



Yarraville Club & Koorringal Golf Club  
**CORPORATE  
FUNCTION PACK**



**TRAINING | MEETINGS | SEMINARS | EXPOS | EVENTS**

Pekish offer event catering in two unique venues in Melbourne's Inner West, both boasting free car parking and excellent corporate facilities. Our pekish function team can help plan your next seminar, meeting, training or corporate social event in more than 6 spacious function spaces across the 2 locations.

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# SIMPLE 4 STEP BOOKING PROCESS

From initial enquiry through to event conclusion, the pekish team pride themselves on personalised & professional service. Booking with us is simple.

## 1. CONTACT US TO BOOK

Email [functions@pekish.com.au](mailto:functions@pekish.com.au) or call our venues to discuss your event requirements with our function team. If the team are busy in events, please leave detailed voice message, or provide your requirements on an email and we will respond as soon as possible.

## 2. PAY ROOM HIRE & DISCUSS REQUIREMENTS

Once room hire is paid, your booking is secured

\* You may be required to provide c/card details for our security guarantee

Discuss food & beverage options, room set up, event running times & AV needs.

## 3. 7 DAYS PRIOR CONFIRM DETAILS & PRE-PAYMENT

Finalise food & beverage selections (confirming special dietary needs).

Provide final numbers, confirm floor plan & seating arrangements.

Secure equipment needs such as AV & entertainment.

Pre-pay catering invoice & any additional items.

\*Please note we will be unable to provide catering if this pre-payment is not received prior to event date.

## 4. TURN UP, RELAX AND ENJOY YOUR EVENT!



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# PEKISH PRIVATE ROOM HIRE

## Room Cost Inclusions

- Decorative features floral arrangements, linen & coloured table runners (optional)
- Room design, layout, complete set up, pack down and cleaning
- Water self-serve station or served on tables
- Welcome signs directing guests to your designated function space
- Self-serve tea and coffee station (optional Nespresso Pod Machine available)
- Use of available audio visual equipment (on request)

Function Space	Room Hire Cost Yarraville Club	Room Hire Cost Kooringal	Minimum Catering Spend (Thur-Sun)	Club Social Membership Discount *
Petite Function under 20pax	\$200	\$150	\$400	-\$50
Small Function 20 to 60pax	\$250	\$180	\$1,000	-\$100
Medium Function 60-100	\$450	\$350	\$2,000	-\$200
Large Function over 100	\$600	\$550	\$3,000	-\$250

**Available Equipment** – all items are subject to availability at the time of booking

Audio – microphone & stand  
(cordless subject to availability)

iPod dock or boom box

Projector & Screen

**\*own laptop required for presentations**

Flip Charts

**\*stationary kit w paper, pens etc. available for \$35**

Sound facility for presentation

Television Screen

Laser Pointer

Portable Petitions

DVD Player

Nb. Other items eg lapel microphones, large screens, AV technicians to be hired externally if required – additional charges apply



**Notepads, Mints & Pens Available from only \$3pp**

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# CORPORATE CATERING SELECTIONS

CONTINENTAL BREAKFAST \$15.<sup>90</sup>pp OR HOT BREAKFAST \$22.<sup>90</sup>pp  
SERVED TO A BUFFET TABLE OR PLATED INDIVIDUALLY (min 20 guests)

## **Pekish Continental Breakfast**

(price includes orange juice)

Toast & Condiments

GF AVAIL

Miniature Croissants w ham & cheese, cheese & tomato

Assorted Danishes

Seasonal Fruits<sup>GF</sup> & Yoghurt<sup>GF</sup>

## **Pekish Hot Breakfast**

(price includes orange juice)

items below can be substituted with continental selections

Toast & Condiments<sup>GF AVAIL</sup>

Grilled Bacon & Scrambled Eggs<sup>GF</sup>

Grilled Tomatoes<sup>VEG & GF</sup>

Hash Browns<sup>VEG</sup>

Grilled Mushrooms<sup>VEG & GF</sup>

Sautéed Spinach<sup>VEG & GF</sup>

MORNING TEA OR AFTERNOON TEA ONLY \$7.<sup>90</sup>pp

SERVED TO A BUFFET TABLE (min 20 guests)

## **Select 2 Per Session**

(Add \$1.50 Per Item for Additional Selections)

House Made Cookies<sup>GF AVAIL</sup>

Miniature Muffins

Warmed Banana Bread & Date Bread<sup>GF</sup>

Chefs Selection of Savoury Muffins

Assorted Danishes

Scones - Jam & Cream

Chef's Selection Cake Slices

Seasonal Fruits<sup>GF</sup>

\*Gourmet Assorted Miniature Petit Fours (Gf Chefs Selection)

\* Add \$1 pp This Option

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**HALF DAY PACKAGE**  
MORNING TEA & LUNCH **OR** LUNCH & AFTERNOON TEA \$22.<sup>90</sup>pp

**FULL DAY PACKAGE**  
MORNING TEA, LUNCH & AFTERNOON TEA \$29.<sup>90</sup>pp  
SERVED TO A BUFFET TABLE (min 20 guests)

**Select 4 Lunch Items**  
(Add \$1.50 Per Item for Additional Selections)

**Pekish Cold Selections**

Assorted Sandwiches INC VEG & GF AVAIL  
Assorted Wraps INC VEG & GF AVAIL  
Japanese Sushi Rolls & Sashimi INC VEG

**Pekish Hot Selections**

Assorted Pizza INC VEG & GF AVAIL  
Mini Quiches INC VEG  
Asian Selection: Spring Rolls, Samosas & Dim Sims INC VEG  
Gourmet Beef Pies  
Sausage Rolls  
Crispy Indian Spiced Potato Fritters VEGAN/GF

**Pekish Sweet Selections**

Miniature Muffins GF AVAIL  
Assorted Danishes  
Assorted Chef's Selection Cake Slices  
Seasonal Fruits GF  
\*Gourmet Assorted Miniature Petit Fours GF AVAIL  
\* Add \$1 Pp This Option

**SIT DOWN LUNCH FROM LIMITED MENU or PLOUGHMANS PLATE**  
ADD \$8pp to Above Package Prices

**Limited Menu Pre-Order**

Order taken from guests prior to event **OR** during morning tea  
Limited Menus include - Chicken Parma, Roast of the Day, Risotto, Pasta, Salads, Fish & Chips, Pie etc. provided on request

**Ploughman's Plate**

includes cold meats, chicken, 2 salad varieties, bread roll  
(veg and gluten free options available)

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# HOT & COLD BEVERAGE SELECTIONS

## Coffee Service Selections

### Option A Nespresso Pod Machine

Self-Serve Nespresso coffee machine with pods charged at \$2.50 each

### Option B A la Carte Coffees

Can be made to order for Corporate events

This must be pre-arranged to allow for barista service and can be run as a tab for payment or paid & ordered by guests individually

### Option C Self-Serve Assorted Teas & Instant Coffee

Unlimited & included with the Room Hire

## Alcoholic Beverages

Packages available for Corporate Events  
please discuss requirements with Function contact to arrange

## Assorted Soft Drink & Juice Packages

### Option A. One service \$4.<sup>90</sup> OR All Day \$7.<sup>90</sup><sub>pp</sub>

Ice cold urns & jugs served with orange juice, soda water & lemon squash

### Option B. One service \$6.<sup>90</sup> OR All Day \$9.<sup>90</sup><sub>pp</sub>

Miniature bottles of coke, coke zero, sparkling mineral, orange juice, pineapple juice, tomato juice

## Water Service

All events include water stations or tables set w glasses and iced water jugs  
Individual bottled waters are available on request at an additional \$1.<sup>50</sup><sub>pp</sub>

# PREFERRED SUPPLIER CONTACTS

For use of In-House PA System & Lighting  
contact Music Workshop Jamie 03 5221 5844 (Yarraville)  
Chair Covers and Décor 'Essential Napery' Michael 0418 388 121  
Newminster Function Design 9395 1768  
Balloon Hire 'The Party Shak' Jemma – 0403 272 139



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# TERMS & CONDITIONS

**Room Hire Fees** All function rooms attract a room hire fee and this is required to be paid to confirm all events. This can be accepted through cash, business cheque or EFT payments.

**Cancellations** Any events cancelled within 30 days of your function date will forfeit 100% of the room hire fee. For events cancelled with greater notice the refund of your room hire fee is at the discretion of the function manager.

**Final Numbers** are due no less than 5 days out from event.

**Final Payment** Catering costs and any additional costs such as security will be invoiced 7 days prior to your event and this must be paid 24 hours prior to your event. If permitted additional guests will be charged to your final account on the day.

ALL ACCOUNTS MUST BE PAID IN FULL AT THE CONCLUSION OF YOUR EVENT.

**Outside Catering** No BYO of food or beverages is allowed within either venue due to council regulations.

**Decorating** Personal decorations are permitted however no items are to be fixed to walls or surfaces with adhesive that may cause damage to paint. **Absolutely NO scatter decorations (confetti, sparkles, glitter etc.) are permitted** and if used at your event this will incur a \$150 cleaning charge, damage to facilities caused by guests will incur charges to cover repairs. Please consult with our functions team if you require earlier access to your room for decorating to ensure the space is available and readily set.

**RSA Guidelines** are enforced and practiced by all pekish and venue employees. Function guests can be refused entry or service at the discretion of any employee or Manager. Functions may also be ceased at the Venue Managers' discretion pending misrepresentation of an event or unruly behavior. Guests under 18 years of age will not be served alcohol under any circumstances, and any guests in question will be required to provide valid photo ID. No guests are permitted to bring any alcohol onto the premises as we are a fully licensed venue. This will result in the beverages being confiscated and the responsible guests being removed from the event.



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