



Functions & Events

Company Name:		Contact:	
Phone:		Email:	
Dates the room req:		Room Req: MAXINE / RESTAURANT / BEERGARDEN / ALFRESCO	
Start Time:		Finish Time:	
Number of People:		Method of Payment:	
Beverages:	* Continuous Tea & Coffee	<input type="checkbox"/>	\$6.00pp
	* Other: eg juice Soft drink	<input type="checkbox"/>	POA
Breakfast:	* a la carte	<input type="checkbox"/>	POA
Time:	* Cooked Breakfast - Buffet	<input type="checkbox"/>	\$34.00/pp
Morning Tea:	* Biscuits	<input type="checkbox"/>	\$4.50/pp
Time:	* Muffins/Cake	<input type="checkbox"/>	\$6.50/pp
	* Danish Pastries	<input type="checkbox"/>	\$8.00/pp
	* Seasonal Fruit Platter	<input type="checkbox"/>	\$12.00/pp
Lunch:	* Mixed Platter of Sandwiches	<input type="checkbox"/>	\$18.00 pp
Time:	* Platter of mixed Sandwiches and Fresh Fruit Platter	<input type="checkbox"/>	\$25.00 pp
	* Selection of Cold Meats, Salad, Bread, Cake and Platter of Fruit	<input type="checkbox"/>	\$30.00 pp
	* Selection of fresh wraps, baguettes and platter of fruit	<input type="checkbox"/>	\$25.00 pp
	* Selection of hot savouries	<input type="checkbox"/>	\$18.00 pp
	* 1 Course Hot Lunch (Menu supplied upon request)	<input type="checkbox"/>	POA
	* Pre order from current Menu	<input type="checkbox"/>	POA
Afternoon Tea:	* Biscuits	<input type="checkbox"/>	\$4.50/pp
Time:	* Muffins/Cake	<input type="checkbox"/>	\$6.50/pp
	* Danish Pastries	<input type="checkbox"/>	\$8.00/pp
	* Seasonal Fruit Platter	<input type="checkbox"/>	\$10.00/pp
Dinner:	* Three course Buffet Dinner	<input type="checkbox"/>	POA
	* Pre order from select menu	<input type="checkbox"/>	POA
			<i>*min 30 pax</i>
Room Layout:	Classroom <input type="checkbox"/>	U Shape <input type="checkbox"/>	Boardroom <input type="checkbox"/>
	Theatre <input type="checkbox"/>	Other <input type="checkbox"/>	Square <input type="checkbox"/>
Equipment:	<i>*all equipment is included in room hire fee</i>		
	Whiteboard <input type="checkbox"/>	TV Screen <input type="checkbox"/>	Microphone <input type="checkbox"/>
			Speakers <input type="checkbox"/>
Room Hire Cost:	* Per Day:	<input type="checkbox"/>	\$280.00
	* Per 1/2 day (4 hours or less):	<input type="checkbox"/>	\$185.00
	* Per Hour:	<input type="checkbox"/>	\$80.00

PLEASE NOTE: We do not provide takeaway containers for leftovers due to Health & Safety

277 Great Northern Highway, Fitzroy Crossing, Western Australia

Ph: 08 9191 5141 E-mail: reception@fitzroyriverlodge.com.au

Direct Debit: Fitzroy River Lodge BSB 016554 Acc: 430202155

In order to confirm your booking, we will require a valid credit card. This will not be charged until the function date other than for cancellation or administration fees.

Cancellation Policy: We require confirmation of numbers for events and catering 7 days prior to the event. Any cancellations made within 7 days prior to the event will be charged a cancellation fee.

The final numbers confirmed 7 days prior to the event cannot be reduced without incurring a fee.

It is strictly prohibited due to health and safety regulations bring in outside catering of any kind. There will be a "foodage" charge if this policy has not been adhered to.

Due to health and safety regulations, the takeaway of any catering is not allowed.

Please be advised that all accounts settled by credit card will attract a surcharge of 1.5%.

Fitzroy River Lodge reserves the right to refuse service in line with our RSA policy.

Access to reception is via steps OR a ramp. Should you be feeling unsteady on your feet, or require assistance in any way, please ask a nearby staff member.

If you require further information regarding your booking, please do not hesitate to contact us on (08)9191 5141

We look forward to welcoming your event to Fitzroy River Lodge.