



Killara Inn Hotel & Conference Centre

*Functions / Wedding
Package 2010*



Killara Inn Hotel Wedding Price List

Killara Inn Hotel and Conference Centre has a wide range of function packages ranging from Deluxe Weddings to small intimate cocktail parties. Our professional team at Killara Inn will take the worry out of your special day. We can organise everything from catering through to where you spend your first night together. All packages include floral arrangements on all tables, a complimentary Bridal Suite, and discounted accommodation for your guests.

Function Packages available at Killara Inn Hotel and Conference Centre

Parvati Wedding Package	-	\$75.00 per person
Aphrodite Lunch Wedding Package	-	\$59.00 per person
Killara Cocktail Party (Choice A)	-	\$20.00 per person
Killara Cocktail Party (Choice B)	-	\$25.00 per person

Traditional Killara Sunday Roast Buffet	-	\$45.00 per person
Killara Inn Deluxe Plated Lunch	-	\$22.00 per person
Killara Inn Deluxe Plated Dinner	-	\$25.00 per person

Minimum numbers do apply, subject to room availability



All prices subject to alteration.
All prices are inclusive of GST.

Parvati Wedding Package

\$75.00 per person

A four and a half hour Function
Private room & Dance Floor
Head waiter and Floor Staff
Hot & Cold Savouries & Champagne Cocktails served with Pre dinner Drinks
Four Course Alternate serve menu
Somerville 2006 Chardonnay, Somerville 2006 Cabernet Sauvignon &
Chilled Juices and Soft Drinks
Sparkling Wine for the Toast
Moet et Chandon for the Bridal Table
Tea, Coffee, Tawny Port & After Dinner Mints
Single Floral vase and candle per guest table
Disc Jockey
Killara Inn Chair covers and Satin Bows
Complimentary Bridal Suite including Breakfast

Discounted Accommodation for your Guests
Minimum number of 20 guests applies.

Menu selection

(Please select two from the following menu)

Appetiser

Killara Antipasto Platter per table

Entrees

Beef Carpaccio with Rocket and Cheese
Char-grilled Vegetables on Red Capsicum Coulis
Spinach, Ricotta and Herb Ravioli with Provencale Sauce (V)
Smoked Trout with Cucumber Vinaigrette

Mains

Roast Grain fed Beef with a Red Wine sauce
Herb Crusted Roast Rack of Lamb with Mint sauce
Lemon Chicken Breast on Herb Mash with Garlic and Lemon Sauce
Salmon with Shallots and Coriander Vinaigrette

Desserts

Crème Caramel with Fresh Cream
Caramelised Pears with Orange Butter Sauce
Black Forest Gateau with Raspberry Coulis

Seasonal Fruit Plate

Aphrodite Wedding Package

\$59.00 per person

A three and a half hour function
Private room and Dance Floor
Head waiter and Floor Staff
Crudités & Champagne Cocktails served with Pre dinner Drinks
Three course Alternate Serve menu
Lindemans Premier Semillon Chardonnay, Shiraz Cabernet & Chilled Juices and Soft Drinks
Tea, Coffee, Tawny Port & After Dinner Mints
Table Decoration for Head Table
Complimentary Killara Inn Hotel menu per table

Discounted Accommodation for your guests
Minimum number of 20 guests applies

Menu selections:

(Please select two items for 50/50 option from the following menu)

Entrée

Moroccan spiced Chicken with Rocket Salad
Traditional Killara Caesar Salad
Thai Beef Salad with Fried Noodle Cake

Mains

Char grilled Fillet Steak on a Bed of English Spinach
Oriental spiced Chicken with Asian Vegetables
Roast Salmon with Mediterranean Sauce

Desserts

Individual Tira Misu
Individual Fruit Flan with Passionfruit Coulis
Steamed Chocolate Pudding with Hot Chocolate Sauce

Killara Cocktail Party

Cocktail Party packages are available Monday to Sunday from 12pm to 9pm. The price includes: room hire, canapés and hot savouries, champagne cocktails, Lindemans Premier Selection Semillon Chardonnay and Shiraz Cabernet, Chilled Juices and soft drinks and non-alcoholic wines.

Cocktail Party Choice A (1 hour) \$20.00 per person

Choice of two Cold Canapés
Choice of four Hot Canapés

Cocktail Party Choice B (2 hour) \$25.00 per person

Vegetable Crudités with Dips
Choice of three Cold Canapés
Choice of five Hot Canapés

Cold Canapé Selection

Smoked Salmon, Mini Prawn Cocktail
Pumpnickel with Herb Cream Cheese
Smoked Salmon on Rye Rounds
Seasonal Fruit Kebabs
Tomato & Pineapple Salsa
Avocado & Tomato Tartlet

Hot Canapé Selection

Crumbed Whiting Fillets
Seafood in Puff Pastry
Chicken Satays in Peanut Sauce
Asian Cocktail Selection
Chicken Lollipop
Prawn Cutlets
Tempura Fish Cocktails with Tartare Sauce
Spicy Meat Balls
Capsicum Pikelets with Smoked Salmon

Killara Inn Sunday Roast Buffet

\$45.00 per person

Hot Dishes

Roast Turkey with Cranberry Sauce
Honey Glazed Leg Ham
Roast Pork with Apple Sauce
Roasted Root Vegetables (Potato, Pumpkin & Sweet Potato)
Steamed Vegetables (Carrots, Broccoli and Minted Peas)

Fresh Made Salad Selection

Garden Salad
Seafood Salad
Pasta Salad
Mixed Bean Salad

Dessert Selection

Individual Chocolate Mousse
Individual Mini Pavlovas with Passionfruit Coulis
Chef's selection of Assorted Cakes and Slices
Fruit Salad with Crème Fraiche
Australian Fruit & Cheese Platter
Hot Tea, Coffee and After Dinner Mints served with all menus

Discounted Accommodation for your guests
Minimum number of 20 guests applies



Killara Inn Hotel Plated Lunch & Dinner

Plated Lunch and Dinner includes Tea & Coffee Station, Chilled Juices and After Dinner Mints.

Deluxe Lunch 2 Course - \$25.00 per person

Mains

Spicy Tamarind Chicken on a Steamed Rice Cake with Baby Bok Choi

Roast Lamb Rump with Sweet Potato Puree accompanied with Steamed Asparagus & Rosemary Jus

Desserts

Crème Brulee with Shortbread Biscuit

Tira Misu with Mixed Berry Compote

Deluxe Dinner 2 Course - \$30.00 per person

Mains

Grilled Chicken Breast with Corriander & Chilli on a bed of Steamed Rice

Grilled Salmon with Nam Jim and Herb Salad

Desserts

Strawberry Mousse with Diced Fruits on top

Apple, Date and Orange Pie with Fresh Cream

Beverage Packages

Cupid Beverage Package - \$18.00 per person

Lindemans Premier Selection Semillon Chardonnay
Lindemans Premier Selection Shiraz Cabernet

Jacobs Creek Sparkling Pinot Noir

Soft Drinks (Coke, Lemonade, Lemon Squash, Diet Coke)
Orange, Tomato, Apple and Pineapple Juice

Venus Beverage Package - \$23.00 per person

Somerville Chardonnay
Somerville Cabernet Sauvignon

James Estate Grand Cuvee

Soft Drinks (Coke, Lemonade, Lemon Squash, Diet Coke)
Orange, Tomato, Apple and Pineapple Juice

Beer, Liqueurs and Spirits

Premium & Light Beers are \$5.50 each

Crown Lager
Victoria Bitter
Tooheys New
Tooheys Extra Dry
Hahn Premium Light
Cascade Premium Light

Imported Beers are \$6.50 each

Heineken
Becks
Kingfisher
Corona
Guinness

All Spirits, Beers & Liqueurs are available at Arvi's Restaurant & Cocktail Bar.

Killara Inn Hotel & Conference Centre observes the Responsible Service of Alcohol and Liquor Law; in NSW.

Other Considerations

Accommodation Rates:

Deluxe Rooms	\$125.00 per room per night
Executive Rooms	\$135.00 per room per night
Deluxe Family Rooms	\$160.00 per room per night
The Apartment	\$200.00 per room per night

Room tariffs are based on Single or Twin share
Additional person is \$15.00 per person per night

Our rooms feature ensuite bathroom, individually controlled air conditioning, direct dial phone, High Speed Broadband Internet, TV with 8 Foxtel Channels, minibar, coffee and tea making facilities and iron with full sized ironing board.

The Hotel facilities include restaurant, bar and room service, swimming pool, sauna, gymnasium, laundry and four Function rooms.

Prices are current as at 1st July 2008.

All rates are inclusive of 10% GST.

Prices may be subject to alteration without notice.

Room Hire Charges:

Regency Room (up to 100 people Banquet Style)	\$400
Killara Room (up to 30 people Banquet Style)	\$275
Boardroom (up to 20 people Banquet Style)	\$200
The Study (up to 15 people Banquet Style)	\$100

Booking Confirmation

Your reservation is considered confirmed on the receipt of a Deposit and a copy of these *Terms and Conditions* properly signed. A deposit of 20% is required within 21 days of the original reservation. If these are not received on time we reserve the right to cancel the booking to make the venue available to other clients.

Music

Killara Inn can organize a Disc Jockey and a Jukebox if required for \$300.00 When own music is supplied; an entertainment application form will be required to be completed and returned to Killara Inn Hotel. Please note: The use of tables, chairs or linen by musicians for the setting up of their equipment is strictly forbidden.

Noise Pollution: The music will need to be turned down after 10:30pm as a courtesy to the staying guests in the hotel.

Killara Inn Hotel Information & Facilities

Killara Inn Hotel and Conference Centre has a wide range of function packages ranging from intimate weddings to small cocktail parties. Our professional team at Killara Inn will take the worry out of your business requirements. We can organise everything from catering through to audio visual solutions for your function. All packages include room hire, complimentary tea and coffee on arrival, and discounted accommodation for your guests.

Location

14km from Sydney on the mid north shore
5km from North Ryde
4km from Chatswood
2km from Gordon and Pymble

10 minutes walk from Lindfield Railway Station
Free off street parking

Opening Hours

Check In Time: 2:00pm
Check out time: 11:00am

Hotel Opening Hours: 6:30am – 11:30pm (7 days a week)

Accommodation

We have 40 accommodation rooms, with individually controlled air conditioning, direct dial phones, high speed broadband internet, minibars, tea and coffee making facilities and full size ironing boards.

Facilities

4 Function Rooms (all with natural light)

Restaurant and Bar

On site Video Conferencing

Swimming Pool, Sauna and Gym

Function Terms & Conditions

Booking, Confirmation and Payment

To book a function please fill in the Killara Inn Hotel Function Form, upon receipt of this form (by fax or post, no email please) bookings will be held for 5 working days. Functions bookings are only then confirmed with the receipt of the complete deposit. The function deposit is non refundable. All function accounts are to be settled in full by the end of the function.

Decorations

Decorations may not be fixed with tape, glue or staples. All decorations left at the end of the function will be disposed of unless otherwise stated in writing.

Cancellations

Cancellations within 7 days prior to the function date may incur a fee of 100% of the initial deposit. Cancellations less than 21 days prior to the function date may incur a fee of 50% of the initial deposit. Cancellation notice should be made in writing.

Trading Hours

The Hotel opening times are 6:30am till 11:30pm 7 days a week. Please enquire in regards to any specific requests for extended function times. Please respect our neighbours by leaving the hotel quickly and quietly.

Licensing

Guests are required to adhere to all Hotel licensing laws and regulations. Minors (anyone under 18) are not allowed by law in some areas of the hotel and current restrictions apply with minors during the Function. Minors will be asked to leave the premises if these restrictions apply. Functions are not allowed to bring their own food or drinks into the Killara Inn Hotel. The Killara Inn Hotel practices the Responsible Service of Alcohol and requires that guests respect and adhere to the laws relating to intoxication and responsible behaviour.

Security

The Killara Inn Hotel will take all due care, but does not accept responsibility for any items brought into the Hotel by the client or their guests. It is the clients' responsibility to ensure the security of their equipment and their guest's possessions.

Confirmation of booking

Your reservation is considered confirmed on the receipt of a Deposit and a copy of these *Terms and Conditions* properly signed. A deposit of 20% is required within 21 days of the original reservation. If these are not received on time we reserve the right to cancel the booking to make the venue available to other clients.

Guaranteed numbers for the function

To ensure the success of your function, we require confirmation of final numbers 5 working days prior your function. This will be the number we charge you for.

Time Extensions: a labour surcharge of \$5 per guest per hour will payable for any function that continues beyond the agreed time.

Equipment Hire Charges: Charges may apply for special equipment or facilities provided for each function – please discuss costs and needs with staff.

Additional meals: for musicians, video people and photographers must be paid for and are provided at a reduced cost.

Delivery and pickup of Equipment: the venue must be advised of all deliveries and collections made on behalf of the client. Payment for deliveries of goods must be made by the client in advance. Assistance for moving in or out of equipment will only be possible if staff are available.

Responsibility:

1. The patron assumes responsibility for all damage caused by them or any of their guests, invitees or other people attending the function, whether in the function rooms or in another part of the venue.
2. 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.
3. The venue will take all necessary care but will not accept responsibility for damage or loss of any client's property in the venue before, during or after a function.
4. The patron is responsible to conduct the function in an orderly manner and in full compliance with the rules and House Policy of the venue management and all applicable laws. We reserve the right to intervene if a function's activities are considered illegal, noisy or offensive.
5. The venue reserves the right to refuse the service of alcohol to any guests it considers to be under age or intoxicated or behaving in an offensive manner.

Fire and Safety

1. Exit doors must be free of blockages, such as display stands and screens
2. Exit doors must not be locked, and exit signs must be clearly visible.
3. Highly flammable materials are not permitted
4. The use of open flames, heaters, lamps etc is not permitted

Damages

Any damages to the building or to the room will be charged according to management. Any posters and displays must not be attached to the wall except for blu tack. Pins must not be used in any circumstance. Any vandalism and property which belongs to Killara Inn Hotel must be charged according to management.

Payment

We accept cash, credit card or bank cheque. We do not provide credit. The contract signatory is liable to pay all money due under this Agreement. Full payment of the room hire and food bill and any beverage package cost is required 3 working days before the event. Any extra food and beverage consumed is required to be settled at the completion of the function.

Accommodation Conditions

All room keys are to be returned or left in room. Any damages to furniture or property in the rooms will be charged according to the company policy. Any outstanding charges remaining will be automatically debited to your account if not completed on checkout.

Displays and Presentations

Product Displays for your presentation is accepted by management. Whiteboards and Flip Charts are required to be cleaned before and after use. Wall Posters must be attached to the wall using Blue Tack. All cables must be taped down with duct tape to prevent trips and falls.

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Function and Security Conditions

Please complete and fax to Killara Inn Hotel & Conference Centre 2 weeks prior to function date (02) 9416 6347

You will appreciate that certain conditions apply regarding the use of Killara Inn Hotel & Conference Centre for product displays and similar functions. We regret having to enforce these conditions but feel sure that you will understand the necessity for them.

1. Insurance: All care will be taken with property stored in the hotel prior to or after the function. However, Killara Inn Hotel management will not accept any responsibility for theft or damage to guests property. Companies are advised to organize their own insurance.
2. Fixing to any part of the house is not permitted. All display stands etc. must be free standing. Please check with the manager on duty before ordering display items so that this requirement is upheld.
3. No nailing, painting, sawing, pinning or blue tac to walls, curtains or furniture.
4. All cartons and packing materials must be removed from the premises and surrounding property at the end of the conference unless other arrangements have been made with Killara Inn Hotel management. In the event of removal of goods and packing being delayed beyond the actual day, management reserves the right to make an additional charge for room usage. This will apply unless notification of late removal is given to the manager.
5. A public telephone is conveniently located in the main lobby of the hotel.
6. Heavy equipment is not allowed into the house or grounds unless it is supported by suitable equipment that will not damage floors or ground.
7. Organisers are financially responsible for any loss of or damage to the property (including grounds) of Killara Inn Hotel & Conference Centre, due to the setting up and taking down of equipment for exhibitions, functions, etc.
8. NO FIREWORKS OR PYROTECHNICS OF ANY KIND ARE ALLOWED ON KILLARA INN HOTEL & CONFERENCE CENTRE PROPERTY.

I, the undersigned, do fully agree that my company is held responsible for any damage caused to the property (including grounds) of Killara Inn Hotel & Conference Centre due to the setting up and taking down of equipment for trade display purposes or conferences.

Name

Email

Company

Phone

Address

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.....

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Function date

Room

Signature

Date



Function and Catering Agreement

I have read and accept the conditions stated in this Agreement and that my deposit is refundable based on the minimum bar spend and the safety of the hotel guests:

Date of Function: _____ Number of people: _____
Name of Party: _____
Authorised by: _____ Position: _____
Company / organisation: _____
Address: _____
Signature: _____ Date: _____
Name of Bride and Groom: _____

Lunch Yes / No Dinner Yes / No Cocktail Party Yes / No Buffet Yes / No

Additional Function / Catering Notes:

Accounts Information:

Deposit enclosed: \$ _____ ()M/Card ()Visa ()Amex ()Diners Club () Cheque () Cash
Cardholder's Name _____ Signature _____
Card No. _____ Expiry date ____ / ____
Name: _____
Signature _____

Hotel Contact Details:

Killara Inn Hotel & Conference Centre
480 Pacific Highway Killara NSW 2071
Phone: (02) 9416 1344 Fax: (02) 9416 6347
Email: info@killarainn.com.au Website: www.killarainn.com.au

Office Use Only:
Received and processed by _____ Checked by _____
Date: _____ Balance of payment due \$ _____ by: _____
Management Signature and Authority: _____ Initials: _____

Please fax this completed last page to Killara Inn Hotel (Attn: Functions) on (02) 9416 6347

NB: BOOKINGS ARE ONLY CONFIRMED ONCE DEPOSIT IS RECEIVED