



- CORPORATE PACKAGE -

Package GST Inclusive

Welcome to the award winning Dandenong Club, located on the corner of Stud and Heatherton roads just off the Monash Freeway, 30 minutes from the Melbourne CBD.

We are proud of our Club and the welcoming environment created amongst all our members, guests and staff.

Our facilities are among the best and feature stylish furnishings, exciting colours and comfortable décor. Our facilities are diverse and include four bars, an award winning restaurant, function rooms and ample car parking all set amongst a picturesque garden setting.

We have two fully equipped functions rooms with seating for 20 to 120 guests.

Social and Corporate events are our specialty, whether you prefer a sit down banquet, elegant cocktail party or that award winning business presentation we can style the package to suit.

We look forward to hosting your next event.

Jackie Taylor
Function Manager

- THE VIEWS ROOM -

With stunning views overlooking the Dandenong Ranges the Views Room is the perfect choice for any event. Containing a private bar with its own lighting and music system you will be sure to impress all your guests whatever the occasion.

- Capacity -

Dinner Style with dance floor	120 capacity
Cocktail Party style	200 capacity
Horseshoe Style	40 capacity
Boardroom Style	36 capacity
Theatre Style	180 capacity

- THE BANQUET ROOM -

With floor to ceiling windows overlooking the Dandenong Clubs' award winning Bowling Greens, the Banquet Room offers a fully maintained bar, lighting and sound system with private facilities.

All functions are set to your specification.

- Capacity -

Dinner Style with dance floor	100 capacity
Cocktail Party style	180 capacity
Horseshoe Style	40 capacity
Boardroom Style	36 capacity
Theatre Style	120 capacity

~ Room hire fees for Banquet & Views ~

Day-Time Events Mon - Sat	\$250.00
Evening Events Mon - Sat	\$300.00
Sunday & Public Holiday Events	\$400.00
Non Catered Events- Mon to Fri day & Mon to Thursday Evening	\$500.00

Room hire fees include iced water and mints, refreshed at each scheduled break
Minimum spend on all events is \$500.00

- ALL INCLUSIVE DAY PACKAGE -

Freshly Brewed Tea & Coffee on Arrival

Morning Tea

Tea, coffee and gourmet delicacies

Lunch

Gourmet sandwich points, selection of hot finger food,
seasonal fruit platter, orange juice, soft drink, tea & coffee

OR

Smorgasbord Sandwiches & Rolls - selection of cold meat, salads & condiments for guests to make their own sandwiches & rolls, followed by a fresh fruit platter, orange juice, soft drink, tea & coffee.

OR

Quick hot lunch - select one of the following

Lasagna

Rigatoni Calabrese

Penne Carbonara

(all pasta served with garlic bread)

Green Thai Chicken Curry

Chicken Basil Pesto

Indian Beef Curry

(the above three dishes served with bread rolls)

Afternoon Tea

Tea, coffee & biscuits

Meeting Room Hire & Conference Amenities

Use of meeting room & required equipment for the duration of your conference

Including, iced water and mints, note pads & pens.

Please specify and reserve in advance the equipment required,
as items may not be available on the day.

All conference rooms are set to your requirements

\$75.00 per Delegate
(based on 21+ delegates)

\$80.00 per delegate
(based on 11 - 20 delegates)

\$85.00 per delegate
(based on up to 10 delegates)

Should you not require a complete package,
we are more than happy to design a package to suit your requirement.

- AUDIO VISUAL EQUIPMENT -

The Dandenong Club can provide you with all your audio visual requirements.

Pen and Notepad

\$2.50 per person

Data Projector & Screen

\$220.00

Laptop

\$100.00

Whiteboard, Markers & Eraser

\$25.00

Electronic Whiteboard

\$120.00

Lectern and Microphone

\$30.00

Hand Held Microphone

\$30.00

Lapel Microphone

\$50.00

Portable P.A System

\$75.00

Flip Charts

\$25.00

Plasma TV

\$50.00

Ceiling Mounted Projector & Screen

\$220.00

Additional options are available and are subject to price on application.

- BREAKFAST MENUS -

A minimum number of 40 guests required for breakfast

Earliest access for breakfast meetings is 7.30am

- Continental Breakfast -

Fresh Fruit Platters

A selection of Mini Fruit Danishes & Muffins

Chilled Fruit Juice

Coffee & Tea

\$18.50 per person

-Plated Breakfast -

Fresh Fruit Platters

Scrambled eggs, Bacon, baked beans, Grilled Tomato, & a hash brown

served with a Warm English Muffin & chilled Fruit Juice

Coffee & Tea

\$24.50 per person

-Buffet Breakfast -

Fresh Fruit Platters

Scrambled Eggs, warm English Muffins, grilled Bacon, sautéed Mushrooms & Spinach,
grilled Roma Tomatoes, Baked Beans, mini Breakfast Sausages & Hash Browns

Chilled Fruit Juice

Coffee and Tea

\$26.50 per person

- MORNING & AFTERNOON TEAS -

- Menu 1 -

Freshly Brewed Tea & Coffee on Arrival

\$ 4.00 per person

- Menu 2 -

Continuous Freshly Brewed Tea & Coffee & Biscuits

\$ 7.00 per person

- Menu 3 -

Freshly Brewed Tea & Coffee

Served with homemade Scones Jam & Cream

&

A selection of sweet Muffins

\$ 9.00 per person

- Menu 4 -

Freshly Brewed Tea & Coffee

Served with a selection of fresh Pastries

&

Cakes

\$ 11.00 per person

- WORKING LUNCHES -

- Menu One -

LIGHT LUNCH

Danish open faced Sandwiches

Assorted cheese and fresh seasonal fruit Platters

Tea & Coffee

Or

Assorted Finger Sandwiches

Selection of hot Finger food

Seasonal fruit platter

Tea & Coffee

\$18.50 per person

- Menu Two -

COLD BUFFET

Cold cut Platter, fresh bread rolls

Quiche Lorraine, garden salad,

Seasonal fruit platter accompanied by assorted cheese

Tea & Coffee

\$22.50 per person

- Menu Three -

MIXED BUFFET

Fresh baked bread rolls, assorted garden salads

Sweet Thai chicken curry and Steamed rice,

Vegetarian lasagne

Seasonal fruit and cheese platters

Tea & Coffee

\$26.50 per person

Soft drink on consumption available on all options

~ NETWORK FINALE ~

Why not add something a little different at the conclusion of your conference.

A selection of Hot Savories & Canapes served for a one – hour duration along with Drinks from the bar and perhaps a game of Lawn Bowls

(Lawn Bowls are seasonal – September through to April)

Savories & Canapes	\$16.50 per person
Drinks from the bar	On Consumption
Bowls	\$10.00 per person (seasonal)

If you would like to finish with a Corporate Dinner
see our list of options available

~ COCKTAIL MENUS ~

~ Menu One ~

SILVER OPTION

Chips, Nuts and Hotel Mix on Arrival

Vegetarian spring rolls

Beef Koftas with coriander yoghurt

Crumbed Fish Goujons

Party Pies

Party Sausage rolls

Salt & Pepper Squid

Satay Chicken Skewers

Mexican Chicken & Grilled Vege Wraps

Freshly brewed coffee and tea

\$24.50 per guest

~ Menu Two ~

GOLD OPTION

Chips, Nuts and Hotel Mix on Arrival

Baby Beef Burgers

Garlic & Chilli Prawn Skewers

Teriyaki Beef & Sesame Skewers

Lamb Kofta Rissoles

Pumpkin, Spinach & Feta Arancini Balls

Peking Duck Wraps

Petite Salmon & Ricotta Tarts

American Style Chicken Drumettes

Freshly brewed coffee and tea

\$28.50 per guest

CORPORATE DINNER MENU ~

Minimum of 30 Guests

~Soup~

\$7.50 per person

Choice of two served on an alternate basis

Zucchini & Bacon

Cream of Pumpkin

Garden Vegetable

Tomato & Basil

Potato & Leek

Chicken & Sweet corn

~Entrée~

\$13.50 per person

Choice of two served on an alternate basis

Cajun Crab Croquettes

House made crab, prawn & white fish cakes, coated in panko crumbs, golden fried
& served on a crunchy slaw, with a fresh chilli & lime aioli

Portuguese Chicken Skewers

Grilled chicken breast skewers, seasoned with peri peri spices & served with salad
& paprika aioli

Tempura Prawns

Served on a tossed Thai garden salad with a sweet & sour sauce

Fresh Lemon Pepper Calamari

Served with rocket, cherry tomato & avocado salad & a coriander dressing

Mediterranean Vegetable Tart

Individual tart of roasted vegetables, caramelized onion & feta
served with a tangy tomato relish

Mini Open Beef Burger

Premium beef Patti with beetroot jam & blue cheese topping served on a brioche bun base

Mini Chicken Caesar Salad

With crispy bacon & a soft boiled egg

- CORPORATE DINNER MENU cont. -

- Main Course -

\$29.00 per person

Choice of two served on an alternate basis

Eye Fillet & Garlic Prawns

180gm succulent eye fillet served on potato mash with seasonal vegetables & a creamy garlic prawn sauce

Porterhouse Steak

300gm porterhouse served potato mash with seasonal vegetables & a rich red wine jus

Bourbon & BBQ Pork

Tender pork medallions char-grilled & served with homemade bourbon & bbq sauce & apple galette

Crusted Salmon

Baked with a mild dukkha spiced crust served on vine roasted tomatoes, capers, grilled eggplant, zucchini & potatoes with Napoli sauce drizzled with lemon infused olive oil & balsamic vinegar

Mediterranean Style Lamb Shanks

Tender lamb shanks in a rich Mediterranean sauce, served on potato mash & brocolini

Honey Mustard Chicken & Prawns

Grilled chicken breast topped with two garlic prawn skewers & served on potato mash with a creamy honey mustard sauce, brocolini & glazed carrots

Chicken Brie Filo

Chicken breast, fresh herbs, leek & brie cheese, wrapped in filo pastry, oven-baked & served with a white wine & herb cream sauce, pea & potato mash & seasonal vegetables

Moroccan Lamb Backstrap

served on a potato rosti with glazed greens & finished with a fresh mint and yoghurt sauce

Pumpkin & Ricotta Ravioli

Gently cooked in a creamy spinach, semi dried tomato & red capsicum sauce with a touch of basil pesto & white wine

- CORPORATE DINNER MENU cont. -

- Dessert -

\$9.00 per person

Choice of two served on an alternate basis

Baileys Chocolate Mousse

presented in a chocolate cup & garnished with Strawberries & Cream

Sticky Date Pudding

with a caramel sauce & fresh strawberries

Berry Cheesecake Tart

served with cream & blue berry compote

Classic Tiramisu

flavoured with mascarpone, dusted with cocoa and served with a coffee anglaise

Lemon Meringue Pie

an individual serve with passionfruit coulis & nut praline

Steamed Orange Pudding

garnished with strawberries & cream

Flourless Almond & Chocolate Torte

Served with vanilla bean ice cream & fresh strawberries

Freshly brewed coffee and tea accompanied by after dinner mints will be served after dessert.

NB: Public Holiday functions attract a surcharge of \$7.00 per guest.

- A LITTLE SOMETHING EXTRA -

- Vegetarian & Special Dietary Meals -

The Dandenong Club caters for all your special dietary needs.

A minimum of seven days notice is required.

- Hot Savouries on Arrival -

Start your evening off with our chefs selection of pre dinner savouries.

\$70.00 per platter

- Cheese & Fruit Platters -

Why not finish off your evening with a plated selection of local and imported cheeses served with seasonal fruits and a variety of crisp breads.

\$ 60.00 per plate (Serves 10)

- Balloons & Chaircovers -

Your choice of colours, delivered and arranged

50 balloons \$95.00

100 balloons \$185.00

Black Chair Covers are available @ No Charge

Sashes are available @ \$3.00 each

- Entertainment -

DJ's, duration of 5 hours \$500.00

Live entertainment can be arranged on request.

(Prices Vary)

You are able to organise your own entertainment.

~ BEVERAGE OPTIONS ~

prices subject to CPI increases

~ Option One ~ Bar Tab ~

We can operate your choice of drink selections up to the value you nominate.

Our staff will ensure this level is observed.

~ Option Two ~ Set Price ~

If you prefer we can offer you a set price, which includes:

Heavy and Light tap beer, Chain of Fire Red and White Wine, Soft Drink and Orange Juice.

Champagne to Toast if required.

Cost: \$50.00 per person for duration of three hours.

~ Option Three ~ Purchase Individual Drinks ~

If you prefer drinks can be purchased individually from the bar

~ Beverage Pricing List ~

Heavy Beer

Pot	\$5.00
Jug	\$20.00

Light Beer

Pot	\$4.40
Jug	\$18.00

Glass of House Wine

White Wine	\$5.50
Red Wine	\$5.50

Basic Spirit

With Mix	\$7.00
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Soft Drink

Glass	\$3.50
Jug	\$12.00

- TERMS AND CONDITIONS -

Welcome to the Dandenong Club

Our Function Manager Jackie Taylor will be delighted to assist you in the preparation of your forthcoming event. The following details general information that you may require and our business conditions.

Confirmation of Bookings

Bookings will be considered as confirmed upon receipt of a \$300.00 deposit, together with a letter of confirmation.

The Dandenong Club reserves the right to cancel the reservation if the letter of confirmation and deposit has not been received within 7 days of the original reservation.

Cancellations

Deposits:

Cancellation in excess of 60 day's notice prior to the scheduled event will receive a full refund.

Cancellations within 30-60 days of event will receive a 50% refund.

Cancellations within 30 days of the event will incur a loss of deposit.

All cancellations must be confirmed in writing.

Food and Beverage

Event organisers and their guests are not permitted to consume food or beverages other than supplied by the Dandenong Club. Sticking to the guidelines within our RSA we do not serve Shooters or Doubles.

Menu and Service Details

For smooth running of your event, the planning of menu s and service must be finalised a clear 10 days in advance. Confirmation in writing by letter or contract detailing the services and cost will be required from the event organiser in authority to effect the subsequent payment, against the invoice.

Final Attendance Numbers and Payment

The final and chargeable numbers of guests attending the event are required by 12.00 noon, 10 days prior to the date of the event.

Attendance numbers will be considered as your minimum guarantee and is not subject to reduction.

Requests for increasing the guarantee within 72-hour period are subject to Dandenong Club approval and will result in additional charges.

All events must be paid in full 10 working days in advance.

The form of payment is: Cash, Credit Card or by account previously arranged with our Function Manager.

Decoration and Technical Requirement

Decoration and technical requirements other than those featured in the function rooms should be discussed with our Functions Manager e.g.: floral arrangements and special linen, as these may require in-house assistance for access and setup.

NB: No equipment or decorations are permitted to be mounted on any function room walls, doors etc.

Delivery of Equipment

Equipment delivered for a function must be marked to the attention of the Function Manager and must state the function name.

The Dandenong Club will not be liable for any damage or loss to such equipment.

Function Duration

4 hours for all day events & 5 hours for all evening events. An extension can be arranged prior to your event at a cost of \$100 per 30 minutes, with 1am being the latest finishing time – please note the bar closes 30 minutes prior to scheduled finishing time.

Limit of Hiring

If the room booked cannot be made available due to causes beyond the control of the Dandenong Club, we reserve the right to substitute a similar room.

In the event the Dandenong Club cannot be made available to the hirer, on the date(s) for which it has been hired by reason of flood, fire, damage, industrial dispute or any other reason, the Management shall not be liable for loss.

The hirer shall be entitled to use only parts of the building hired and shall vacate it punctually at the time specified by the Manager. Management reserves the right to let any other portion of the building for any purpose at the same time.

Room Hire Charge

Please note we do not offer "Free Room Hire" on Sundays, Public Holidays, Corporate or Wedding functions.

Damages

In the event of Damages occurring to the Dandenong Club from your Function, you will be held liable for the damages that occurred and all expenses will be expected to be paid within seven days.

Bond

All 21st Birthday Celebrations and Functions at the Function Managers discretion are required to pay a \$500.00 bond, refundable on the Monday after your event on the condition there is no damage to our premises.

Security

If in the opinion of the Management it is necessary to employ staff for the purpose of maintaining security at any event to be held at the Dandenong Club, the costs of employing such staff shall be added to the hire charge. All 21st Birthday Celebrations being held at the Dandenong Club will incur a charge for Security. The charge is \$250.00 per guard. Management reserves the right to decide on the number of security staff needed per event.

Bar Tab

Bar Tab's for all functions are due and payable at the conclusion of your function. A credit card is required to secure your bar tab and must be provided at the commencement of your function.

PLEASE NOTE: By signing our Terms & Conditions you are authorizing the Dandenong Club to take payment for any monies owing at the conclusion of your function.

Dress Regulations

Clients must observe the Dandenong Clubs dress regulations when in areas other than function rooms are accessed during the course of the event.

General

To hold a function at the Dandenong Club you are required to be a member, social or full memberships are available.

All functions held at the club require an attendees list prior to the function.

All guests attending functions at the Dandenong Club are not permitted in any other areas of the venue during or after a function. Drinks are not permitted outside the function room or on the dance floor. Smoking is only allowed in allocated smoking areas.

Management reserves the right to terminate a function or close the bar at any time if any of the Club policies are not abided to.

Public Holiday Functions attract a \$7.00 per person surcharge.

I acknowledge and accept having read and understood the above information, and have retained a copy for my information.

Signed: _____ Date: _____