

# Adelaide Royal Coach

## *2011/12 Wedding Kit*



Your wedding is a very special time for you both and we would be delighted to ensure that your wedding reception is an event to remember.

At the Adelaide Royal Coach, we offer personalised care and attention to detail, to help create a stress free day for you to treasure. Our experienced team of banqueting professionals will make sure your special day is all you could wish for, be it a small and intimate celebration or a more lavish reception for up to 140 guests.

Offering your choice of two function rooms, with adjacent bar and lounge area for pre-dinner drinks, our aim is to provide you with a hassle-free experience and a wedding reception that runs smoothly and effortlessly, so that you can just focus on thoroughly enjoying the moment. Our menus are extensive and offer expertly prepared cuisine tailored to your individual style and taste.

With the finest service, superb facilities and a sensational location on the fringe of the city, our reputation and commitment to excellence is what will make your special day truly memorable!



### **Adelaide Royal Coach**

24 Dequetteville Terrace, Kent Town (*Opposite Rymill Park*)

Phone **08 8362 5676**

Email [royalcoach@countryclubs.com.au](mailto:royalcoach@countryclubs.com.au)

Website [www.countryclubs.com.au](http://www.countryclubs.com.au)

# Your Wedding Reception at the Royal Coach

It is our pleasure to provide you with the following services **with our compliments:**

- **Menu Tasting** for the Bride & Groom in the Terrace Restaurant
  - **Winter Discount** (June, July, August) of 5%
- **Overnight Accommodation** for the Bride & Groom in a spa suite, including noon check out, a full buffet breakfast & a bottle of sparkling wine & chocolates in your room on arrival.

We would be pleased to assist in sourcing & recommending local suppliers for all of your wedding needs.

## Accommodation

With 49 accommodation rooms, including Standard Double, Twin, Family, Executive & Spa Suites, your wedding guests will appreciate the convenience & comfort on offer, including flat screen TV's, 24-hour room service, iron & ironing board, hairdryer, fully-stocked mini bar, wireless internet access, Foxtel channels, & free on-site car parking.

**\*\*\*All wedding guests receive 20% discount on accommodation rates\*\*\***

## Arrival / Departure

2.00pm Check In / 11.00am Check Out

If rooms are available we are happy to check-in prior to 2.00pm.

Luggage storage is also available.

## Function Rooms

### Adelaide Room

**Size: 185m<sup>2</sup> \* Seating: Banquet 140 \* Room Hire: \$400**

The Adelaide Room is tastefully decorated with modern furnishings & shares a foyer area with the bar, perfect for your pre-dinner drinks.

### Terrace Restaurant

**Size: 102m<sup>2</sup> \* Seating: Banquet 70 \* Room Hire: \$400**

The Terrace Restaurant can be utilised exclusively for your wedding reception.

### Room Hire Includes:

- Table settings on round tables or trestles (*as discussed with Function Coordinator*)
  - All white linen tablecloths & napkins
  - Bridal table & cake table with traditional white skirting
    - Silver cake knife
    - Dance floor
  - Personalised menus
- All your required extras (such as name tags, table centrepieces, bonbonniere) positioned & setup beautifully on tables by Royal Coach staff, as per your instruction

## **Royal Package - \$99.00 per person**

An all inclusive 4½ hour package:

- ½ hour pre-dinner drinks served with our chef's selection of hot & cold canapés
- 3-course set menu dinner: choice of 2 Entrées, 2 Mains & 1 Dessert
  - Tea, coffee & chocolates following dinner
  - Standard beverage package for 4 hours
    - MC/DJ for 4 hours
  - Floral centerpieces for all guest tables

## **Set Menu Pricing**

- Soup, 1 Main Dish, 1 Dessert - **\$38.00 per person**
- 1 Entrée, 1 Main Dish, 1 Dessert - **\$40.00 per person**
- 1 Entrée, Choice of 2 Main Dishes, 1 Dessert - **\$42.00 per person**

## **Additional Set-Menu Selections**

- Choice of Entrée or Dessert – **Add \$4.00 per person**
- Choice of Main – **Add \$5.00 per person**

## **Additional Menu Options**

- Anti Pasto Platter (per table) – **Add \$5.00 per person**
- Individual Anti Pasto Platters – **Add \$6.50 per person**
- Cheese Plate (per table) – **Add \$5.50 per person**
- Individual Cheese Plate – **Add \$7.50 per person**

## **Pre dinner Canapés**

- ½ hour duration, or part thereof - **\$7.90 per person**
- Based on 4 items per person with choice of 4 morsel selections

***\*\*Full cocktail style wedding & buffet menus are also available - please speak with our Functions Coordinator for further information & pricing \*\****

## **Children's Menu**

- Children's menu available upon request
- 2-course menu priced from **\$18.00 per child**
- (aged 12 years & under)

## **Your Wedding Cake**

- Served as dessert (instead of dessert menu choice)
- Plated & garnished with coulis & cream at NO additional charge

## **Cake Cutting & Bagging**

- We would be happy to cut up your cake & place it into cake bags for you - **\$2.00 per person**

*\*Please note: all pricing is based on min. 50 people.  
For smaller wedding receptions, please speak with our Functions Coordinator about pricing & a package tailored to your requirements.*

## **Beverage Packages**

### **Standard Beverage Package Includes:**

House sparkling, red & white wines (Gisa ARC wines)  
Tap beer: Coopers Pale Ale, Carlton Draught, Pure Blonde (*Subject to change*)  
Selection of soft drinks & juice.

2 Hour Duration - **\$24.00 per person**

3 Hour Duration - **\$28.00 per person**

4 Hour Duration - **\$32.00 per person**

5 Hour Duration - **\$36.00 per person**

### **Upgrade Your Standard Beverage Package**

#### **Premium Beverage Package 1 - Additional \$2.00 per person**

Includes red & white wines (Wirra Wirra Scrubby Rise Sauvignon Blanc & Shiraz & Fleur de Lys Chardonnay Pinot Noir Sparkling)  
Tap beer: Coopers Pale Ale, Carlton Draught, Pure Blonde (*Subject to change*)  
Selection of soft drinks & juice.

#### **Premium Beverage Package 2 - Additional \$4.50 per person**

Includes red & white wines (Jim Barry Watervale Riesling, Chapel Hill Unwooded Chardonnay, Rymill MC<sup>2</sup> Merlot Cabernet & Fleur de Lys Chardonnay Pinot Noir Sparkling)  
Tap beer: Coopers Pale Ale, Carlton Draught, Pure Blonde (*Subject to change*)  
Selection of soft drinks & juice.

#### **Non-Alcoholic Beverage Package - Deduct \$7.00 per person**

### **Spirit Beverage Package Includes:**

House sparkling, red & white wines (Gisa ARC wines)  
Tap beer: Coopers Pale Ale, Carlton Draught, Pure Blonde (*Subject to change*)  
House Bundy, Gin, Vodka, Whisky & Brandy.  
Selection of soft drinks & juice.

2 Hour Duration - **\$35.00 per person**

3 Hour Duration - **\$40.00 per person**

4 Hour Duration - **\$45.00 per person**

5 Hour Duration - **\$49.00 per person**

### **Beverages Charged on Consumption**

Allows you the freedom to advise us which beverages you would like to provide for your guests & the amount or limit of money you would like to spend.

***Please Note: No BYO; Beverage packages are charged at the same number of guests as dinner package.***

## Sample Set Menu Selections

### Soup

- Cream of butternut pumpkin soup served with roasted almond flakes
  - Minestrone soup with grated parmesan cheese
- Two colour soup of basil & tomato with roasted pumpkin & coriander, topped with sour cream

### Entrée

- Asian prawns sautéed with soya beans & chilli paste, finished with coconut cream & served with a timbale of steamed rice
- Thai chicken shazlick served with jasmine rice & rich peanut sauce
- Scallops kilpatrick on a skewer wrapped in bacon with a helping of kilpatrick sauce, served on a bed of fluffy white rice
  - Individual sun-dried tomato & goat's curd tart
  - King prawn cocktail with shredded iceberg & marie rose sauce
- Smoked salmon & avocado salad, fanned avocado & smoked salmon served on greens, complemented with a horseradish & mustard sour cream
- Fillet of beef with two pepper sauce, medium rare beef served on white pepper, white wine & cream sauce, served alongside black pepper & red wine sauce

### Main

- Oven roasted lamb rump coated in macadamia nut herb crush, served on a bed of potato mash with redcurrant & rosemary glaze
- Grilled atlantic salmon fillet served on a bed of mash potato & topped with mango & mint salsa
- Camembert chicken breast stuffed with spinach & camembert baked in filo served with a champagne cream sauce
- Fillet of beef a'la villa, beef pocketed with bacon & onion seasoning slowly baked until medium & served with a rich mushroom sauce
  - Char grilled vegetable stack with grilled fetta cheese & seasoned with basil pesto & napoli sauce
  - South Australian barramundi fillet served on a celeriac & potato puree with lemon, lime & ginger glaze
  - Peppercorn encrusted roast beef served with garlic & rosemary kipfler potatoes, drizzled with pepper sauce
- Tender pork fillets served on asparagus spears & mash potato accompanied by candied apple & balsamic jus

***All main meals are served with a bowl of seasonal vegetables & fresh salad***

## Sample Set Menu Selections Cont...

### Dessert

- Brandy snap basket filled with fresh seasonal fruit, ice cream & raspberry coulis
  - Chocolate mousse basket - sinfully rich chocolate mousse served in a chocolate basket & decorated with cream
  - Hot apple, cinnamon & walnut pudding served with caramel sauce
- Light & fluffy strawberry cheesecake decorated with Chantilly cream & fresh strawberries
  - Traditional crème brulee - delicate baked custard glazed with a warm caramel toffee, accompanied by mixed fruits
- Lemon meringue sundae of vanilla ice cream drizzled with a warm lemon sauce topped with crushed crunchy meringue
  - Brandy Alexander profiteroles - golden profiteroles filled with fresh cream & drizzled with decadent brandy Alexander sauce
  - Your wedding cake with Chantilly cream & raspberry coulis

***Finish with filtered coffee, tea & chocolates***

## Sample Cocktail / Canapés Menu Selections

### Cold Selections

- Selection of sushi with wasabi & soy sauce
- Crusty bite size bruschetta with seasonal toppings
  - Virgin Mary oyster shots
- Chef's homemade dips with baked pita bread
  - Smoked chicken & asparagus fingers
- Bocconcini & tomato skewers with basil oil
  - Smoked Salmon & cream cheese on rye
    - Melon fruit sticks
    - Roast beef & horseradish cups

### Hot Selections

- Chilli & herb chicken skewers
  - Marinated beef skewers
  - Homemade vegetarian pasties
- Bite size mini quiches (*Lorraine or Florentine*)
  - Tomato, basil & goats cheese tartlets
- Salt & pepper prawn sticks with citrus aioli
  - Mini pork meatballs with tomato relish
- Steamed dim sum with thick soy & coriander
- Spinach & dill pies with ricotta & fetta cheese

# Terms & Conditions

The **Adelaide Royal Coach** (ARC) takes pride in its facilities, service and professionalism, and its people, who strive to ensure the success of your event. To ensure the satisfaction of all guests, the following terms and conditions are applicable to your event. All bookings are made upon, and are subject to, these terms and conditions.

## **Deposit**

ARC will hold a tentative booking for a maximum of 10 days. We suggest you undertake a complete site inspection of the hotel prior to confirming your booking. A draft running sheet of your event must be agreed upon prior to the deposit being paid.

To confirm your booking, a deposit of \$500 (Five Hundred Dollars) is required. Any deposit will be credited against the total amount of your final invoice. In the event of a cancellation, the deposit is **non-refundable**. A signed copy of these Terms & Conditions must be returned to the Function Coordinator with the deposit.

## **Labour Charges & Public Holiday Surcharge**

General cleaning is included in the room hire. Additional cleaning charges may be incurred where an event has created cleaning requirements to be over and above normal general cleaning. Any event continuing beyond the confirmed departure time will incur a labour surcharge.

A labour surcharge of \$500 (Five Hundred Dollars) applies to all weddings held on a South Australian or National Public Holiday.

## **Menu Tasting**

Complimentary Menu Tasting is provided for Bride & Groom, based on 2 selections per course, on a Monday – Friday lunch or dinner only. Should the parents or bridal party wish to accompany the Bride & Groom for the Menu Tasting, a charge of \$30.00 per person will apply. Please note that menu's included within this kit are subject to seasonal changes – please confirm with the Functions Coordinator prior to your tasting.

## **BYO & Liquor Licensing Act**

ARC retains the right to provide all catering on the premises, and no food or beverages may be brought onto the premises unless prior permission from management has been obtained. Management and staff will abide by all conditions set down in the Liquor Licensing Act.

## **Price Variations, Pricing & GST**

The prices and packages quoted in this Wedding Kit are valid until 30 June 2012. All rates are given in Australian dollars and are inclusive of Goods and Services Tax (GST) as defined in A New Tax System (Goods and Services) Tax Act 1999.

## **Payment Policy**

Payment of the balance of the function (including food & beverage, room hire (if applicable) equipment etc) is required 4 (four) days prior to the function. Payment can be made by cheque, cash or credit card.

## **Cancellations**

The following cancellation fees may apply if you cancel your function(s) or part(s) thereof:

- **More than 30 days notice** – non-refundable deposit will be forfeited.
- **Between 30 and 7 days notice** – all deposits paid will be forfeited and you must pay an additional 25% of the estimated total function cost (unless the function room is re-booked in which case ARC, in its discretion, may waive part of the cancellation fee.)
- **With less than 7 days notice** – all deposits paid will be forfeited and you must pay the estimated total function cost (unless the function room is re-booked in which case ARC, in its discretion, may waive part of the cancellation fee).

## **Catering & Guest Numbers Confirmation**

To ensure the efficient running of your event, we require:

- All menu selections confirmed 14 (Fourteen) days prior to your function
  - All catering numbers and times are to be confirmed 4 (Four) working days prior to your function. This is the minimum number of guests that catering will be charged for, even in the event that fewer guests attend.
- Changes to scheduled catering times during your function are required within a reasonable time frame and made direct with the Functions Coordinator to ensure quality and freshness of food.

# Terms & Conditions

## Conduct of the Function

Unless otherwise agreed by ARC, your event must finish at the time specified. ARC reserves the right to terminate your event if the ARC staff & management reasonably believe that your event is not being conducted in an orderly and lawful manner. ARC has no responsibility to you for costs, damages or expenses that you incur in relation to the termination of your event.

ARC may remove or deny entry to anybody being disruptive or acting in a disorderly manner. You are not permitted to exceed any noise levels, which in the opinion of ARC may disturb other guests or disrupt other operations.

## Function Details

The prior approval of ARC is required for:

- All plans for decorations that you propose to use during your event. These must be provided for approval at least 14 (Fourteen) business days before your event.
- Attaching anything by nails, screws or adhesive in any way to any wall, door or other part of ARC.
- The use of smoke machines, special balloon effects and/or pyrotechnics due to the effect on ARC's smoke detectors. Should the Fire Brigade respond to an alarm, which has been set off by an unauthorised use of smoke machines, special balloon effects and/or pyrotechnics, you will be liable for any charges incurred by ARC.
- All deliveries to ARC must be advised before delivery and must be delivered marked with the name and date of the event.

## Circumstances beyond the Control of ARC & Venue Alterations

If ARC is unable to provide the facilities (including function rooms & accommodation) or any other arrangements for your event or any part of it or cannot otherwise perform the terms of the agenda due to circumstances beyond ARC's control, ARC is not responsible for any costs, damages or expenses that you may suffer or incur and reserves the right to substitute similar or comparable accommodation/venues for the function, which substitution shall be deemed by the patron as full performance under this agreement.

## Indemnity

As your hosts we take every possible care, however, you are responsible for and must indemnify ARC for: Loss or damage to ARC arising out of your use, or any person attending the event and/or accommodation. Loss, damage or theft of any merchandise brought into ARC, or any goods that may be in the car park, and any introduction of food to the event and the effect of it afterwards. Any claims by any persons for loss, injury, death or damage of any kind arising from your use, or any persons attending the event and/or accommodation, which is caused or contributed to by your negligence or that negligence of the persons attending the event.

## Terms & Agency

Unless otherwise agreed, the party which signs these terms and conditions will be the party responsible for the payment of the event charge.

Certain functions may require specific guidelines that are not contained above. Whilst every attempt has been made to cover these, the Functions Coordinator will highlight any additional concerns.

Please read these terms and conditions carefully. If you do not understand any of the terms or have any questions, please discuss them with the Functions Coordinator or Manager. If you have read and understood the event and accommodation Terms and Conditions set out above and accept them, please sign the terms. In signing the terms, they are binding upon you. Please keep a photocopy for your records.

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Bride Name

Bride Signature

Date

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Groom Name

Groom Signature

Date

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ARC – Function Coordinator Name & Signature

Date