketchup, pickles and French fries

Kale quinoa and baby beet salad
with marinated fetta *GF, DF*

Middle Eastern barbeque chicken
with flat bread, hummus, tabouleh
and garlic

Vietnamese chicken salad with rice
noodles, aromatic Asian herbs
and nuc cham *GF, DF*

Falafel salad with cucumber, cherry
tomato, cos lettuce and Greek
yoghurt dressing *V*

MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

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VEG - VEGAN, DF - DAIRY FREE, PESC - PESCETARIAN
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Sweet Canapé

Chocolate and caramel tartlet

Fresh strawberries with chocolate
dipping sauce

Passionfruit curd tart

Lemon meringue pies

Mini bambino gelato cones

Individual decorated cupcake

Assorted verrine desserts

Fresh strawberry tart

Apple crumble

Pecan and caramel tart

Banoffee tart

Flourless chocolate gateaux *GF*

Double chocolate mousse

Red velvet with fresh cream

Chocolate sacher square

Chocolate and cream profiterole

grazing stations

WHAT YOU GET

Grazing Stations are available as an additional supplement to one of our function packages



Seafood Station.....\$65pp

Prawns, oysters, smoked salmon,
marinated mussels

Cheese Station.....\$40pp

Selection of farmhouse cheese, breads, lavosh,
dried fruit, quince paste and nuts

Charcuterie Station.....\$50pp

Selection of cured meats, pastrami, prager ham,
prosciutto, salami, breads, marinated olives,
stuffed peppers and dips

MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

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Platters

(Prices per platter, each platter serves 10)

**Platters are available as an additional
supplement to one of our function packages.**

Corn chips, crudités and trio of dips.....\$40

Seasoned potato wedges with sweet.....\$40
chilli sauce and sour cream

Seasonal fresh fruit platter.....\$105

Chefs selection of cocktail food.....\$170
(5 varieties, 50 pieces)

Selection of farmhouse cheeses.....\$150
dried fruits, nuts and lavosh

Mezze platter.....\$135
Beetroot & fetta dip, fried chickpea
hummus, marinated olives, falafel,
dolmades, lavosh and grissini

Charcuterie Board.....\$90
Fine selection of local and imported
meats, paté and cheese balanced
with sweet fruit and sour salty pickles,
lavosh and grissini

coffee breaks

WHAT YOU GET



Coffee Breaks

In-Room Espresso coffee services and a selection of organic and herbal teas	<i>\$4.50pp</i>
Selection of chilled fruit juices	<i>\$4.50pp</i>
Continuous In-Room Espresso coffee services and a selection of organic and herbal teas	<i>\$8.00pp</i>

Morning / Afternoon Tea.....\$27pp

In-Room Espresso coffee services and a selection
of organic and herbal teas

Please choose three options from the following:

Sweet

A selection of Danish pastries
Warm scones with jam and cream
Assortment of freshly baked muffins
Chefs selection of cakes and slices
Seasonal fruit platter
Gourmet cookies

Savoury

Mini ham & cheese croissants
Gourmet mini quiches
Gourmet mini pies
Mini pizza
Mini vegetarian frittata V
Mini smoked salmon croissant

MINIMUM 15 GUESTS

Additional items can be added to your menu,
price on your enquiry

DIETARY: GF - GLUTEN FREE, V - VEGETARIAN,
VEG - VEGAN, LF - LACTOSE FREE, DF - DAIRY FREE,
PESC - PESCETARIAN EF - EGG FREE

buffet selections

SELECT YOUR PACKAGE



MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

DIETARY: GF - GLUTEN FREE, V - VEGETARIAN,
VEG - VEGAN, DF - DAIRY FREE, PESC - PESCETARIAN
LF - LACTOSE FREE, EF - EGG FREE

Buffet Package 1.....\$55pp

Assorted bread rolls

Salad - Orecchiette salad with capers, pesto,
baby spinach and balsamic glaze *V*

Salad - Cous cous salad with mint, parsley,
chopped tomatoes, shallots, lemon juice, olive oil
and a hint of middle eastern spices *V, VEG*

Salad - Rocket, roasted Spanish onions, olives,
shaved Parmesan *V, GF*

Cold - Charcuterie grazing board with cured meats,
marinated vegetables, dips and bread

Hot - Braised chicken supreme with tomato, olives
and white wine jus *GF*

Hot - Pan seared salmon, pizzaiola sauce, olives,
tomato, capers and oregano *GF, DF*

Side - Steamed seasonal vegetables coated
in butter and parsley *GF, V*

Dessert - Chocolate éclair filled with cream

Dessert - Seasonal fresh fruit platter *GF, V, VEG, EF*

In-Room Espresso coffee service, organic
and herbal teas

Buffet Package 2.....\$65pp

Assorted bread rolls

Salad - Traditional Caesar salad with baby cos,
bacon, cage free egg, garlic croutons and
shaved Parmesan

Salad - Mixed leaves, cherry tomatoes,
cucumber, Spanish onion and shaved carrot
GF, VEG, V, EF, DF

Salad - Nicoise Salad, beans, potato, olives, capers,
boiled eggs *GF, DF*

Cold - Marinated and chargrilled baby octopus *GF, EF, DF*

Cold - Chimichurri roast beef with mustard crust
GF, EF, DF

Hot - Baked snapper fillet with lemon and spring
onion dressing *GF, EF*

Hot - Braised Moroccan lamb , pomegranate, za'atar,
mint and silvered onions *GF, EF, DF*

Hot - Asian greens *GF, V, EF, DF*

Side - Steamed jasmine rice *GF, VEG, V, EF, DF*

Side - Potatoes roasted with oregano, garlic
and lemon *GF, VEG, V, EF, DF*

Dessert - Pavlova with fresh fruit and cream *GF, V*

Dessert - Fresh seasonal fruit *GF, VEG, V, EF, DF*

In-Room Espresso coffee service, organic
and herbal teas

buffet selections

SELECT YOUR PACKAGE



MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

DIETARY: GF - GLUTEN FREE, V - VEGETARIAN,
VEG - VEGAN, DF - DAIRY FREE, PESC - PESCETARIAN
LF - LACTOSE FREE, EF - EGG FREE

Buffet Package 3.....\$70pp

Charcuterie grazing board on arrival
with cured meats, marinated olives, selection
of breads, dips and stuffed peppers

Bread rolls and butter

Salad - Roasted cauliflower panzanella salad
with zucchini, heirloom tomato, radish and
Danish fetta *V, EF*

Salad - Baby spinach, roasted sweet potato,
Spanish onions, creamy feta and crunchy
toasted almonds *GF, V, EF*

Salad - German potato salad with seeded
mustard mayonnaise *GF, V*

Cold - Smoked glazed leg ham *GF, DF, EF*

Hot - Slow roasted grass fed beef served
with thyme and red wine glaze *GF, DF, EF*

Hot - John Dory meunière, capers, lemon segments,
parsley *GF*

Side - Steamed seasonal vegetables coated
in butter and parsley *GF, V, EF*

Dessert - Farmhouse cheeses, quince paste,
nuts and lavosh *EF*

Desserts – selection of cakes and slices

In-Room Espresso coffee service, organic
and herbal teas

Buffet Package 4.....\$85pp

Charcuterie grazing board on arrival with
cured meats, marinated olives, selection of breads,
dips and stuffed peppers

Bread rolls and butter

Fresh king prawns, lemon and seafood sauce

Marinated mussels served with fresh lemon *GF, DF*

Salad - Greek salad, marinated olives, feta
and red onion *GF, V, EF*

Salad - Mixed leaves, cherry tomatoes, cucumber, Spanish
onion and shaved carrot *GF, V, EF, VEG, DF*

Salad - Pesto chicken salad, lettuce, olives,
sun-dried tomato, walnuts *GF, EF*

Cold - Salmon gravlax with horseradish cream *GF, DF, EF*

Hot - Leg of lamb with rosemary and garlic *GF, DF, EF*

Hot - Wok tossed marinated chicken breast fillets
with traditional spicy satay sauce *GF, DF, EF*

Side - Rice pilaf *GF, EF, V*

Side - Pumpkin roasted with honey and paprika
GF, VEG, V, EF

Dessert - Farmhouse cheeses, quince paste,
nuts and lavosh

Desserts – selection of cakes and slices

In-Room Espresso coffee service,
organic and herbal teas

high tea menu

\$55 PER PERSON



Finger Sandwiches

Chicken, mayonnaise and rocket

Smoked salmon, cream cheese, capers
and fresh dill

Roast beef, seeded mustard mayonnaise
and tomato

Creamy egg & salad *V*

Savoury

Mini savoury quiche

Truffle & mushroom arancini
with saffron mayonnaise *V*

Sweet

Macarons

Devonshire scones served
with cream and jam

In-Room Espresso services,
organic and herbal teas

Plus choose 2:

Profiteroles

Lemon meringue tart

Chef's selection verrine

Opera slice

Strawberry tart

MINIMUM 30 GUESTS

Additional items can be added to your menu,
price on your enquiry.

DIETARY: GF - GLUTEN FREE, V - VEGETARIAN,
VEG - VEGAN, DF - DAIRY FREE, PESC - PESCETARIAN
LF - LACTOSE FREE, EF - EGG FREE

03

We pride ourselves on
bringing people together to
celebrate and commemorate.
Honouring memories and
creating new ones.

booking your event

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booking your event

THINGS YOU NEED TO KNOW



Deposit

Required to secure your booking.
Must be paid no later than 14 days prior
to event. Final numbers must be confirmed
10 days prior to event.

Decorations

You are welcome to provide your own
decorations however, the club will not be held
responsible for looking after them.
A bump in /out time will be arranged at time
of booking.

Beverage Packages

For your event you can run a tab over the bar
and request specific beverages for the tab, or
your guests can purchase their own drinks
at the bar.

Let us know your preference and we will do
our best to accommodate your needs.

Bar service fee charged when operating a
private function bar.

Additional Hours

Hours per function are priced accordingly
however, additional hours can be purchased
at \$50/hr.

additional packages

TO MAKE YOUR EVENT
MORE SPECIAL



*WE ARE HAPPY TO TAILOR PACKAGES TO SUIT
YOUR REQUIREMENTS.

ADDITIONAL ITEMS CAN BE ADDED TO YOUR MENU,
PRICE ON YOUR ENQUIRY.

Standard Package (*\$100 PER TABLE*)

***10 PPL PER TABLE**

Lycra chair covers
Simple centrepiece

Luxury Package (*\$110 PER TABLE*)

***10 PPL PER TABLE**

Lycra chair covers with satin sash
(or band)
Standard centrepiece
Satin table runner

Deluxe Package (*\$135 PER TABLE*)

***10 PPL PER TABLE**

Lycra chair covers with satin sash
(or band)
Deluxe centrepiece
Satin table runner
Coloured napkins

TERMS AND CONDITIONS | 01

The Registered Clubs Act requires that any person holding an event with Catering HQ must be a member of the Club. The member is then responsible for all non-members of the Club and anyone under the age of 18 years. Please contact the Club for membership information.

- Tentative booking dates are held for three (3) working days only.

- Confirmation of booking must be received by Catering HQ within three (3) working days of original reservation with the signed terms & conditions agreement. If confirmation is not received within this time, management reserves the right to release the space. The amount required for the deposit is the room hire fee. If the client fails to return the signed terms & conditions agreement with the payment of the deposit, then the company shall be entitled to allocate the event date and premises to another client.

- All prices are current at the time of quotation but may be subject to change based on rising costs. The quoted prices include GST and upon receipt of your confirmation and deposit, fixed prices will be confirmed in writing.

FINALISING EVENT DETAILS | 02

Catering HQ require all event details to be finalised ten (10) days prior to the event date.

At this time our Functions Team will discuss and confirm all Food & Beverage options, including: any specific dietary requirements, room setup, decorations, equipment hire, entertainment and any miscellaneous expenses or special instructions required.

FINAL NUMBERS AND PAYMENT | 03

Confirmation of the final numbers of guests must be made no less than ten (10) days prior to the event date. Final numbers will be taken to be the minimum number of guests attending the event. Upon confirmation of final numbers a final invoice will be issued to the Event Organiser.

The final invoice payment is required ten (10) days prior to the event date. This payment can be made in Cash, Credit Card, EFTPOS or Bank Cheque only. Any additional guests in attendance on the event date, post final payment, will require approval by the Event Organiser and will be charged accordingly. The resulting balance owing must be settled on the day of the event.

In default of such prompt payment, you undertake to pay late payment fees of 2.5% per month on any amount outstanding and to indemnify us and pay all costs and expenses on a solicitor and own client basis if legal action is necessary, and/or EC Credit Control Pty Ltd's fees, which we may incur in recovering from you any overdue amount.

Non-refundable prepayment of the balance of the total estimated amount is payable 10 days prior to the event date. If the balance of the total estimated amount is not paid 10 days prior to the event date, the client will be deemed to have cancelled the event at that time.

The payment by any person of any fees & charges for such facilities, and the issue to any such person of any receipt for such sum and/or confirmation of the event shall be deemed to be an acknowledgement and acceptance by such person of the conditions contained herein.

The Client agrees that beverages will be charged according to Catering HQ records of consumption, or at the agreed amount in the case of a beverage package option being confirmed by the client.

Any variations in beverage consumption, any increase in confirmed numbers, extension of the event time and any other agreed additional costs incurred are payable via credit card on the day of the event.

The client must provide Catering HQ final menu choices and numbers of guests attending the event in writing no later than ten (10) Days prior to the event date.

FOOD & BEVERAGE | 04

Catering HQ offers clients an exquisite range of menus to accompany any occasion. The Club does not permit clients to provide external food and beverage on the premises.

Clients are also advised that due to food safety liability standards, surplus food and beverage not consumed during the event is unable to be removed from the premises.

Prior arrangements for celebration cakes must be made with the Functions Team. When providing your own cake, we offer two plating options as follows:

1. Do it yourself, we will provide utensils and plates for you to cut and serve the cake yourself.
2. Cake service, for our chef to cut and place on a shared platter a \$2.50 per person charge will apply.
3. Cake service, for our chef to cut, individually plate and garnish a \$3.00 per person charge will apply.

Children aged between five (5) and twelve (12) years will be charged at half the adult rate. Children below the age of five (5) years are free of charge (when choosing from a buffet menu).

Where events require the use of external contractors not employed by Catering HQ, the client will provide the Functions Team with a copy of the external contractors Public Liability Insurance when finalising the event details, twenty eight (28) days prior to the Event Date. All external contractors must liaise with the Functions Team in regards to delivery, setup and break down of equipment.

DELIVERY & COLLECTION OF GOODS | 05

All deliveries and collections of goods to or from Catering HQ on the client's behalf can only be made by prior arrangement with the Functions Team. All deliveries must be clearly marked with the name of the event. Catering HQ will take all reasonable care but accept no responsibility for items delivered or left for collection.

SECURITY PERSONNEL | 06

Our Functions Manager will provide advice to the extent considered necessary for the provision of security, crowd control or emergency requirements that need to be arranged for the event. Any costs associated with the requirement will be payable by the Client / Event Organiser. All security service arrangements are booked directly through Catering HQ and charged back to the client / Event Organiser at cost. All 21st birthday parties are required to have security. The club reserve the right to request security for any function and to be charged to the client.

If you require longer than the normal five (5) hours for your half-day function there will be an overtime charge of \$3.30 per confirmed guest per hour or part thereof.

Catering HQ will take no responsibility or liability for damage or loss of merchandise, goods or property of the client or their guest left at Catering HQ prior, during or after functions/exhibitions. The client and client contractors/suppliers must remove from Catering HQ immediately after the conclusion on the event all gifts, equipment and other items they may have brought onto or had delivered to the Club. Catering HQ shall not be liable in any way to the client or client contractors/suppliers for any loss or damage to such gifts, equipment and items whilst they are on Catering HQ property. Catering HQ may dispose (as it deems fit) of any gifts, equipment or items that are left behind at Catering HQ without being liable for consequential damages of any nature for any reason whatsoever.

EVENT CANCELLATION | 07

For cancellations or postponements of confirmed bookings the following conditions apply:

1. Written notice is required for all booking cancellations.
2. Any confirmed booking cancelled or postponed more than sixty one (61) days prior to the event date, the client will be refunded the full amount of the deposit payment.
3. Any confirmed booking cancelled or postponed thirty one (31) to sixty (60) days prior to the event date, the client will forfeit 50% of the estimated cost of the event (including the deposit payment amount).
4. If cancellation or postponement of the confirmed booking occurs less than thirty (30) days prior to the event date, the Cancellation Fee will consist of the total estimated cost of the event and the deposit payment amount.
5. If cancellation or postponement of the confirmed booking occurs less than seven (7) days prior to the event date the cancellation fee will consist of the total estimated cost including the food and beverage component.

Where circumstances beyond Catering HQ control prevent Catering HQ from fulfilling any obligations under this contract, Catering HQ will be released from this contract without penalty.

Organisers are financially responsible for any damage sustained to their property or that of Catering HQ that is caused by the client or their guests prior, during or after functions/exhibitions. The use of drawing pins, staple guns or any fastening material on walls is strictly prohibited. Repair and replacement costs will be passed on to the client.

Public Holidays – 15% overall surcharge.

For an event in the Lyceum a Sound & lighting operator is required and this is supplied at an hourly rate of \$75.00 for a minimum of four hours. If the event is cancelled within 3 weeks from your event then a minimum 4 hour call out fee for the Audio Visual Technician will be charged.

I understand the Dance School and Performing Art schools have a different pricing structure to the standard event pricing. I understand that a cleaning fee of \$500.00 can be charged to the client after the events finalisation, as per the manager on the days discretion.

Catering HQ reserves the right to adjust any setup to ensure fire, life and safety codes are met. Catering HQ reserves the right to charge for security on events as it deems necessary.

ROOM ACCESS | 08

Access to the room is 2 hours prior to your start time. If you wish to have access earlier a room hire fee will be charged.

COMPLIANCE | 09

All guests must comply with The Registered Clubs Association Laws which govern Catering HQ license conditions. Guests will be bound by Club entry requirements. Guests must either be a member of the Club, reside outside the five (5) kilometre radius from Club premises or be signed in by a member. All persons under the age of eighteen (18) years are prohibited from entering gaming and areas adjacent to licensed bar areas and must always be accompanied by and in the immediate presence of a responsible adult.

DRESS REGULATIONS & CONDUCT | 10

The appearance of all members and guests must be neat and tidy at all times. The following dress is not permitted at any time; thongs, bare feet, singlets, swimwear, offensive t-shirts and caps. The Management's decision will be final.

SMOKING AT VENUES | 11

All Event rooms are 'Smoke Free' in accordance with the Smoke Free Environment Act. Clients, their guests and staff may use the designated smoking areas which are easily accessible from all Event areas.

INDEMNITY | 12

The Client uses and occupies the Event Area, including but not limited to the area of the Event Venue in which the event is conducted, at their own risk. The Client hereby indemnifies Catering HQ and agrees to keep Catering HQ indemnified, against all actions, suits, proceedings, claims and demands, damages, costs and expenses whatsoever which may be taken or made against Catering HQ and/or incurred arising out of injury or damage to any person or property from or during the use of Catering HQ's facilities referred to in this agreement and the Event Confirmation.

EMERGENCIES & INDUSTRIAL ACTION | 13

Catering HQ may cancel this agreement at any time if there exists an emergency or threat of danger to any person or of damage to property (or as a result of such damage or danger).

Similarly this agreement may be cancelled at any time by Catering HQ if the use of the Event Venue is prohibited or hindered by cessation or interruption of utility supplies (electricity or gas), failure of plant or equipment, unavailability of food items, any industrial action or other unforeseeable event or incident. Deposits paid by the client would be refunded or such proportion as is appropriate within seven (7) working days of the event date.

GOVERNMENT BY-LAWS | 14

The Client shall conform to the requirements of the Local Government Act and any other relevant act, by-laws, rules or regulations and shall be liable for any breach of any such act, by-laws, rules or regulations.

RESPONSIBLE SERVICE OF ALCOHOL | 15

Catering HQ is committed to the Responsible Service of Alcohol. Club management will not permit or suffer any riotous, disorderly, offensive or improper conduct in any of the event areas inside or adjacent to the event area or within its confines.

Any person believed to be approaching intoxication or involved in any riotous, disorderly, offensive or improper conduct will be escorted off the premises.

Catering HQ has a Responsible Service of Alcohol Policy. It is illegal to serve alcoholic beverage to any person in a state of intoxication and as such Catering HQ reserves the right to refuse service to any such persons and/or request their departure from the premises. It is illegal to serve alcoholic beverage to any person under eighteen years of age & Catering HQ reserves the right to request suitable identification to this end.

If a guest or organiser is asked to leave no monetary compensation will be given and the client will be charged the full amount for the event.



catering ^{HQ}

Post Office Box 2515
Taren Point NSW 2229

PHONE: 02 7253 0444

EMAIL: info@cateringhq.com.au
or events@cateringhq.com.au

contact for
functions & events

formals



weddings



social



wakes



corporate

