

exeter

semaphore



The Exeter Hotel is a beautiful heritage listed building located less than a kilometre from the Semaphore beachfront. Group bookings & events are a specialty of the Exeter.




Exeter Hotel

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Welcome

To assist in planning your event, we have provided some suggestions you may need to consider to provide you & your guests the perfect night out!

- **CAKE** – Unfortunately we do not make cakes; however we would be more than happy to recommend some great places in our surrounding area. Cakes can be brought in on the afternoon of your event and can be stored in our fridge.
- **PRESENTS** – Would you like a present table? Presents can be left with us to be picked up the next day; however we do not accept any responsibility for loss or damage of any items.
- **DECORATIONS** – You may decide to BYO, if so when will they be delivered? We would be more than happy to organise decorations for you at a small fee. We suggest less is more as our venue is full of it's own character.
- **MUSIC** – you may use our in-house music or may prefer to organise a specific DJ at your own cost. DJ's are only allowed inside the hotel. Volume will be at the discretion of the Exeter.
- **TABLE PLAN** – How would you like your room set up? U shape or rectangle. Please let us know or discuss options with our staff.
- **TIMING** – It is a good idea to have an idea of how and when you would like your event to run. For example when you would like your platters brought to you? What time do you want entrée, main & dessert served?
- **SPEECHES** – When will you have them? Consider them after the main course or before dessert.



This event pack & ideas are only a guideline of what we can provide for your special event. Nothing is set in stone. If you have any special requests we will be more than happy to consider them.

Spaces

The Shed

The function room is our most versatile and our largest space. The room holds up to 50 people for a sit down dinner, or up to 100 people for a standing cocktail party. With an adjoining gazebo this area suitable for presentations; this area can be utilised for engagement parties, birthdays and bbq's.

Capacity

40 – 100 Cocktail

20 – 50 Lunch / Dinner

Room Hire – \$100



The Keg Room

The bar is the perfect place for casual drinks or a party. Unique fireplace coupled with original leadlight windows combine to create a fantastic atmosphere. This area provides the perfect space for social groups and your next function.

Capacity

40 – 80 Cocktail

40 – 80 Lunch / Dinner

Room Hire – \$250



**MINIMUM Spend for a Friday or Saturday night is \$1500*

What We Do

We are available for:

Parties
- Kids, Birthday, Christmas, Cocktail, Private
Wine Dinners
Social Drinks
Wedding / Engagements
Training Programs

Added Extras:

Microphone	30
Use of helium at per 50 balloons	35
- with prior notification	
Face Painter	120 p/h
Magician (1 ½ hours)	140
Pass the Parcel (per child)	2.50
Lolly Bags (per child)	1.50
DJ for 'Kids Disco'	TBC
DJ Booking Fee	150
DJ (CD or Vinyl minimum 4 hours)	85 p/hr
- Inside only	

The Exeter is licensed until 2am Monday to Saturday; Sunday Evenings Midnight.

Closing times are at management's discretion.

All minors (under 18yrs) must be off premise by 12am.

Cocktail Menu Options

- \$25 wedges with sweet chilli & sour cream
- \$30 trio of dips with toasted pita bread
- \$40 honey soy chicken wingettes
- \$35 spring rolls, samosas & dim sims with sweet soy & sweet chilli sauce
- \$35 pizza slices in supreme, meat & vegetarian varieties
- \$40 assorted mini gourmet quiches
- \$40 mini pies, pasties & sausage rolls with tomato sauce
- \$40 marinated chicken & beef skewers
- \$45 cheese platter with quince paste, crackers & fruit
- \$50 salt 'n' pepper squid & barramundi goujons with lemon mayonnaise
- \$55 grazing plate – cheeses, meats, breads, dips & condiments

Each platter to suit up to 10 people

Set Menu Options

Menu 1 - \$32 per person

entrée

soup

served with a crusty bread roll

salt & pepper squid salad

with an asian lime & chilli dressing

main

fish & chips

beer battered fillets served with chips, salad & tartare

graziers 250g rump

grilled medium served roast potatoes,
seasonal vegetables finished with a beef glaze

roast

with roast potato, seasonal vegetables, & gravy

dessert

chocolate mud cake

served with cream & ice-cream

citrus tart

with a berry coulis & fresh cream

Set Menu Options (cont)

Menu 2 - \$37.50 per person

entrée

satay chicken skewers

served on fragrant rice finished with a satay sauce

salt & pepper squid salad

with an asian lime & chilli dressing

main

chicken mediterranean salad

roast mediterranean vegetables on a bed of rocket
topped with a balsamic glaze served with toasted foccacia bread

baked barramundi

served on mashed potato with seasonal vegetables
finished with prawns & citrus glaze

graziers 250g scotch fillet

grilled medium served with mashed potato,
seasonal vegetables finished with an onion beef glaze

dessert

sticky date pudding

with butterscotch sauce, cream & ice-cream

bread & butter pudding

with custard & cream

Set Menu Options (cont)

Menu 3 - \$45 per person

entrée

soup

served with a crusty bread roll

satay chicken skewers

served on fragrant rice finished with satay sauce

salt & pepper squid salad

with an asian lime & chilli dressing

main

chicken breast

stuffed with brie, baby spinach & bacon with seasonal vegetables
topped with sundried tomato & hollandaise sauce

baked barramundi

served on potato mash with seasonal vegetables
topped with a prawns, asparagus & hollandaise sauce

graziers fillet mignon

served on mashed potato served with seasonal vegetables
finished with a creamy mushroom sauce

dessert

sticky date pudding

with butterscotch sauce, cream & ice-cream

cheesecake

with berry coulis & cream

fruit salad

seasonal fruit served with cream & ice-cream

Children's Party Options

- 1. Fun Platter \$18**
Fairy & Chocolate Bread
- 2. Healthy Options Platter \$25**
Fritz Bites
Celery Sticks
Carrot Fingers
Cheese Squares
Fruit Kebabs (Seasonal Fruit)
- 3. Kids Pastry Platter \$28**
Pies
Pasties
Sausage Rolls
- 4. Kids Party Platter \$30**
Fries
Dim Sims
Crumbed fish bites
Mini Franks & Sauce
Chicken Nuggets & Sauce
- 5. Kids Pizza Platter \$30**
Ham & Pineapple

Each child will receive:

- A Fizzy Drink
- A Helium Balloon

Other Games Available:

- Pin the Tail on the Donkey
- Pin the Horn on the Unicorn

Added Extras

Ice-cream Birthday Cake \$12
Lolly Bags (\$1.50 per child)
Pass the Parcel (\$2.50 per child)
Face Painter \$120 for 1.5 hours
Magician \$140 for 1.5 hours

Conditions

Up to the age of 10 years old
Must have at least 2 guardians / parents at parties
Bookings for minimum 10 children
Play area is open to other children in the venue



Terms & Conditions

CONFIRMATION

Confirmation of an event booking must be made with a deposit within 7 days of the original reservation. The Exeter Hotel will hold a tentative reservation for a maximum of one week, thereafter management reserves the right to cancel the booking and allocate the venue to another client if confirmation is not received.

DEPOSIT

Minimum \$250.00 deposits apply to all bookings.

Deposits are calculated and charged according to the room & food required for that event. 50% deposit 2 months prior to the event, all remaining payments are to be settled prior to, or on the day of the event unless by prior arrangement.

See our current 'Events Package' documentation for prices.

FINAL NUMBERS

Anticipated final numbers are requested 14 days prior to the event date. Final numbers are required 7 clear working days prior to your event. This final number will represent the minimum number of guests for which you will be charged.

MENU

Details must be finalised at least 14 days prior to the event so our chefs can assure the quality and availability of food. Special dietary requirements, e.g. gluten free, vegetarians etc. should also be communicated 14 days prior.

COMMENCEMENT AND VACATING VENUE

The Organiser agrees to begin the event and vacate the room at the scheduled times agreed upon.

COMPLIANCE

It is understood that the Organiser will conduct the event in an orderly manner in full compliance with the Exeter Hotel and all laws. The management reserves the right to exclude or eject any objectionable persons from the Exeter Hotel without liability.

SECURITY

Security for functions can be provided for \$50 per hour per guard. You will be required to have them for 4 hours & is to be paid for when you pay the deposit. The hotels decision will be final in the event of unruly or anti-social behaviour by guests.

Security is compulsory for any 21st celebration.

This ensures the safety and the responsible control of your function throughout the evening.

RESPONSIBILITY

Organisers are financially responsible for any damages / breakages sustained to the Exeter Hotel by the Organiser, organiser's guests, invitees or other persons attending the event. The Exeter Hotel will not accept any responsibility for the damage or loss of merchandise left prior to, during or after the event.

AUDIO VISUAL EQUIPMENT

Organisers are financially responsible for any damage / breakage of equipment owned by the Exeter Hotel or sub-hired by the Exeter Hotel on behalf of the Organisers.

DISPLAYS AND SIGNAGE

Nothing is to be nailed, screwed or adhered to any wall or other surface or part of the building unless previously arranged.

PAYMENT

One account only will be issued for the total cost of the function. Full payment is to be settled on the day/night of your function. All bank card, MasterCard, Visa and cash are accepted, all business cheques must be cleared 14 days before the function date. Please make cheques out to the Exeter Hotel.

CANCELLATION

In case of cancellation, the Exeter Hotel will refund 100% of your deposit up to 30 days prior to the event. Within 29 to 15 days prior to your event you will forfeit 50% of your deposit and within 14 days we will retain your deposit as compensation for lost business.

I / We the undersigned hereby agree to adhere to the booking conditions listed above at the Exeter Hotel

Name _____ Date _____
Address _____ Postcode _____
Signature _____ Phone _____

Deposit Paid _____ Paid by – Cash / Cheque / Credit Card