

**THE BROOK**  
POINT COOK

**FUNCTION  
PACKAGE**

# FUNCTION ROOM



**120 SEATED**



**200 COCKTAIL**



**AUDIO / VISUAL**



**MUSIC ACCESS**



**PRIVATE AREA**



**SMOKING AREA**



**DANCE FLOOR**



**PRIVATE BAR**



**STAGE**

A versatile space with an abundance of natural light, perfect for any occasion.

Hire fee \$500 for up to 5hrs.

Includes all listed above plus welcome signage and table linen.

\*all functions must conclude by 12am

\*minors are strictly not permitted on the premises after 10pm



# COFFEE ROOM



**25 SEATED**



**35 COCKTAIL**



**SEMI PRIVATE AREA**

Perfect for intimate gatherings and smaller celebrations.

Hire fee \$200 for up to 4hrs  
Includes all listed above plus welcome signage and table linen.

\*all functions must conclude by 9pm



# SPORTS BAR



30 SEATED



50 COCKTAIL



SEMI PRIVATE AREA

Hire fee \$300 for up to 4hrs.  
Includes all listed above plus welcome signage and table linen.

\*all functions must conclude by 12am

\*minors are strictly not permitted on the premises after 10pm



# CORPORATE PACKAGES

## *Corporate packages available*

Adaptable spaces to suit your needs, capacities from 30-100 guests seated.

- Ongoing bookings available
- Custom seating arrangement
- Complimentary tea and coffee station
- Disabled access
- Private or semi-private option
- Audio visual equipment provided
- Hire fee from \$250 for up to 3 hours



# CANAPES

## Cocktail Function Package *(Platter price per/head)*

Package	Price	Choice
Platinum	26	7
Crystal	32	10

**Satay Chicken Skewers** (n, gf)  
w spicy home-made satay sauce

**Beef Burgundy Pies**  
w tomato sauce

**Spinach & Feta Pastizzi** (v)  
w tomato sauce

**Pan Fried Vegetarian Dumplings** (v)  
w home-made chilli soy sauce

**Vegetarian samosas**  
w tomato chutney

**Satay Beef Skewers** (n, gf)  
w spicy home-made satay sauce

**Tempura Battered Prawns** (gf)  
w cocktail sauce *(Crystal package only)*

**Tempura Battered Fish** (gf)  
w cocktail sauce

**Tempura Battered Cauliflower** (vg, gf)  
w cocktail sauce

**Panko Crumbed Calamari Rings**  
w garlic aioli

**Beef Sausage Rolls**  
w tomato sauce

**Mini BBQ Chicken Pizzas**  
w bbq sauce base and diced chicken breast

**Mini Vegetarian Pizzas** (v)  
w a tomato base, mozzarella cheese

**Arancini** (vg)  
w home-made tomato & basil sauce

**Beef Sliders**  
w tomato sauce, beef patty, melted cheese  
*(Crystal package only)*

**Trio of fries** (v)  
sweet potato wedges, onion rings, potato wedges w aioli,  
tomato relish and tomato sauce

**Popcorn Chicken** (gf)  
w aioli and tomato sauce

### Fresh Assorted Sandwiches

### SOMETHING SWEET

*Petite Fours*

Mini Ferrero *(Crystal package only)*

Mini Salted Caramel (gf)

Lemon Meringue Tartlets

Mini Cookies & Cream

Assorted Fruit Platter (vg, gf)

*Ask our friendly staff for more Vegan options*

### WANT TO ADD SOME EXTRAS...

**Antipasto** \$120

**Dips & Bread** \$50



# KIDS PARTIES

\$15pp - 3 choices | \$20pp - 5 choices

## MAINS

- Calamari
- Fish Bites
- Mini Hot Dogs
- Popcorn Chicken
- Party Pies
- Sausage Rolls
- Trio of Fries (v) – Wedges, Chips, Onion Rings
- Fresh Assorted Sandwiches
- Fairy Bread (v)
- Chicken Nuggets

## DESSERT

- Mini Salted Caramel Cups (gf)
- Mini Cookies & Cream Cups
- Frog in a Pond
- Mixed Fruit Cups



# SET MENU

\$55 per head 2 Course | \$65 per head 3 Course

## ENTREE - Choose two

**Beef Tortellini** - pasta stuffed w ground beef, butter, home-made tomato & basil sauce & parmesan

**Lemon Pepper Calamari** (gf) - flash fried calamari, lemon, garlic aioli w rocket & red onion salad, lemon vinaigrette & balsamic glaze

**Satay Chicken** (n, gf) - grilled satay chicken, onion, capsicum, home-made satay sauce & crushed peanuts

**Arancini** (avg) - w home-made tomato & basil sauce, topped with shaved parmesan

**Ravioli** - roasted pumpkin & sage ravioli, home-made tomato & basil sauce & parmesan

## MAIN - Choose two

**Barramundi** (gf) - grilled barramundi, sauce puttanesca, lemon w buttered baby corn, kale & turnip

**Creamy Chicken** (gf) - poached garlic chicken breast, mushrooms, white wine, butter, cream, parmesan w chunky herb fries

**300gm Striploin** (gf) - premium cut beef striploin, marinated in rosemary oil, cooked medium w buttered baby beets, corn, fennel & creamy mushroom gravy

**Saltimbocca** (gf) - pan-fried chicken breast, prosciutto, sage, buffalo mozzarella, garlic, butter, white wine, cream w garlic & herb mash

**Dijon & Rosemary Eye Fillet** *extra \$10 per head* (gf) - premium cut beef tenderloin, marinated in Dijon mustard & rosemary, cooked medium w buttered baby beets, corn, fennel & creamy mushroom gravy

**Brook Super Salad** (vg, avg, gf, n) - quinoa, sweet potatoes, broccolini, almond flakes, walnuts, spinach, fetta cheese, dried cranberries & pomegranate vinaigrette

## DESSERT - Choose two

**Salted Caramel** (nf) - salted caramel & chocolate mousse on a chocolate sponge base w caramel glitter glaze

**Ferrero Rocher** (gf,n) - Nutella cheesecake w Ferrero glaze, whipped cream & berries

**Raspberry Heart** (nf) - raspberry and chocolate mousse on a chocolate sponge base w a raspberry glaze

**Bombe Alaska** (vg, gf, nf) - passionfruit & raspberry sorbet on a vanilla sponge base topped with meringue w passionfruit pulp & berries





# TERMS & CONDITIONS

The following terms and conditions apply in respect of the above-listed Function to the exclusion of any other terms and conditions:

## STANDARD BOOKING CONDITIONS

- Room Hire \$200-\$500
- To book 18th Birthday Functions, the hosts are to meet with the functions coordinator to discuss to hotel criteria for such occasions. \$300 will be charged per extra security guard required, this amount being non-refundable. Wristbands must be worn for the duration of the function.
- To book 21st Birthday Functions, the hosts are to meet with the functions coordinator to discuss the hotel criteria for such occasions. \$200 will be charged per extra security guard required, this amount being non-refundable.
- Window coverings are not permitted and any items that you wish to adhere to windows must be pre approved by the functions coordinator.
- Blu tac and/or 3M hooks are only to be used on walls.
- Glitter, confetti or table sprinkles are not permitted. A \$100 clean up fee will apply if used.
- Additional charges apply for Public Holidays.

## CONFIRMATION OF BOOKINGS

Tentative bookings are held for a maximum period of 7 days after which the booking will automatically be released. To confirm the client's booking, the client is required to pay a deposit of \$300 and return to the venue a copy of this Agreement signed by the client. Deposits are non refundable. At any time, the Venue reserves the right to obtain a copy of the client's identification (i.e.. passport, driver's license) upon its request.

## FINAL GUEST NUMBERS

Final guest numbers on which all charges will be based must be given 14 days prior to the day of the function. All catering must be paid in full 7 days prior to the day of function.

## CATERING

The venue requires confirmation of menus 14 days prior to the day of the function, including any special dietary requirements of particular guests. Venue management will consider the final numbers given as the basis for the minimum amount to be invoiced to the client for the function. The venue is licensed to cater for all food and beverage consumed by guests on the premises. No food or beverages can be brought onto the premises without the approval of venue management. At the discretion of the Venue Manager, the venue may permit cakes of a celebratory nature.

## CANCELLATIONS

All deposits are non-refundable (unless lockdown occurs).

## DAMAGE

The client will be responsible for any and all damage or injury to any person or property caused by its accessories, agents and or guests. The Client will be liable for the costs of repairs or replacement (in the sole discretion of the venue) of any furniture, equipment or landscaping the venue reasonably deems was damaged by the client, its accessories, agents and or guests in connection with the function. The client accepts responsibility for such costs.

## FIRE SAFETY

For the safety of all, fire exits, aisles, doorways including entrances are to be kept clear at all times.

## LIQUOR LICENSING REQUIREMENT

The venue and function area is fully licensed so no alcohol is permitted to be brought onto the premises. Venue management reserves the right to exclude or remove any objectionable person/ persons from a function in accordance with the Liquor Control Act of Victoria. Venue management reserves the right to refuse admission to any or all other areas of the venue in accordance with Liquor Control Act of Victoria. Offensive behavior will not be tolerated at any time during a function at the venue. The venue is committed to the responsible serving of alcohol to provide a safe and friendly environment for our guests and staff and abide by our legal obligations under the Liquor Control Reform Act 1998. The venue management reserves the right to close down the function if the behavior of guests becomes unacceptable. Guests who are considered to be intoxicated will not be served any alcohol and will be required to leave the venue. Staff will offer to call a taxi for any guests requesting this service. Should the function be closed down and/or guests be required to leave the venue, the client shall not be entitled to any refund of monies paid, nor shall the client be released from nor entitled to any reduction to, the fees and charges payable by client to the venue under the terms of this Agreement.

## COMMENCEMENT / VACATION OF THE FUNCTION AREA

The client agrees to commence the function at the scheduled time and to have guests, invitees and other persons vacate the designated area at the contracted time. Please make allowances when booking to include set-up and breakdown times of all function areas, as a surcharge may apply to extend the booking.

## RISK IN PROPERTY

The venue will not accept responsibility for damage or loss of the clients, its accessories, agents and or guests property left prior to, during or after a function. Goods left after a function without prior agreed arrangements with venue management will be at clients own risk. Any beverage accounts, the cost of additional food ordered or any other additional charges in connection with the function "Additional Charges" must be settled by the conclusion of the function by cash, EFTPOS, credit cards (AMEX, Visa and Mastercard). Upon the request of the venue, client shall provide the venue with a credit card and the client irrevocably gives authority for venue to charge such credit card for any Additional Charges incurred.

## EXTERNAL SUPPLIERS

Access times for external suppliers (for items such as flowers, decorations, balloons, additional linen, photo booths, photographers, entertainers, AV equipment etc.) will be at the discretion of management. The Brook Point Cook will not accept responsibility for any injuries sustained to any person as a result of equipment installed by the client or the clients service providers.

## SECURITY DEPOSIT/BOND

The venue reserves the right to charge the client a security deposit of up to \$500 as security against the clients liabilities to the venue under this Agreement. The venue will inform the client if a security deposit is required. If a security deposit is paid to the venue, it will be refunded to the client on the day after the function should the client have no outstanding liabilities owing to the venue under this Agreement.

## ADDITIONAL OBLIGATIONS

Client agrees to conduct the function in an orderly manner and in full compliance with all applicable laws governing the State of Victoria. At the completion of the function, client will remove all their belongings placed within the venue. All persons under the age of 18 years, must vacate the premises, The Brook Point Cook before 10pm.

## SMOKING

Smoking is not permitted within the venue. Outdoor smoking facilities are available.

## TERMS OF PAYMENT

Payment can be made by cash, EFTPOS, credit cards (AMEX, Visa and Mastercard) or bank transfer.

## ACCEPTANCE

I (Client) accept the terms and conditions as set out above:

Client Signature: \_\_\_\_\_

Client name: \_\_\_\_\_

Date: \_\_\_\_\_

## Accepted by the Venue:

Venue Authorised Officer Signature: \_\_\_\_\_

Venue Authorised Officer Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date of Function: \_\_\_\_\_

# CONTACT US

Terms and conditions applicable for all functions.

Book an appointment with our  
function manager today:

**P** (03) 9394 6444

**E** [brookreception@mrc.net.au](mailto:brookreception@mrc.net.au)

**W** [thebrookpointcook.com.au](http://thebrookpointcook.com.au)

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