



2024 Function PACKAGES

The **LIGHTHOUSE**
EST. **WHARF** 1935 **HOTEL**

Welcome!

Nestled in the heart of the Port, The Lighthouse Wharf Hotel is the perfect spot for your next function.

Located on level one of the hotel, The Balcony Bar offers uninterrupted views of the iconic Lighthouse, Port River and a glowing sunset that is absolutely breathtaking.

With capacity for 120 guests in a stand-up cocktail function, or up to 40 guests for a sit-down dining experience.

The modern light-filled space is perfect for a variety of events such as weddings, engagement parties, bridal & baby showers, birthdays & sporting events. This stylish & sophisticated room has a private bar, bathroom facilities, large screen TV's for displaying images or videos, an in-house P/A system and lift access for the handi-capable. Weather permitting, a magnificent balcony overlooking the Lighthouse & Port River.

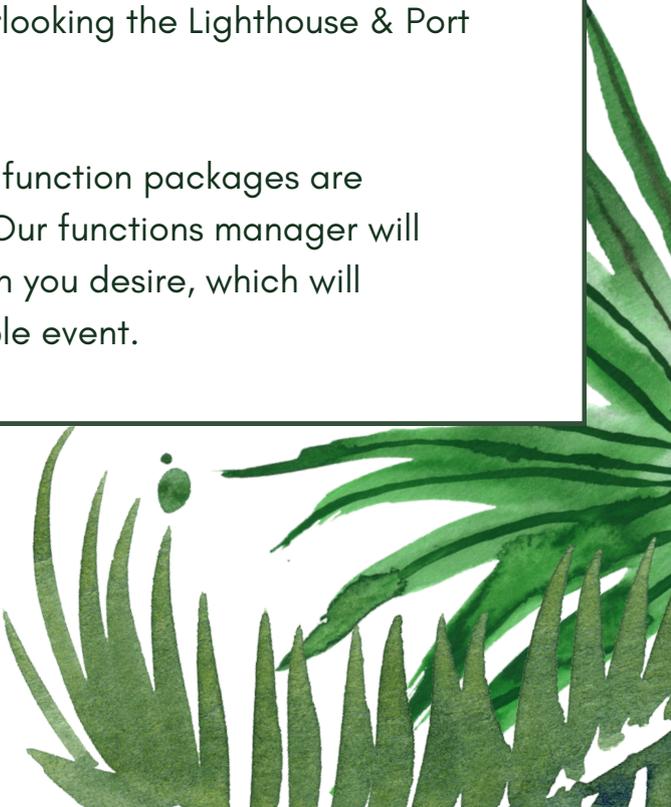
We can design a layout to suit every event. Our function packages are designed as a guide in planning your function. Our functions manager will work closely with you to bring to life the function you desire, which will guarantee you and your guests a truly memorable event.

For more information

email | functionslighthouse@bhghotels.com.au

phone | 08 8447 1580

address | 1 Commercial Road, Port Adelaide 5015





General Information

Thank you for considering The Lighthouse Wharf Hotel Upstairs Balcony Bar for your next event. To help with the planning of your event, please consider the following:

Food All events require catering supplied by The Lighthouse Wharf Hotel. Please refer to our menu options below. All events require a minimum spend per head on food. No food or beverages of any kind will be permitted to be brought into the hotel for consumption, unless prior approval has been given.

BYO Cake We are happy for you to provide your own cake. There is a \$10 cakeage charge. We will refrigerate it until you wish to have it displayed, and provide plates, spoons/forks, napkins & a cake knife. Or alternatively \$5pp to be served individually with coulis and cream. This needs to be organised with confirming your menu.

Beverage We can assist you in creating a drinks tab based on consumption or guests can purchase their own. Strictly NO BYO

Minimum/Maximum Numbers

Seated Events: min 20 / max 50

Cocktail | Platter Events: min 20 / max 120

Area Hire

Partial Hire (can provide roped off section - not private)

minimum 20 / maximum 60

Entire Upstairs Hire up to 120 maximum

Minimum Food spend applies - Functions Coordinator will advise

Minimum numbers & spend may be reduced for events held Monday to Thursday - depending on requirements.

This does not include Public Holidays or Special Event Days.

(10% surcharge applies for public holidays)



Platters

Platters | minimum spend \$20pp

Platters are served buffet style for guests to serve themselves

Natural Coffin Bay Oysters (min two dozen)	\$40 per dozen
Fresh Chilled Whole Australian Tiger Prawns with cocktail sauce (min two dozen)	\$44 per dozen
Salt & Pepper Squid (GFO) with tartare	\$80 40pc
Beef Brisket Sliders with slaw & korean aioli	\$100 20pc
Beef Bulgogi Lettuce Cups (GFO) Scotch Fillet fried in soy & garlic, in lettuce cups	\$100 20pc
Fried Chicken Wings Nashville style fried chicken wings with ranch dressing	\$60 40pc
Hot Fried Chicken Tacos with kimchi aioli & pickled veg	\$100 20pc
Cured Salmon Tostada Tequila & lime cured salmon with wasabi, dill & caper cream	\$100 20pc
Arancini with Romesco sauce Bacon & Cheese or Pumpkin, Feta & Thyme (VO)	\$80 25pc
Pies, Pasties & Sausage Rolls with house made relish	\$60 25pc
Asian Trio with soy & ginger sauce	\$50 45pc
Lamb Kofta (GFO) with spiced yoghurt	\$80 20pc
Cauli Bites (GFO) baked & marinated cauliflower in a sweet spicy sauce (VO)	\$60 30pc
Dip Platter house made with charred pita	\$14
Grazing Platter cheese, meats, pate, terrines & dried fruit	\$5pp min 20ppl
Seasonal Fruit Platter	\$50

for outside catering, please add a 10% surcharge

Terms & Conditions

Reservations: The Lighthouse Wharf Hotel will hold a tentative reservation for a maximum of two weeks. If confirmation is not received during this period, management reserve the right to cancel the booking and re-allocate the area without notice.

Confirmation: In order to secure your function, a \$200 deposit is required within 14 days of making a tentative booking, accompanied by a signed copy of terms & conditions. Management reserve the right to cancel the booking when confirmation is not received within this time limit.

Final numbers: Anticipated numbers are requested when a deposit is paid. Final numbers are required 7 days prior to your event. This number will represent the minimum number of guests for which you will be charged. In the event of an increase or decrease of numbers, The Lighthouse Wharf Hotel reserves the right to re-allocate the function to another suitable area.

Menu: Details of the food & beverage selection must be finalised at a minimum of 10 days prior to the function. Special dietary requirements and allergies, including vegetarian or vegan options, are to be confirmed prior to function. Not all allergies/ or special requirements can be catered for due to the fact that some, or all of our products may be processed on equipment that has processed nuts and allergen foods. All menus are subject to season and availability and subject to change without notice.

Pricing: Every endeavour is made to maintain prices as printed, however, pricing and conditions are subject to change at any time at the discretion of management. Please note, in the event your function falls on a public holiday, a surcharge of 10% will apply to your bill. All pricing quoted are GST inclusive. The values outlined are the minimum spend to secure a booking for the Upstairs Balcony Bar at The Lighthouse Wharf Hotel

Monday to Thursday (inclusive) \$3,000
Friday to Sunday (inclusive) \$5,000

Payment: Full payment is required 7 days prior to the function, or on the day of the function, unless prior arrangements have been made. Personal cheques will not be accepted. We accept cash, credit card or electronic transfer. Where credit card details have been provided as means of booking, the customer authorises the venue to charge the outstanding balance to that card. Please note, any additional food or beverages served on a consumption basis, must be settled at the completion of function.

Commencement and Vacating: The client agrees to begin the function at the scheduled time agreed upon. Bar facilities in the room required will be closed half an hour prior to the conclusion time of function. Upon conclusion of function, clients and their guests are expected to vacate the function area within 30 minutes in a quiet and orderly manner. Access to function room on the day of event, for the purpose of setting up should be organised with management.

Children under 18: Any minors (under 18 years of age) attending a private function at The Lighthouse Wharf Hotel, must vacate the premises by 12 (midnight) in accordance with Liquor Licensing Laws. All children under 18 years of age require parent / guardian supervision at all times.

Responsible Service of Alcohol: The Lighthouse Wharf Hotel practices the responsible service of alcohol. Intoxicated individuals will not be served alcohol. The Lighthouse Wharf Hotel reserve the right to refuse service or remove patrons for inappropriate or offensive behaviour without liability. The law in respect of minors under 18 years of age will be enforced at all times. Approved identification must be provided upon request. Any guest found to be supplying alcohol to a minor will be evicted immediately.

Responsibility: Clients are financially responsible for any damages/breakages sustained to The Lighthouse Wharf Hotel by the client, client's guests or invitees, or other persons attending the function. We accept no responsibility for the damage or loss of any gifts, goods or any other items left prior to, during or left behind after the function. Management does not accept responsibility of any injuries sustained to any person as a result of equipment installed in The Lighthouse Wharf Hotel by the client or parties acting on behalf of the client.

Displays and Signage: Organisers are required to advise The Lighthouse Wharf Hotel of any displays, signage and/or decorations to be utilised at the function. No items are to be adhered to any wall, door or other part of the building unless The Lighthouse Wharf Hotel has granted permission.

Decorations: Decorations are to be provided by the customer. White linen table clothes can be provided at a cost. Please ask function manager to discuss. The use of any confetti or 'sprinkle' style table decorations is not allowed. All decorations are to be approved by management before putting up. General cleaning requirements following the function is included in the quoted function price, however if cleaning requirements are judged to be excessive, an extra cleaning fee will be charged depending on the state of the facility after the function.

Furniture: We are able to move majority of furniture in the functions spaces at The Lighthouse Wharf Hotel. This includes high bars, tables, chairs and stools. Desired setup for your function must be confirmed with our functions co-ordinator 7 days prior to function.

Cancellation: Written notice is required to cancel a booking. In the event that the customer cancels the booking more than 14 days prior to the date of the booking, every effort will be made to return your deposit. In the event that the booking is cancelled within 14 days, but no less than 7 days, the deposit is forfeited to The Lighthouse Wharf Hotel. In the event the customer cancels booking within 7 days of the booking, the customer will be liable for the amount of any confirmed menu.

Music: Music can be provided via our in-house system. The Lighthouse Wharf Hotel management must approve all musicians/entertainment prior to your function. Management reserves the right to control volume levels of music types in any function to preserve the rights of other hotel guests. It is the client's responsibility to ensure all external AV equipment is compatible with the hotels in-house equipment. Clients are more than welcome to test equipment on-site prior to the function.

Security: Depending on the type of function, some functions may attract a charge for security. If security is required for your function, the preferred security company used by The Lighthouse Wharf Hotel is the only security to be used & is an additional charge to customer - this is not included in any minimum spend specified above.



Customer Details

**To confirm your booking, please date and sign these
Terms and Conditions and return with the Deposit of \$200**

Booking Name

Function Type

Contact during Function

Contact Number

Email Address

Date of Function

Starting time

End time

Approximate guest numbers

Deposit Method: CASH | CARD | AMEX | ELECTRONIC TRANSFER

Card Number

CCV

Expiry Date

Name of Card Holder

I / We have read and hereby agree to the Function Package
Terms and Conditions provided to me by
The Lighthouse Wharf Hotel

Signature:

Date:

OFFICE USE ONLY
RECEIVED BY
SIGNATURE
DATE

