

ALL ABOUT FUNCTIONS



**WEDDING
PACKAGES**

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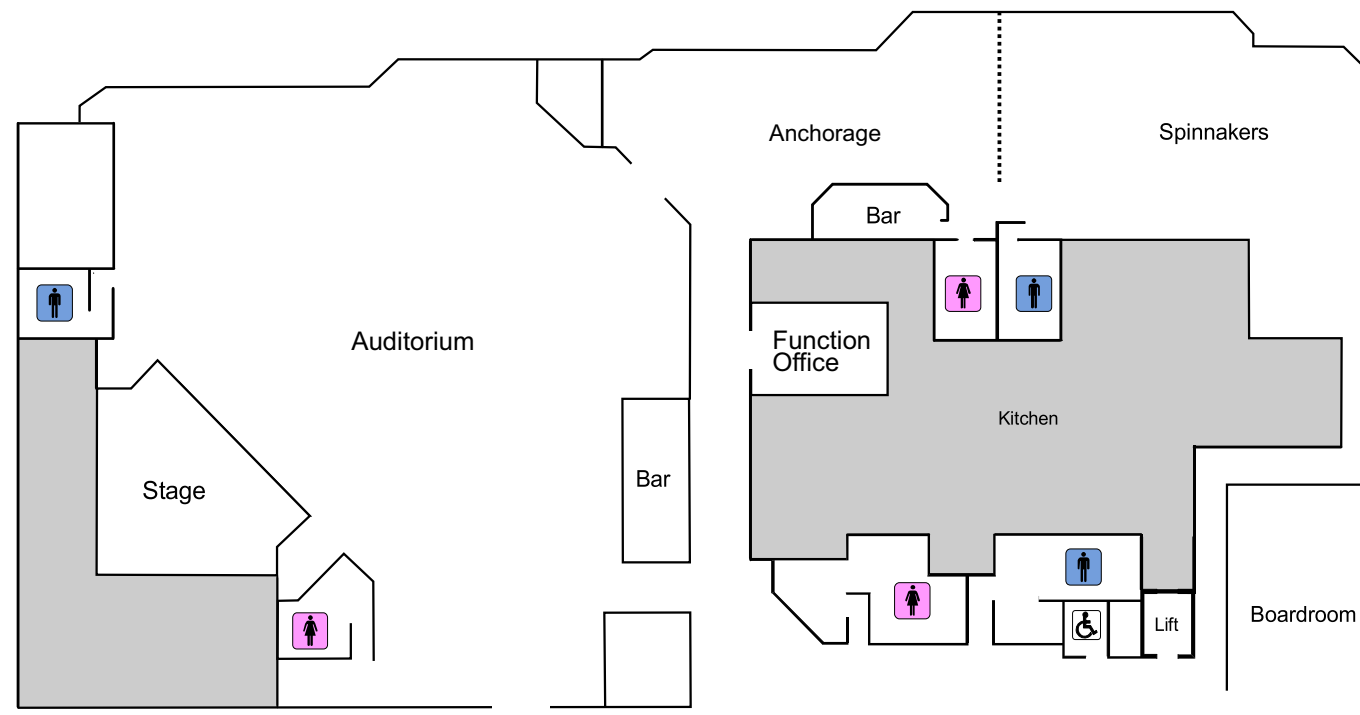

**RIVERSIDE
FUNCTIONS**
BALLINA RSL

 
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Welcome

Located on the banks of the majestic Richmond River, the Riverside Function Centre offers you beautiful views, a relaxed atmosphere and the very best facilities for your upcoming wedding reception. Whether you're looking for an intimate function space for a small wedding with close family and friends or a large traditional wedding with all the trimmings, we have the perfect venue for you.

Our award-winning cuisine is widely acclaimed and our Executive Chef has created mouth-watering wedding menus that showcase the Northern Rivers Region's finest produce. You can select from one of the following packages or create your own from the menu's and run a bar account.



Our Rooms

Sweeping river views are just the beginning at the Riverside Function Centre! With a range of rooms on offer for your wedding reception, you will be sure to find one that is perfect for your big day. Facilities include rooms to cater from 50 to 500, with private bars, complimentary car space, disabled access and private amenities.

The Auditorium

Our largest room accommodates up to 300 guests banquet style and 500 guests Cocktail with spectacular views of the Richmond River. The room has a large parquet dance floor, stage, private bar and bathroom facilities.

Spinnakers/Anchorage

The large floor length windows overlooking the Richmond River provide a beautiful outlook for your wedding reception. Spinnakers accommodates up to 100 guests banquet style and is also suitable for smaller intimate weddings.

The room has a private bar and bathroom facilities.

ROOM FACILITIES & CAPACITY								
ROOM	THEATRE	U/SHAPE	CLASS	COCKTAIL	BANQUET	BAR	RIVER VIEW	ROOM HIRE
Auditorium	520		200	520	280	✓	✓	\$650
Spinnakers/Anchorage	100	30	60	200	100	✓	✓	\$600
Spinnakers	80	20	40	100	60		✓	\$300
Anchorage	50	20	30	60	30	✓	✓	\$300

Packages

Minimum
Numbers
Apply

Grand Wedding Package

\$160PP

- A beautifully appointed function room with river views & private bar
- Dedicated wedding coordinator to assist with the smooth running of your personal day
- Pre dinner canapés on arrival
- 3 course plated dinner
- 5 hour gold beverage package
- Chair covers sashes
- Skirted bridal, gift and cake table
- Guest's tables dressed with white linen tablecloths and white linen serviettes
- Bridal table arrangement
- Bridal backdrop with fairy lights
- Your choice of table centrepiece for guests tables
- Wishing well
- Easel and frame for seating plan

Elegant Wedding Package

\$130PP

- A beautifully appointed function room with private bar
- Dedicated wedding coordinator to assist with the smooth running of your personal day
- 2 course plated dinner with your wedding cake served as dessert
- 5 hour gold beverage package
- Chair covers with your choice of coloured satin sashes
- Skirted bridal, gift and cake table
- Guest tables dressed with white linen tablecloths and your choice of serviettes
- Bridal Backdrop with fairy lights
- Wishing well
- Easel and frame for seating plan

Packages

Minimum
Numbers
Apply

Buffet Wedding Package

From \$125PP

- A beautifully appointed function room with private bar
- Dedicated wedding coordinator to assist with the smooth running of your personal day
- Sumptuous buffet dinner with your wedding cake plattered on the dessert buffet
- 5 hour gold beverage package
- White or black chair covers with your choice of coloured satin sashes
- Skirted bridal, gift and cake table
- Guests Tables dressed with white linen tablecloths and your choice of colour serviettes
- Bridal backdrop with fairy lights
- Wishing well
- Easel and frame for seating plan

Canapé Wedding Package

\$110PP

- A beautifully appointed function room with private bar
- Dedicated wedding coordinator to assist with the smooth running of your personal day
- Sumptuous Canapés and fork selection served over two hours in noodle boxes
- 5 hour gold beverage package
- Lycra cocktail table overlays
- Skirted gift and cake table
- Wishing well
- Roof draping

Menus

Canapés (Priced PP)

Selection of 4 over 1hr	\$21PP
Selection of 6 over 1hr	\$25PP
Selection of 4 canapés & 2 substantial items over 1½ hrs	\$46PP

Half hour extensions incur \$10.00 pp

Cold

- Selection of nori rolls with traditional accompaniments
- Crostini of smoked salmon, dill crème fraiche and cucumber
- Crostini of rare beef, basil aioli and cherry tomato df
- Tartlet of braised leek and parmesan v
- Vietnamese rice paper rolls and chilli lime dressing gf,df

Hot

- Beetroot arancini with parsley aioli v
- Lamb or vegetarian samosa with mint yoghurt
- Duck and mushroom croquettes with herb mayo
- Balinese style chicken skewers with peanut sauce df
- Tempura prawns with smoked paprika mayo df, gf
- Crumbed whiting fillet with dill mayo df

Menus

Substantial Items \$25 choice of two items over 1 hour period

- Fish and chips with lemon and tartare df
- Mini cheeseburgers with pickles, mustard and ketchup

Platter Style Food

Selection of hot finger food

\$200 a platter

Mini gourmet pies, prawn cutlets, vegetarian spring rolls, crumbed fish pieces, samosa's and dim sums.
(6 pieces per person)
(ideal for 20 people with other food options included)

Selection of canape size pastries and savoury baked goods

\$200 per platter

Spinach & fetta mini pastries, pumpkin & ricotta mini rolls, beef & caramelised onion mini pies, meatballs, butter chicken tartlets, quiches, tarts sweet chilli dip
(Ideal for 20 people with other food options included)

Grazing platter

\$200 per platter

Cheeses, fruit, cured meats, marinated vegetables, pickles, feta, dips and toasted Turkish bread and lavash
(Ideal for 20 people with other food options included)

Menus

Plated Dinner (Priced PP)

Two Course Main & Dessert Set Menu

\$57PP

Three Course Set Menu

\$72PP

Minimum 30 Guests

Each course served alternately with a crusty roll, tea and coffee selection

Entrée Selection

- Steamed local prawns, green papaya salad, spiced macadamias and nam jim df, gf
- Beef tataki with ponzu, Asian slaw and wasabi mayo gf, df
- Baked ricotta and zucchini slice with rocket, pear parmesan salad with aged balsamic gf
- Seared salmon with hommus, Fattoush and pomegranate

Main Selection

- Pan-fried miso and soy 'Blackened Salmon' with roasted pumpkin, bok choy, roasted sesame dressing and fresh herb salad df
- Roasted chicken breast with mash potato, steamed greens, mushroom sauce and salsa verde gf
- Roasted lamb rump with bubba ghanoush, roasted zatar pumpkin, green bean and cauliflower tabouleh with tahini whip
- Slow roasted pork belly in Balinese curry sauce with sweet potato mash, Asian greens and sprout salad gf, df
- Pumpkin and chickpea meat balls with cauliflower cous cous, spiced tomato sauce, yoghurt dressing and macadamia dukkah

Desserts

- Coconut panna cotta with rose strawberries and lemon meringue
- Individual Passionfruit Pavlova, tropical fruit, berries and vanilla cream gf
- Chocolate fudge cake with berries, coffee espresso and salted caramel
- Citrus tart with crème fraiche and raspberry sorbet
- Persian love cake with rose crème fraiche, berries and pomegranate

Beverage Packages

Silver

Rothbury Estate Wines - Sparkling Cuvee, Semillon Sauvignon Blanc, Chardonnay, Cabernet Merlot, Shiraz Cabernet

Beers - Tap beers, Tooheys New, Hahn Super Dry, Hahn 3.5, XXXX Gold (mid strength)

Soft Drinks - Range from soda mix, juice

Gold

Rothbury Estate Wines - Sparkling Cuvee, Semillon Sauvignon Blanc, Chardonnay, Cabernet Merlot, Shiraz Cabernet

Or/ Hartog's (WA) – Semillon Sauv Blanc, Cabernet Merlot, Moscato

Tap Beers - Stone & Wood Pacific Ale (Byron Bay), Seven Mile Brewery Cali Cream (Ballina), Hahn Super Dry,

Hahn 3.5, XXXX Gold (mid strength)

Soft Drinks - Range from soda mix, juice

Platinum

Sparkling - T'Gallant Chardonnay Pinot Noir (Vic)

White Wine - Leo Buring Clare Valley Riesling (SA) or/ 821 South Sauvignon Blanc (Marlborough NZ)

Red Wine - Wynns Coonawarra Estate The Gables Cabernet Sauvignon (SA) or/ Saltram 1859 Shiraz (Barossa SA)

Tap Beers - Stone & Wood Pacific Ale (Byron Bay), Seven Mile Brewery Cali Cream (Ballina),

Hahn Super Dry, Hahn 3.5, XXXX Gold (mid strength)

Soft Drinks - Range from soda mix, juice, sparkling mineral water

Local breweries can also be sourced (Flat one off fee of \$100)

Sanctus (Yamba)

Wandana (Mullumbimby)

7 Mile Brewery (Ballina)

Stone and Wood (Byron Bay)

Treehouse Cider (Byron Bay)

Non- Alcoholic Range

Soda mix

Juice

Sparkling mineral water

Kombucha

Duration	Platinum	Gold	Silver	Non Alcoholic
2 hour	\$38.50	\$32.50	\$26	\$12.50
3 Hour	\$50	\$36.50	\$32	\$18
4 Hour	\$65.50	\$46	\$41	\$22
Add an hour	\$26	\$18	\$15	\$5

TERMS AND CONDITIONS

Bookings and Deposits

- A deposit and signed agreement is required to confirm your booking where there is room hire and catering services provided, otherwise the booking will automatically be cancelled and made available for re-hire. Where there are no catering services being provided, ie: room hire only, the room hire fee is payable at the time of booking.
- Minimum Catering is required for all bookings made on Friday and Saturday Evenings
- Food and beverage prices are subject to a 5% increase and are reviewed at the commencement of each year.

Confirmation

- A deposit and signed agreement is required to confirm your booking, otherwise the booking will automatically be cancelled and made available for re-hire.

Confirmation of numbers

- Agreed minimum catering numbers are to be confirmed fourteen (14) days prior to the event. Variations to minimum numbers will be invoiced after the event
- Final numbers are to be confirmed five (5) days prior to the event.

Cancellations

- Notification of cancellation must be made via written letter, fax or email.
- Notification of cancellation up until four (4) months prior to the scheduled event – full refund.
- Notification of cancellation up until two (2) months prior to the scheduled event – 50% refund.
- Notification of cancellation within one (1) month prior to the scheduled event – no refund except required by law, or unless the venue can be re-booked.
- If function is cancelled within 48 hours prior to the scheduled event there will be a 50% fee charged on all catering ordered.

Food and Beverage

- Special Dietary requirements - Should you require special meals, please notify the Functions Department prior to your function. As you can appreciate there are now several types of meal requirements and these cannot be produced on demand unless specifically ordered prior to your event. We require four (4) days notice for ALL dietary requests.
- Menu Pricing - Every effort is made by the Club to hold menu prices as printed, however menu prices may vary slightly on occasion at the discretion of management.
- Due to health regulations, Ballina RSL Club does not permit patrons, guests or invitees to bring items of food and beverage on the premises. Likewise, no food or beverages can be removed from the premises.
- Cakes for special occasions are exempt from this rule. Please provide prior notice if bringing a cake. A charge of \$3.00 per person applies if you require staff to cut and serve your own cake as dessert.
- Costs of meals for DJs, bands, entertainers etc. will be added to the client's account and these are not automatically included in your function. Should you require meals for such, the Club requires four (4) days notice. These meals will not be produced on demand.
- Liquor - The Club does not permit alcohol to be brought in from outside of the Club. Should any special liquor requirements, our Beverage Manager would be happy to discuss your needs.
- Alcohol is not permitted to be taken off the premises after 12am. This includes alcohol provided as prizes or gifts.
- Responsible Service of Alcohol - Serious fines are in place for minors who obtain alcohol on a licensed premise to both the venue and the minor. Sufficient photo identification must be produced to provide evidence of age. Fines are also in place for people who buy or supply minors with liquor. Management and Staff are required by law to refuse you liquor service if you are under 18 years of age or unduly intoxicated, and/or creating a disturbance. All guests under the age of 18 years must have their legal guardian remain on the premises at all times during the visit to the Club. For further information, please visit www.olgr.nsw.gov.au

Floor plans

- Seating plans must be provided five (5) days prior to the commencement of your function. The Functions Department is more than happy to advise on function room specifications. Delays & charges may be incurred if changes to room set are required on the day of the event.
- Ballina RSL Club reserves the right to rearrange or adjust specified room set-ups to ensure Workplace Health and Safety Regulations are adhered to.

Audio Visual

- The club provides in house audio visual equipment and the services of a technician for reasonable rates. A quote will be provided according to your needs. Should you wish you to bring in an outside contractor a minimum fee of \$200 will be required to oversee set ups.

Delivery and Collection of Goods

- The Club will accept delivery of goods for conferences, exhibitions and events, no more than 3 working days prior to the event and must be collected within 2 working days at the conclusion of the event.

Outside Contractors

- Outside Contractors are required to liaise with the Functions Manager to ensure WH&S or other permissions are adhered to. Exhibition floor plans should be provided fourteen (14) days prior to the event
- Current insurance policy and certificate of currency to be provided.

Client Responsibilities

- General and normal cleaning is included in the cost of the room hire charge, but additional charges may be payable if the function has created cleaning needs above and beyond normal cleaning.
- The patron is responsible to conduct the function in an orderly manner. We reserve the right to intervene if a function's activities are considered illegal, noisy or offensive.
- The Functions Department will take all necessary care, but will not accept responsibility for damage or loss of any client's property in the function rooms before, during or after a function. Any breakages, loss or damage caused by the organiser to equipment or facilities will be charged to the client responsible for the function

Privacy

- Ballina RSL Club is committed to the privacy of your personal information such as your name, address, gender etc supplied by you in your interaction with the Club under the Privacy Act 1988 (Commonwealth and the Privacy Amendments Act 2012).

Payments

- An invoice will be generated on minimum catering numbers and payment is required prior to the event unless previous arrangements have been made. Final invoices will be issued on completion of the event.
- Outstanding balances are required to be paid within 7 days of the function.
- Payment can be made by cheque, credit card, or EFT.
- All prices quoted are GST Inclusive.
- Only one invoice will be issued per event.
- Sunday attracts a 15% surcharge on all costs.

Credit Card Payments

- The Ballina RSL Club reserves the right to apply a surcharge or current bank merchant fees on clients using American Express, Diners Club, Visa or Mastercard.

Ballina RSL Club, 1 Grant St Ballina. Email: functions@ballinarsl.com.au Phone (02) 6681 9500

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