



# THE HOWICK CLUB 21st PACK

*By Bishop Catering*



# HOWICK CLUB VENUE

Here at the Howick Club we pride ourselves on our professional service and top quality food.

Enclosed are our 21st Birthday menu options, all of which can be easily modified to suit your requirements.

Our room charges and buffet menus are inclusive of G.S.T.

We look forward to receiving your enquiry so that we can tailor an event that best meets your needs.

If you have any further questions or would like to make an appointment, please do not hesitate to contact me.

A handwritten signature in blue ink that reads 'Rob Bishop'. The signature is stylized and includes a horizontal line underneath.

**Functions Manager**  
Rob Bishop



# FACILITIES

## Function Room 1.....\$625 Room hire

90 People Max

(Please Note: Room hire charge covers all staffing including bar, cleaning and mandatory security guard).

## Important Function Information

1. **Parent/member to be on premises until the last guest vacates.**
2. Guests to be invited by invitation only. The number attending will be the number that is catered for.
3. **A mandatory bar tab to operate for duration of event. Bar account to be paid within 10 minutes of the bar closing.**
4. No food or alcohol to be bought onto the premises or to be removed from the premises – Except for a birthday cake
5. To comply with health regulations, supper will be served for a maximum of one hour.
6. All decorations are the hirer's responsibility. No staples or sellotape, pins, nails to be used on decorations. All decorations to be removed at the end of function.
7. Guests to be signed in. Sign in sheet supplied with information pack to be completed and returned when final payment is made, 7 days prior to event.
8. The room hire charge covers all staffing, including the cleaning of the premises and security. Excessive cleaning may result in extra costs.
9. **Damage to the Club's premises will not be tolerated and charges will apply relative to the damage caused.**
10. Dial a driver and taxi information is available from reception.
11. All transport from the Club to be arranged at least 1 hour Prior to Club closing.



# FINGER FOOD / SUPPER BUFFETS

## **MENU ONE** ..... \$12.50 Per Person

- Selection of Club Sandwiches.
- Selection of Savouries with Tomato Sauce.
- Fish Bites with Tartare Sauce.
- Pork Wontons and Mini Spring Rolls with Sweet Chilli Sauce.
- Bacon and Mushroom Vol-au-vents.

## **MENU TWO** ..... \$15.50 Per Person

- Malaysian Chicken Skewers with Satay Sauce.
- Selection of Club Sandwiches.
- Chicken Nibbles with Soy, Sesame & Ginger Glaze.
- Selection of Savouries with Tomato Sauce.
- Fish Bites with Tartare Sauce.

## **MENU THREE** ..... \$20.00 Per Person

- Moroccan spiced Prawn Skewers with Garlic Aioli.
- Half Shell Mussels with Tomato and Coriander Salsa.
- Malaysian Chicken Skewers with Satay Sauce.
- Assorted Sushi with Pickled Ginger, Soy Sauce and Wasabi.
- Mini Quiche with Assorted Fillings.
- Bacon and Mushroom Vol-au-vents.
- Pork Wontons and Mini Spring Rolls with Sweet Chilli Sauce.

# TERMS & CONDITIONS

Your booking with us at The Howick Club shall be deemed as full acceptance of the following terms and conditions:

**PRICES:** Are based on a minimum of 50 guests, for fewer guests we would be more than happy to quote a revised price.

**CONFIRMATION:** To confirm your booking a deposit of \$200 is required (refunded 1 business day after the event).

**FINAL PAYMENT:** Final payment & confirmed numbers of guests is required at least 7 days prior to your event (in the event that more guests attend the event these will be charged for accordingly as per the package rate). All our prices are inclusive of G.S.T. and subject to change without notice.

**MANDATORY REQUIREMENTS:** A sign in sheet will be emailed to you on confirmation of your booking and must be completed and returned when final payment is made (7 days prior to the event).

**CANCELLATION OF BOOKING:** In the event that you decide to cancel your booking, deposit will be refunded as follows:

- 6 months prior ..... 100% refund of deposit minus a \$50 admin fee.
- 3 to 6 months prior ..... 50% refund of deposit minus a \$50 admin fee.
- Less than 3 months prior ..... No refunds.

**GUESTS:** It is a requirement of the Liquor Licensing Law that all your guests are signed in.

**HEALTH & SAFETY:** The organiser of the function is responsible for the conduct of all guests present and for any damage caused by guests or subcontractors. The cost of any damage or theft may be charged to the organiser. The organiser indemnifies the Howick Club against any claims which may arise from injury or damages from the use of any subcontractor the organiser employs. In accordance with the Health and Safety in Employment Act 1992, visitors must obey all reasonable instructions and signs whilst on site to ensure that their actions do not create hazards to people or property.

**EXITS:** All fire and emergency exits are to be kept clear at all times. On hearing an alarm please leave the building by the nearest fire exit, assemble at the area designated on the fire notice and wait further instruction.

**SMOKING:** This is not permitted in any indoor area, only in designated area.

**DECORATIONS:** All decorations are the responsibility of the hirer and are to be removed at the completion of your event. Only bluetac can be used to adhere decorations and signage to surfaces (no drawing pins sticky tape or tacks may be used, no glitter or sprinkles are to be used to decorate tables).