

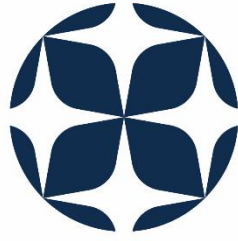


SOUTHERN CROSS
MOTEL GROUP

THE WINDMILL MOTEL
AND EVENTS CENTRE



CORPORATE EVENTS PACKAGE



SOUTHERN CROSS
MOTEL GROUP

Corporate Package

Here at the Windmill Motel & Events Centre we offer a range of corporate package services for events, conferences, and training seminars. We have several room types available and an appropriate solution whatever your company needs may be.

Our event venue is fully air-conditioned and highly versatile with soundproof doors so the space can be divided into 3 separate rooms if required. The Outback Room is our largest arrangement which can seat up to 300 guests in theatre style and 220 guests in banquet style.

Catering options including breakfast, lunch, dinner, and snack services are available. All our catering menus are designed by our qualified and experienced head chef and kitchen team, are cooked on-site and can be tailored to suit your event.

We pride ourselves on delivering friendly and professional service. Together with our exceptional catering offerings and beautiful surroundings we are sure you will be delighted by the high-quality events we can help you host.

Regards,

The Team at Windmill Motel & Events Centre

FULL DAY PACKAGE

Full day (8 am – 6 pm) \$65.00 per person

Minimum 15 people

Fully air-conditioned Meeting Room

Full Set-Up as per request

Continuous Tea & Coffee Station

Mints

Water station

Morning & Afternoon Tea with 2 Choices as per offer page 4

White or Black quality Table Linens

Lectern

Unlimited WIFI

Light Lunch with assorted handmade Sandwiches, Wraps & Juice

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Half day package (8 am – 2 pm) \$50.00 per person

Minimum 15 people

Fully air-conditioned Meeting Room

Full Set-Up as per request

Continuous Tea & Coffee Station

Mints

Water station

Morning Tea with 2 Choices as per offer page 4

White or Black quality Table Linens

Lectern

Unlimited WIFI

Light Lunch with assorted handmade Sandwiches, Wraps & Juice

Venue Options

SOUTHERN CROSS VENUE - \$300.00

6L x 12W x 3H

40 theatre style
30 classroom style
20 u-shape style
30 banquet style
60 cocktail styles

WINTON VENUE - \$450.00

12L x 12W x 3.5H

30 u-shape style
40 cabaret style
60 banquet style
100 cocktail style
70 theatre style
40 classroom style

LONGREACH VENUE - \$650.00

12L x 12W x 3.5H

70 theatre style
40 classroom style
30 u-shape style
40 cabaret style
60 banquet style
110 cocktail style

EMERALD VENUE - \$800.00

24L x 12W x 3.5H

200 theatre style
70 classroom style
60 u-shape style
80 cabaret style
140 banquet style
250 cocktail style

LAKE DECK - \$550.00

14L x 7W x 3H

50 banquet style
80 cocktail style

OUTBACK VENUE - \$1100.00

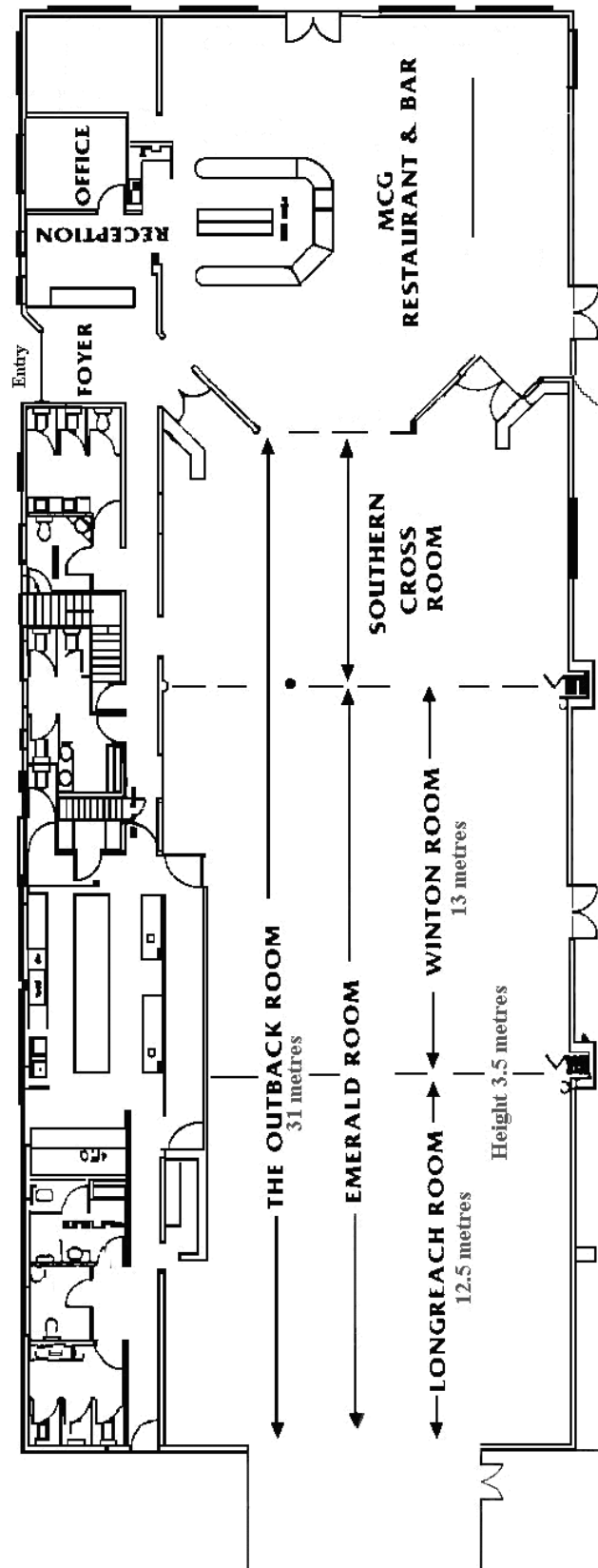
310L x 12W x 3.5H

300 theatre style
150 classroom style
110 cabaret style
220 banquet style
400 cocktail styles

Additional extras are available

Please see equipment checklist and tick which equipment you require along with your set up requirements

Event Centre Floor Plan



Catering Options

You will find several different menu options on the following pages, please be aware that pricing and menu selection within this package can be used as a guide.

Please contact us to arrange an appointment to discuss your specific event requirements so we can provide you with a personalised quote.

MORNING & AFTERNOON TEAS

\$12.00 per person

Select any 2

House Baked Sweet or Savoury Muffins

Sausage Rolls

Mini Quiches

Mini Assorted Pies

Ham and Cheese Mini Croissants

Mini Wraps with assorted fillings

Danish Pastries

Scones with Jam and Butter

House Baked Cookies

Seasonal Fresh Fruit Platter

LUNCHES

Platters of Assorted Sandwiches, Wraps & Rolls

Served with Jugs Fresh Juice or Soft Drinks

\$18.00 per person

Selection of Pizzas

Ham and Cheese

BBQ Meatlovers

Chilli Prawns

Garlic Mushroom

Vegetable special

Pepperoni

\$18 per person

REFRESHMENTS

Carafes of Fresh Orange Juice - \$15.00 ea

Carafes of Soft Drink - \$15.00 ea

Cans of Soft Drink - \$4.00 ea

Barista Coffee - \$5.00 ea

COCKTAIL FINGER FOOD PLATTERS

All platters serve 10-15 guests

Chefs Selection Platter - \$160.00 per platter

Our Chefs baked & fried selection, such as Prawn Twisters, Samosa, Sausage Rolls, Mini Quiches, Assorted Spring Rolls, Mini Beef Pies

Sliders Platter - \$170.00 per platter

Selection of Slow Cooked BBQ Pulled Pork and slaw, Beef Brisket with sliced tomato and Lettuce, Southern Fried Chicken with lettuce and sriracha aioli

Antipasto Entertainers Platter - \$150.00 per platter

Selection of Deli cold meats, Australian cheeses, antipasto, dips, breads & crackers

COCKTAIL FINGER FOOD

Minimum 30 persons

Victorian Lamb Cutlets w Pesto Dressing

Thai Fish Cakes w Sweet Chilli Dipping Sauce

Fillet Mignon Skewers

SA Oysters select 2 Ways – Rockefeller, Kilpatrick, Mornay

Beer Battered Reef Fish Fillets with Tartare

Chicken Satay Skewers

Spanish Chorizo & Prawn Bites

Salt & Pepper Calamari with Aioli

Brady Chicken Liver Pate with Twice Baked Bread

Prosciutto wrapped Asparagus Spears w Shaved Reggion Parmesan

Lamb Kofta with Minted Greek Yoghurt

Peeled Fresh Prawns served with Cocktail Sauce

Select 9 Items \$85.00 per person

Select 7 Items \$65.00 per person

Select 5 items \$45.00 per person

Select 4 Items \$35.00 per person

BUFFET MENUS

BREAKFAST BUFFET

Minimum 15 persons
\$20.00pp

Grilled bacon
Gourmet Sausages
Roma tomato halves
Sautéed mushrooms
Hash browns
Scrambled eggs
Baked Beans
Breads, butter & spreads
Fresh fruit platter
Mini pastries

DE-CONSTRUCTED BURGER BUFFET

Minimum 20 persons
\$26.00 per person

Chargrilled Rump Steak
Lemon Chicken Fillets
Caramelised Onions
Lettuce, Tomato & Beetroot
Vintage Cheddar Slices
Assorted Breads & Burger Buns
Condiments & Sauces

Chef's Special Buffet

Served with Soft Drinks/Juice
\$32.00 per person

Select 2

Chicken Parmigiana served with Chips & Garden Salad
Beef Brisket Sliders or Pulled Pork served with Chips & Onion Rings
Pasta of the Day served with Cheesy Garlic Bread & Garden Salad
Chicken Baked with Lemon & Thyme with New Chat Potatoes & Garden Salad
Roast of the Day served with Seasonal Vegetables
Grilled Fish of the day served with Chips and Salad or Vegetables

GOURMET BBQ

Minimum 30 persons

\$43.00 per person

Mains

Chargrilled Rump Steak served with Diane Sauce

Chicken Fillets served with Garlic Sauce

Thick Pork Sausages

Grilled Reef Fish Fillets served with Lemon Butter

GOURMET BUFFET

Minimum 30 persons

\$68.00 per person

Mains

Select 3

Red Spot King Prawns on Ice served with Cocktail Sauce

Roasted Chicken Cutlets with Lemon & Thyme

Mustard Crusted Roast Beef served with Red Wine Gravy

Roasted Pork & Crispy Crackling served with Spiced Apple Sauce

Slow Cooked Lamb Shanks

SEAFOOD BUFFET

Minimum 30 persons

\$85.00 per person

Red Spot King Prawns on Ice served with Cocktail Sauce

Oysters served Natural & Kilpatrick

Salt & Pepper Calamari

Grilled Reef Fish Fillets served with Lemon Butter

Rib Fillet Steak Diane

Chicken Fillets served with Garlic Sauce

Sides

Select 3

Baked New Chat Potatoes

Creamy Potato Bake

Baked Vegetable Medley

Steamed Seasonal Greens

Potato Salad

Tropical Coleslaw

Caesar Salad

Greek Salad

Garden Salad

ADD A DESSERT TO ANY BUFFET MENU

Select 2

\$12.00 per person

Sticky Date Pudding & Butterscotch Sauce

Vanilla Cheesecake served w Berry Compote

Pavlova, fresh cream & Fruit

Chocolate Lava Cake

Or

\$8.00 per person

Fresh Seasonal Fruit Platter

Or

\$12.00 per person

Cheese Board - Selection of Australian Cheeses served with Dried Fruits and Lavish Bread

Equipment and Room Set Up

Please tick equipment required

Projector + Screen \$100.00 per day

PA System (Microphones, speakers) \$150.00 per day

Lecturn \$30.00

Whiteboard and pens \$15.00

Flip Charts & Pens \$25.00

Staging \$400.00

Something not listed? Please discuss your requirements with our functions manager.

How would you like your function space set up?

U Shape

Boardroom

Classroom style

Banquet style

Theatre style

Other.....

Corporate Accommodation Options

All corporate guests are offered a discounted rate upon request.

Please ask your attendees to call Windmill Motel and Event Centre or Southern Cross Motel Group directly, when they identify their association with your function, they can secure the discounted rate.

Room Types:

Queen Studio	Sleeps Two	1 x Queen bed, shower ensuite, microwave, tea/coffee facilities, bar fridge, free Wi-Fi
King Studio	Sleeps Two	1 x King bed, seating area, terrace/balcony, combined spa tub and shower, microwave, tea/coffee facilities, bar fridge, free wifi
Family Studio	Sleeps Four	1 x Queen bed and 2 x Single beds Or 2 x Queen beds Pull-out sofa bed, kitchenette (with microwave and toaster), dining setting, free wifi
One Bedroom Apartment	Sleeps Four	1 x Queen bed (in a private bedroom) 2 x Single beds (in main living space) Sofa bed, kitchenette (with microwave, toaster, and family-sized fridge), dining setting, free wifi

Photos



Terms and Conditions

Behaviour Any guest who behaves in an offensive or abusive manner to staff or other guests will be escorted off the premises. Any guest who is found to be breaking in-house policies or damaging property will be escorted off the premises.

Damage to The Windmill Motel You are responsible and will be billed for any damage caused to the function room (including The Windmill premises, any fixtures, furnishing and/or goods) caused by arising from any act or omission by you, your guests or any other persons attending your event.

Car Parking The Windmill Motel and Events Centre offers limited off street parking areas for guests attending functions.

Confirmation of bookings To confirm your reservation you will need to sign and return the terms and conditions along with a deposit of the total room hire. The Windmill will hold tentative bookings for 7 days only. If The Windmill does not receive confirmation and deposit within this timeframe, we will release the space and cancel the booking without further notice (only if more than 30 days out)

Confirmation of Menu The menu selection for your function must be confirmed 2 weeks prior to your event. Special dietary requirements must be advised when final numbers are submitted and identification of guests requiring their meals must be provided in seating plan. Menu items and costs may change seasonally however any menu changes will be forwarded to you.

Consumption of Outside Food & Beverages It is our house policy that BYO drinks or food is not permitted in any function spaces.

Décor and Decorations Please liaise with our Functions Coordinator for access to function spaces, for set up of table and room decorations. Walls, doors, and other surfaces must not be nailed, screwed, stapled or in any way defaced. All room decorations must be approved by the Function Coordinator, all candle flames must be enclosed, and the use of small glitter/confetti is not permitted. A qualified decorator must install ceiling decorations.

Displays and Signage All signage and displays must be kept inside the assigned function space unless The Windmill has given prior approval.

Equipment Charges may apply for special equipment or facilities provided for each function – please discuss costs and enquiries with the Function Coordinator.

Final Numbers The final numbers are to be confirmed at least 7 working days before the event. This will be the guaranteed number. Increases of up to 10% are acceptable if appropriate notice is given. It is your responsibility to notify The Windmill of final numbers. Charges will be based on the guaranteed number, or the number of guests attending – whichever is the greater.

Fire and Safety Exit doors must be free of obstructions, such as display stands and screens. Exit doors must not be locked and exit signs must be clearly visible. Highly flammable materials are not permitted. No objects are to be placed within a 1 metre radius of any firefighting and safety equipment.

Hours of Business The Lake Deck concludes trading at 9.30pm and all guests must be departed by 9.45pm. The Southern Cross, Longreach, Emerald and Outback Rooms conclude trading at 12am midnight. All guests must depart no later than 12:30am.

Insurance All possible care will still be taken to ensure damage does not occur. The Windmill will not accept responsibility for loss or damage to the property of a client, their guest or a contractor.

Music/Entertainment On the Lake Deck; all music must cease at 9:30pm and at 11:45pm for all other function spaces. All entertainment must maintain a noise level that does not cause disturbance to guests staying at the motel.

Payment Your payments must be paid by cash, bankcard, Visa, Mastercard, American Express or a direct bank deposit 7 days prior to the date of the function. American Express incurs a 2% surcharge, if you would like to pay installments, please discuss this with the functions manager.

Responsible Service of Alcohol The Windmill Motel and Events Centre, in accordance with Liquor Licensing Laws, reserves the right to refuse the service of alcohol to any guests it considers being under the legal drinking age, intoxicated, is without suitable identification or is behaving in an offensive manner. Persons denied service due to RSA reasons will be required to leave the premises. No alcohol can be taken from the venue.

Smoking The Windmill is a non-smoking venue. There are designated smoking areas for each function space.

Sundays/Public Holidays If a function is booked for a Sunday or a public holiday a 15% surcharge will be applied.

Conduct of your event Your event must be conducted in an orderly and lawfully manner, failure to do so will result in termination of your event. The Windmill Motel & Events Centre has no responsibility to you for any costs or expenses you may incur in relation to termination of your event

By signing this document, you have read and agreed to the above terms and conditions.

I have read and accepted the terms and conditions outlined in this document.

Signature:

Company Name:.....

Date:

To finalise your event booking with Windmill Motel and Events Centre, please complete and return our Booking Confirmation Form along with

We look forward to hosting your next event.