

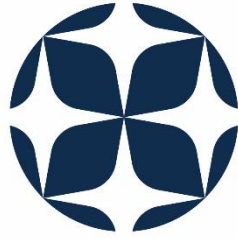


SOUTHERN CROSS
MOTEL GROUP

THE WINDMILL MOTEL
AND EVENTS CENTRE



SPECIAL EVENTS PACKAGE



SOUTHERN CROSS
MOTEL GROUP

Welcome!

In the following pages you will find Windmill Motel and Events Centre's Special Events Package. We offer a range of event options which can all be tailored to suit exactly what you want and need. Whether it's a birthday party, anniversary celebration or anything else in between you can be assured that the professional team at both Windmill Motel and Southern Cross Motel Group will look after every detail of the planning and coordination of your event, to ensure both yourselves and your guests enjoy a memorable and hassle-free day. We are extremely proud of our prestigious and unique facility and have established a reputation as being a venue of excellence.

We would like to extend an invitation to you to come and inspect our venue and to discuss with us your individual requirements and expectations for this important day.

Thank you for considering Windmill Motel and Events Centre as your venue. We hope we can make this day a joyous occasion to remember.

We look forward to hearing from you.

Kind regards,

The Team at Windmill Motel & Events Centre

Event Package Inclusions

Fully air-conditioned private function room

Full set-up of the room, as per request

Your own personal floor and seating plan

Dressed and skirted gift and cake tables

White or black starched table linens and napkins

Discounted accommodation rates for all guests

High chairs and booster seats available

Complimentary tea, coffee and after dinner mints

Vegetarian and special dietary requirements catered for at no extra cost

Unlimited appointments with function manager

Unlimited WIFI on an unlimited number of devices

Additional extras are available

Staging - \$600.00

Microphone -\$80.00

Lectern - \$35.00

Easel - \$35.00

Wireless Speaker System - \$100.00

Please inform the function co-ordinator what you would like to hire at your earliest so any extras needed can be organised prior to the event.

Equipment required that is not already available at Windmill Motel & Events Centre can be hired externally, this can be arranged by us, at an additional cost.

Venue Options

SOUTHERN CROSS VENUE - \$300.00

5.5L x 10W x 3H

40 theatre style

30 banquet style

60 cocktail styles

LONGREACH VENUE - \$650.00

12.5L x 8W x 3.5H

70 theatre style

40 cabaret style

60 banquet style

110 cocktail style

EMERALD VENUE - \$800.00

25.5L x 8W x 3.5H

200 theatre style

80 cabaret style

140 banquet style

250 cocktail style

LAKE DECK - \$550.00

12L x 6W x 3H

50 banquet style

80 cocktail style

OUTBACK VENUE - \$1100.00

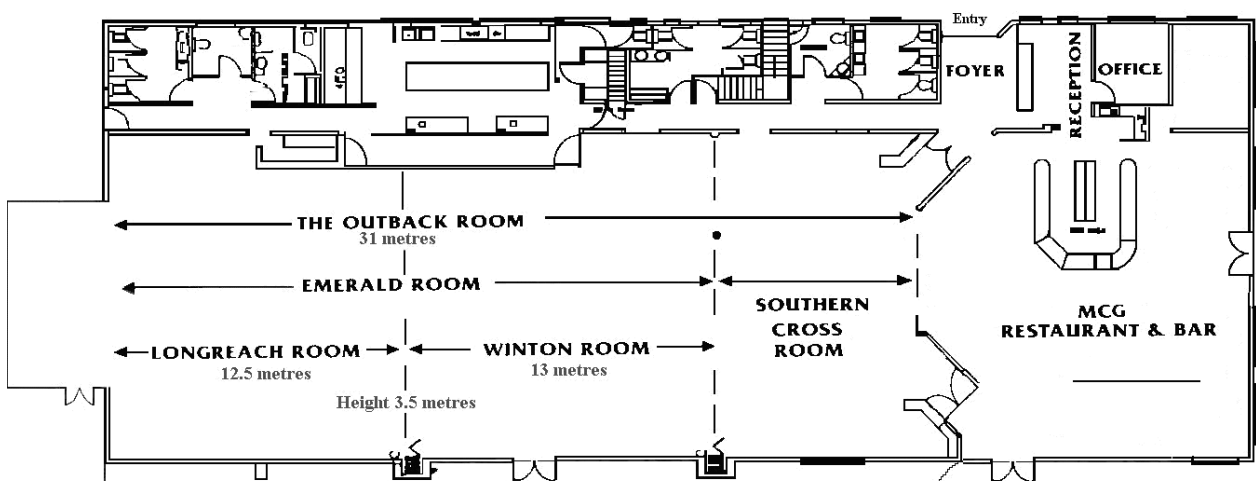
31L x 8W x 3.5H

300 theatre style

110 cabaret style

220 banquet style

400 cocktail styles



Catering Options

You will find a number of 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.

COCKTAIL FINGER FOOD PLATTERS

All platters serve 10-15 guests

Chefs Selection Platter - \$170.00 per platter

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

Antipasto Entertainers Platter - \$160.00

per platter

Selection of Deli Cold Meats, Australian Cheeses, Antipasto, Dips, Breads & Crackers

Sliders Platter - \$180.00 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

Seafood Platter - \$180.00 per platter

S+P Calamari, Barramundi Bites, Garlic Prawn Skewers served with a tartare dip

Oysters Platter - \$185.00 per platter

A selection of freshly shucked Oysters and Oysters Kilpatrick served with Lemon Wedges

COCKTAIL FINGER FOOD

Minimum 30 persons

Victorian Lamb Cutlets w Pesto Dressing
Thai Fish Cakes w Sweet Chilli Dipping Sauce
Fillet Mignon Bites with Bearnaise
SA Oysters select 2 Ways – Rockefeller, Kilpatrick, Mornay, Beer Battered
Beer Battered Reef Fish Fillets with Tartare
Chicken Satay Skewers
Chive Blini w Chorizo, Cream Fraiche & Caramelised Onion
Traditional Bruschetta
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
Crumbed Scallops with Aioli

Select 9 Items \$65.00 per person

Select 7 Items \$55.00 per person

Select 5 items \$45.00 per person

BUFFET MENUS

DE-CONSTRUCTED BURGER BUFFET

Minimum 20 persons

\$25.00 per person

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

GOURMET BBQ

Minimum 30 persons

\$39.00 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

Sides

Select 3

Baked New Chat Potatoes
Creamy Potato Bake
Potato Salad
Tropical Coleslaw
Caesar Salad
Greek Salad
Garden Salad

GOURMET BUFFET #1

Minimum 30 persons

\$55 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

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

GOURMET BUFFET #2

Minimum 30 persons

\$65 per person

Red Spot King Prawns on Ice served with Cocktail Sauce
Chicken Roulade served with Creamy Garlic Sauce
Fillet Mignon with Mushroom Sauce or Red Wine Jus or Bearnaise
Baked Reef Fish served with Herbed Garlic Butter

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

SEAFOOD BUFFET

Minimum 30 persons

\$75 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

\$8 per person

Sticky Date Pudding & Butterscotch Sauce

Vanilla Cheesecake served w Berry Compote

Pavlova, fresh cream & Fruit

Chocolate Lava Cake

Or

\$4 per person

Fresh Seasonal Fruit Platter

Or

\$8 per person

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

ALTERNATE DROP

Minimum 20 persons

\$75 per person – 3 Courses

\$65 per person – 2 Courses

\$55 per person – 1 Course

ENTRÉE

Salt & Pepper Calamari served with Asian Slaw

Victorian Lamb Cutlets served with Minted Pea Puree

Thai Fish Cakes served with Sweet Chilli Dipping Sauce

Prawn Cocktail served with iceberg lettuce and potato & pea salad

MAIN COURSE

Rib on the Bone cooked medium served with your choice of sauce & seasonal vegetables

Slow Cooked Lamb Shanks served with Sweet Potato mash

Chicken Neptune, grilled Chicken breast fillet & King Prawn served with Avocado & Creamy Garlic Sauce

Chicken Roulade served with Creamy Garlic Sauce

Fillet Mignon with Mushroom Sauce or Red Wine Jus or Bearnaise

Grilled Fillet of Wild Barramundi served with Green Peppercorn & Dill Sauce

Crispy Skin Atlantic Salmon served with Lemon Risotto

DESSERT

Sticky Date Pudding & Butterscotch Sauce

Vanilla Cheesecake served with Berry Compote

Pavlova, fresh cream & Fruit

Chocolate Lava Cake

Or

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

Accommodation Options

All event 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 and request they identify their association with the function to secure the discounted rate.

Windmill Motel and Event Centre Room Types:

Queen Studio	Sleeps Two	1 x Queen bed, shower ensuite, tea/coffee, microwave, facilities, bar fridge, free wifi
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 Five	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 Five	1 x Queen bed (in private bedroom) 2 x Single beds (in main living space) Sofa bed, kitchenette (with microwave, toaster and family-sized fridge), dining setting, free wifi

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- Porta-cots are available upon request
 - Sofa-beds (suitable for 1 adult or 2 children) can be made-up upon request

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 or \$500 for weddings. 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. Cakes are permitted to be consumed on the premises, please note that cakeage fees apply.

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 and 14 days for weddings. 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.

Security Special events (birthdays, weddings, other parties) over 50 people will incur a security fee of \$50.00 per hour and over 100 people \$100.00 per hour, payable by you, subject to the length of hire.

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:

Date:

If applicable Company Name:

**To finalise an event booking with Windmill Motel and Events Centre,
please complete and return our Booking Confirmation Form.**

We look forward to hosting your next event.