

## CONTACT US

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WESTS ASHFIELD  
**CORPORATE EVENTS**





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# 01



CHOOSE  
YOUR SPACE

# WESTS ASHFIELD LEAGUES

Wests 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) - \$500

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

## VILLAGGIO ATRIUM



### RATE

HALF DAY (4HRS) - N/A

FULL DAY - N/A

### CAPACITY

BANQUET - 50  
COCKTAIL - 50

# 02



CHOOSE  
YOUR MENU

# MENU

## ALTERNATE DROP

OPTION FOR 2 COURSE | 3 COURSE | 4 COURSE

### ENTREE

#### SEAFOOD \$23PP

SALT & PEPPER CALAMARI  
SALT & PEPPER KING PRAWNS  
FRESH KING PRAWNS

#### MEAT \$23PP

CHICKEN SKEWERS  
PENNE BOLOGNESE  
LAMB SKEWERS  
BEEF TORTELLINI

#### VEGETARIAN \$21PP

SALT & PEPPER CAULIFLOWER  
MUSHROOM OR PUMPKIN RISOTTO  
PENNE VEGETARIAN  
CHEESE AND SPINACH RAVIOLI

### MAINS

All mains with 1 x side

#### SEAFOOD \$36PP

BARRAMUNDI FILLET  
SALMON FILLET

#### MEAT \$35PP

LAMB CUTLETS  
ROAST LAMB SHOULDER  
LAMB SHANKS  
BEEF CHEEKS

#### POULTRY \$35PP

SPATCHCOCK CHICKEN  
CHICKEN KIEV  
FLORENTINE CHICKEN  
GREEK CHICKEN THIGH

#### VEGETARIAN \$33PP

MUSHROOM OR PUMPKIN RISOTTO  
PENNE SICILIANO  
RAVIOLI SPINACH AND PUMPKIN

### SAUCE OPTIONS

MUSHROOM  
GRAVY  
PEPPERCORN

### SIDES

VEGETABLES  
ROASTED POTATO  
MASH POTATO  
SALAD  
RICE

### DESSERT \$16PP

#### ASSORTED GELATO

##### (2 SCOOPS)

MANGO  
CHOCOLATE  
VANILLA  
HAZELNUT

#### ASSORTED CAKE

CHOCOLATE MOUSSE  
TIRAMISU  
BAKED CHEESE CAKE  
FRUIT TARTE



# MEDITERRANEAN

## SHARE PLATTER

ENTREE OPTIONS - DESIGNED TO SHARE

### OPTION 1

#### 6 PLATE MEZZA \$22

HUMMUS  
TABOULI  
LABNEH  
OLIVES  
CARROTS  
MIXED NUTS  
BABA GHANOUJ

### OPTION 2

#### 11 PLATE MEZZA \$30

HUMMUS  
TABOULI  
LABNEH  
FETTA CHEESE  
OLIVES  
CARROTS  
MIXED NUTS  
KIBBEH  
SAMBOUSEK  
SHANGLISH  
BABA GHANOUJ



# ITALIAN SET MENU/BUFFET

Custom set menus are also available upon request.  
Please contact the staff at your desired location.

## OPTION 1 A \$40PP | K \$25PP

### ENTREE

GARLIC BITES  
BRUSCHETTA  
MEDITERRANEAN SALAD

### MAIN

CHOICE OF 2 PASTAS (UNLIMITED)  
OR  
CHOICE OF 4 PIZZAS (UNLIMITED)

## OPTION 2 A \$55PP | K \$35PP

### ENTREE

GARLIC BITES  
BRUSCHETTA  
MEDITERRANEAN SALAD  
ANTIPASTO

### MAIN

PIZZA AND PASTA  
CHOICE OF 2 PASTAS (UNLIMITED)  
CHOICE OF 4 PIZZAS (UNLIMITED)

## OPTION 3 A \$65PP | K \$40PP

### ENTREE

GARLIC BITES  
BRUSCHETTA  
MEDITERRANEAN SALAD  
ANTIPASTO  
SALT & PEPPER CALAMARI  
BBQ CHICKEN WINGS

### MAIN

PIZZA AND PASTA  
CHOICE OF 2 PASTAS (UNLIMITED)  
CHOICE OF 4 PIZZAS (UNLIMITED)

## OPTION 4 A \$75PP | K \$40PP

### ENTREE

GARLIC BITES  
BRUSCHETTA  
MEDITERRANEAN SALAD  
ANTIPASTO  
SALT & PEPPER CALAMARI  
BBQ CHICKEN WINGS

### MAIN

PASTA AND MEAT PLATTER  
CHOICE OF 2 PASTAS (UNLIMITED)  
AND  
GRILLED LAMB, KAFTA AND CHICKEN  
ON A BED OF ROASTED POTATOES

### PIZZAS

GARLIC & CHEESE  
TRADITIONAL  
MARGHERITA  
SUPREME  
MEAT LOVERS

HAWAIIAN  
PEPPERONI  
VEGETARIAN  
BBQ CHICKEN  
CAPRICCIOSA  
PERI PERI CHICKEN

GARLIC CHICKEN  
TANDOORI CHICKEN  
PROSCIUTTO  
AQUA MARE  
GARLIC CHILI PRAWN  
SMOKED SALMON

### PASTAS

SPAGHETTI BOLOGNESE  
PENNE SICILIANO  
FETTUCCINE BOSCAIOLA

RAVIOLI FOUR CHEESE  
FETTUCINI CHICKEN PESTO  
PENNE CARBONARA  
HOMEMADE BEEF  
TORTELLINI

LINGUINI VILLAGGIO  
SPAGHETTI MARINARA  
HARRY'S PASTA  
GNOCCHI



# COCKTAIL FUNCTION

## PACKAGES

### COCKTAIL MENU 1 \$23.5PP

#### HOT ITEMS

- ASSORTED MINI QUICHE 2  
MINI PIES 2
  - MINI SAUSAGE ROLLS 2
  - BBQ MEAT BALLS 3
  - SPRING ROLLS 3
- Minimum number 50

### COCKTAIL MENU 2 \$38PP

#### HOT ITEMS

- LAMB KOFTA SKEWERS  
WITH MINT YOGHURT 2
- SATAY CHICKEN KEBABS 2
- GOURMET PIES, LAMB,  
CHICKEN & BEEF 3
- ASSORTED MINI WRAPS
- SALT & PEPPER SQUID  
WITH AIOLI 3

### ADDITIONAL FINGER FOOD

- MINI SPRING ROLLS, SWEET & SOUR  
DIPPING SAUCE 3.50
- SALT & PEPPER SQUID &  
AIOLI 3.50
- BBQ MEAT BALLS 3.50
- FISH COCKTAILS & AIOLI 3.50
- VEGETABLE SAMOSAS, SWEET &  
SOUR DIPPING SAUCE 3.50
- MINI ASSORTED QUICHE, PIES OR  
SAUSAGE ROLLS 3.50
- SATAY CHICKEN KEBABS & SATAY  
SAUCE 3.30
- GOURMET ASSORTED MINI  
PIES 3.30

Another option for smaller groups is pizzas,  
garlic breads or a selections of entrees from  
the Villaggio Bistro menu



# 03



BOOK YOUR  
EVENT

## TERMS AND CONDITIONS | 01

The Registered Clubs Act requires that any person holding an event with Holman Barnes Group 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 Holman Barnes Group 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

Holman Barnes Group 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 Holman Barnes Group 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 Holman Barnes Group 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

Holman Barnes Group 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 Holman Barnes Group, 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 Holman Barnes Group 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. Holman Barnes Group 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 Holman Barnes Group and charged back to the client / Event Organiser at cost. All 18-21 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.

Holman Barnes Group will take no responsibility or liability for damage or loss of merchandise, goods or property of the client or their guest left at Holman Barnes Group prior, during or after functions/exhibitions. The client and client contractors/suppliers must remove from Holman Barnes Group immediately after the conclusion of the event all gifts, equipment and other items they may have brought onto or had delivered to the Club. Holman Barnes Group 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 Holman Barnes Group property. Holman Barnes Group may dispose (as it deems fit) of any gifts, equipment or items that are left behind at Holman Barnes Group 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 Holman Barnes Group control prevent Holman Barnes Group from fulfilling any obligations under this contract, Holman Barnes Group will be released from this contract without penalty.

Organisers are financially responsible for any damage sustained to their property or that of Holman Barnes Group 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 – 10% 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.

Holman Barnes Group reserves the right to adjust any setup to ensure fire, life and safety codes are met. Holman Barnes Group 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.

## DRESS REGULATIONS & CONDUCT | 09

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 | 10

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 | 11

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 Holman Barnes Group and agrees to keep Holman Barnes Group indemnified, against all actions, suits, proceedings, claims and demands, damages, costs and expenses whatsoever which may be taken or made against Holman Barnes Group and/or incurred arising out of injury or damage to any person or property from or during the use of Holman Barnes Group's facilities referred to in this agreement and the Event Confirmation.

## EMERGENCIES & INDUSTRIAL ACTION | 13

Holman Barnes Group 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 Holman Barnes Group 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

Holman Barnes Group 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.

Holman Barnes Group 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 Holman Barnes Group 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 & Holman Barnes Group 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.





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## CONTACTS FOR FUNCTIONS & EVENTS

FORMALS

WEDDINGS

SOCIAL

WAKES

CORPORATE

