



CONFERENCE PACKAGE



11 HERITAGE DRIVE, WALLAROO // PH : 08 8823 2488

COOPERSALEHOUSE.COM.AU



Industrial styling, personal beer garden and audio visual technologies are combined to deliver a unique conferencing offering for Yorke Peninsula.

Private Function Facilities

Keg Room is private but is part of the Coopers Alehouse complex. The room is self-contained with our in house AV system and all the items you will require for your conference. Clever seating options for breakaway group activities are included.

Professional Staff

Our staff ensure the smooth running of your function and are onsite to meet your requirements.

Features included in hire

- ◆ 108 inch screen
- ◆ NEC HD projector with WiFi connection
- ◆ Cordless microphone
- ◆ Laser pointer
- ◆ Quality QSC speakers
- ◆ Private outdoor area
- ◆ High and low seating options
- ◆ Flip chart with butchers paper
- ◆ Whiteboard and markers
- ◆ Clipboards and paper
- ◆ Pens
- ◆ Mints

Function Options

Cocktail	Seats 120 people
U Shape	Seats 30 people
Board Room	Seats 42 people
Theatre	Seats 40 people

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food package

Keg Room at the Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

Name: Start time:

Date: Numbers attending:

Morning tea options @ \$7 per head per selection

- | | | |
|---|--------------------|-------|
| <input type="checkbox"/> Fresh baked croissant with
whipped butter and jam | (time) | (qty) |
| <input type="checkbox"/> Fresh baked croissant with ham and cheese | (time) | (qty) |
| <input type="checkbox"/> Assorted muffins | (time) | (qty) |
| <input type="checkbox"/> Chicken cheese and avocado toastie | (time) | (qty) |
| <input type="checkbox"/> Spinach and fetta puffs | (time) | (qty) |
| <input type="checkbox"/> Pumpkin scones with apricot jam | (time) | (qty) |
| Seasonal fresh fruits platter | (time) | (qty) |

Afternoon tea options @ \$7 per head per selection

- | | | |
|---|--------------------|-------|
| <input type="checkbox"/> Flourless chocolate brownie | (time) | (qty) |
| <input type="checkbox"/> Lemonade scones with double cream
and raspberry compote | (time) | (qty) |
| <input type="checkbox"/> Assorted muffins | (time) | (qty) |
| <input type="checkbox"/> Seasonal fresh fruit platter | (time) | (qty) |

Gourmet rolls @ \$16 per head

A selection of Gourmet rolls with fillings:

- | | | |
|--|--------------------|-------|
| <input type="checkbox"/> Ham, cheese and tomato | (time) | (qty) |
| <input type="checkbox"/> Corned beef, tomato chutney, cheese
and baby spinach | (time) | (qty) |
| <input type="checkbox"/> Roast beef, rocket, horse radish
and beetroot relish | (time) | (qty) |
| <input type="checkbox"/> Coal roast capsicum, semi dried tomato paste,
onion jam and leaves | (time) | (qty) |
| <input type="checkbox"/> Poached chicken, slaw and sriracha mayo | (time) | (qty) |

Continued on the next page...

INITIAL
BELOW

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food package & event plan

Keg Room at the Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

Hot lunch options @ \$24 per head per selection

- | | | |
|--|--------------------|-------|
| <input type="checkbox"/> Butter chicken with rice | (time) | (qty) |
| <input type="checkbox"/> Vegetable curry with rice | (time) | (qty) |
| <input type="checkbox"/> Chicken and bacon creamy pasta | (time) | (qty) |
| <input type="checkbox"/> Braised beef with baby potatoes | (time) | (qty) |

Salads - Choice of 2 @ \$23 per head

- | | | |
|--|--------------------|-------|
| <input type="checkbox"/> Slow roast lamb with cous cous,
baby spinach and fetta | (time) | (qty) |
| <input type="checkbox"/> Beetroot, parmesan, macadamia nuts
and rocket | (time) | (qty) |
| <input type="checkbox"/> Cajun chicken, haloumi, rocket
and sticky balsamic | (time) | (qty) |
| <input type="checkbox"/> Lemon and mustard roasted vegetables
with fresh herbs | (time) | (qty) |

AV options

- | | |
|---|--|
| <input type="checkbox"/> Projector and screen | <input type="checkbox"/> Powerpoint remote |
| <input type="checkbox"/> WiFi | <input type="checkbox"/> Clipboards and pens |
| <input type="checkbox"/> Cordless microphone | <input type="checkbox"/> Whiteboard |
| <input type="checkbox"/> Flip chart | <input type="checkbox"/> Whiteboard markers |

Seating style

- | | | | |
|------------------------------------|----------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Boardroom | <input type="checkbox"/> U-shape | <input type="checkbox"/> Theatre | <input type="checkbox"/> Cocktail |
|------------------------------------|----------------------------------|----------------------------------|-----------------------------------|

INITIAL
BELOW

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room hire

Keg Room at the Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

Standard hire

- ☐ Monday-Friday 9am-5pm \$200
- ☐ Monday-Friday 6pm-11pm \$200
- ☐ Extra 1 hour \$100

Start time

Finish time

Special notes

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Total cost

Signature: Date:

Function Coordinator: Date:

INITIAL
BELOW

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Event Plan



The Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

Name _____

Food start time _____

Date _____

Number attending _____

Teir 1

Choose four options for \$10 per person, five options for \$12 per person, six options for \$14 per person

- ☐ Vegetable Spring Rolls _____ (qty)
- ☐ Mini Beef Pies _____ (qty)
- ☐ Mini Sausage Rolls _____ (qty)
- ☐ Mini Pasties _____ (qty)
- ☐ Bruschetta _____ (qty)
- ☐ Mini Quiches _____ (qty)

Teir 2

Choose four options for \$14 per person, five options for \$16 per person, six options for \$18 per person

- ☐ Basil and parmesan arancini _____ (qty)
- ☐ Salt and pepper squid _____ (qty)
- ☐ Chorizo Villi dog _____ (qty)
with grilled onion and ketchup
- ☐ Crumbed eggplant skewers _____ (qty)
with smoked chilli mayo
- ☐ Crispy chicken & avocado sushi _____ (qty)
- ☐ Smoked salmon _____ (qty)
and pickled cucumber sushi
- ☐ Pulled pork slider with slaw _____ (qty)
- ☐ Beef burger slider _____ (qty)
with cheese and chutney
- ☐ Chicken skewer _____ (qty)
with homemade sweet chilli
- ☐ Beef skewer with satay sauce _____ (qty)

* Vegetarian Options are available Please Ask our function coordinator

Single Platter Menu

- ☐ Asian street food _____ (qty)
Dim sims, spring rolls, samosas, money bags and salt and pepper squid
- ☐ Aussie favourites _____ (qty)
Pies, pasties, sausage rolls, salt and pepper squid and wedges
- ☐ Wedges with sweet chilli _____ (qty)
and sour cream
- ☐ Chips with Garlic Mayo _____ (qty)

BBQ Packages

- ☐ **Package 1**
Gourmet Chorizo with Fried Onions
Cajun Chicken & Vegetable Stick (GF)
Scotch Fillet Steak with Housemade BBQ Sauce
Roasted Chats & Sweet Potatoes with Smoked chilli sea salt (GF)
Slaw
Artisan Bread Rolls
- ☐ **Package 2**
Greek Lamb Sausage with Fried Onion
Dry Rubbed Minute Porterhouse Steak with Smokey BBQ Sauce
Chipotle Chicken and Halloumi stick
Oregano & Lemon Chicken Tenderloin (GF)
Loin Lamb chops with Tomato jam
Duck Fat Chats
Slaw
Artisan Bread Rolls

Terms & Conditions



The Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

Our function rooms offer beautiful facilities and professional, friendly service. To ensure your utmost satisfaction, we ask that you kindly adhere to the following Terms and Conditions which have been prepared to assist you in planning a successful event.

Booking and payment

To confirm your function you will need to have met with our Function Coordinator, conducted a complete inspection of our facilities and have approved the proposal prepared for you by our Function Coordinator. You will then receive our written confirmation outlining all details of your event. A deposit invoice will accompany this advice. In order to ACTION your CONFIRMATION you must:

- Pay a deposit of \$200. Pay your deposit to the Coopers Alehouse Wallaroo and return a completed and signed copy of these T&Cs. Should the required deposit and signed terms and conditions not be received within 10 (ten) working days we reserve the right to re-allocate the use of the function room at our discretion.

Payment terms

- Payments can be made by Credit Card where a 15% credit card surcharge will apply and by Cheque made payable to Coopers Alehouse Wallaroo. Your final estimated event charge must be received by the Coopers Alehouse Wallaroo 10 (ten) working days prior to your event any amount over the pre-paid total event charge must be paid prior to your departure on the night of your event.

Final numbers

Final catering must be given TEN (10) working days prior to your event. Your numbers given at this time will be considered final and you will therefore be deemed responsible to pay the full amount that you have confirmed.

Pricing and GST

Quoted prices are subject to change outside of 12 months prior to event. All rates are given in \$AUD and are inclusive of Goods and Services Tax.

no BYO

No BYO food or beverage is permitted to be brought into the Coopers Alehouse Wallaroo for consumption at your event.

Labour charges

General cleaning is included in your room hire. Additional cleaning charges MAY be incurred where an event has created cleaning requirements to be over and above normal general cleaning.

Function times

Function MUST be concluded by midnight, after which time you will be charged \$300 per hour or part thereof for every hour after midnight.

Minimum Spends

Our function rooms offer no room hire and minimum spends to be met. In cases where the minimum spend is not met the difference or remainder may be charged or a room hire fee can be added.

Function cancellations

All initial deposits are non-refundable. The following cancellation fees will also apply if your event is cancelled within these times:

- Less than 30 days notice – your initial deposit will be forfeited and any progress payments made.
- Less than 10 working days notice – you will be liable for all costs confirmed for your function and no refunds will be given.
- All cancellation notices must be given in writing to functions@coopersalehouse.com.au

Function details

The following requirements pertain to decorations, exhibits, music, signage etc. to be used at your event:

- Please advise ten (10) working days prior to your event details of your room decoration and requirements. Attaching anything by nails, screws or adhesive in any way to any wall, door or other part of the Coopers Alehouse Wallaroo is strictly prohibited.
- The use of smoke machines, special effects and/or pyrotechnics is prohibited. Should the Fire Brigade respond to an alarm, which has been set off by an unauthorized use of smoke machines, special balloon effects and/or pyrotechnics, you will be liable for any charges incurred by us.
- All deliveries to the Coopers Alehouse Wallaroo must be advised to us before delivery and must be delivered to the Coopers Alehouse Wallaroo booked and marked with the name and date of your event.
- All music is to be supplied by Function Organizer. Volume level will be controlled by staff

Damage

The client shall pay for any damage sustained to the Function Room or the Coopers Alehouse Wallaroo caused by the client or the client's guests, agents or any persons associated with the event in rooms allocated to the event or any other area of the Coopers Alehouse Wallaroo. The hotel, agents and/or staff are not liable for injury, damage or loss of any nature and however caused (whether as a result of negligence or not) suffered by the client or any persons associated with the event, whether before, during or after the event and the client shall indemnify and keep indemnified the Hotel against any cost, claims or demand in respect of such injury, damage or loss.

Terms & Conditions



The Coopers Alehouse

11 Heritage Drive Wallaroo 8823 2488

Conduct of your function

Unless otherwise agreed by the Coopers Alehouse Wallaroo your event must finish at the time specified in your event plan and no later than midnight unless negotiated with your function coordinator. Your event must be conducted in an orderly and lawful manner. The Coopers Alehouse reserves the right to end your event if we believe the event is not being conducted in an orderly and lawful manner. We hold no responsibility for costs, damages or expenses that you may incur in relation to our decision to terminate your event. The Coopers Alehouse may remove or deny entry to anybody being disruptive or acting in a disorderly manner. You are not permitted to exceed noise levels, which, in the opinion the Coopers Alehouse may disturb other guests of the Coopers Alehouse Wallaroo or disrupt the normal operations of the Coopers Alehouse Wallaroo. You must ensure your guests and other invitees at your event do not breach any statutes, by-laws, or regulations including the Coopers Alehouse Wallaroo's liquor license and fire regulations.

Liquor licensing Act

Management and staff will abide by all conditions set down in the Liquor Licensing Act.

Circumstances beyond our control

If The Coopers Alehouse Wallaroo is unable to provide the facilities or any other arrangements for your event or any part of it or cannot otherwise perform the terms of the agenda due to circumstances beyond our control, the Coopers Alehouse Wallaroo is not responsible for any costs, damages or expenses you may incur.

When booking outside function spaces please be aware of weather conditions as the coopers alehouse may not always be able to provide another private area due to inclement weather affecting your event.

No responsibility

The Coopers Alehouse is NOT responsible for:

- Theft, damage or loss of any goods brought into the Coopers Alehouse Wallaroo or any introduction of food to the event and the effect of it afterwards.
- Theft, damage or loss of any goods that may occur within the car park.

Indemnity

You are responsible for and must indemnify the Coopers Alehouse for:

- Loss or damage to the Function Room or the Coopers Alehouse Wallaroo arising out of your use, or any person attending the event.
- Any claims for loss, injury, death or damage of any kind arising from your use, or any persons attending the event, which is caused or contributed to by your negligence or that of persons attending the event.

Agency

Unless otherwise agreed, the party which signs these terms and conditions will be the party responsible for the payment of the event charge. Certain functions may require specific guidelines that are not contained above. Whilst every attempt has been made to cover these, your Function Coordinator will highlight additional concerns. Please read these terms and conditions carefully. If you do not understand any of the terms or have any questions, please discuss them with our Function Coordinator or General Manager. If you have read and understood the event terms and conditions set out above and accept them, please sign below. In signing these terms they are binding upon you. The function rooms are part of Coopers Alehouse complex.

Booking Confirmation Form



The Coopers Alehouse
11 Heritage Drive Wallaroo 8823 2488

By signing the booking confirmation you accept and agree to all terms and conditions outlined on previous pages. Please note that due to our responsible service of alcohol policy ALL guests must be catered for.

Event Name: _____

Event Date: / /

Name of Organiser: _____

Address: _____

Phone Number: _____

Email: _____

Function Room or Area: _____

Type of Function: Cocktail / Sit down / Other _____

Starting Time: _____

Finishing Time: _____

No. of Guests: _____

Minimum Spend: \$ _____

■ DEPOSIT REQUIRED

METHOD OF PAYMENT: CASH / CARD / BANK TRANSFER

CREDIT CARD PAYMENTS ARE WELCOME OVER THE PHONE IF PREFERRED

Card Type: _____

Card Number: _____

Expiry Date: _____

CCV Number: _____

Name on card: _____

Amount: _____

I am the authorized owner of this credit card and i authorise Coopers Alehouse management to process payment of the above amount from my credit / debit card.

I hereby agree with terms & conditions of the Coopers Alehouse.

Signed: _____

Date: / /

Print Name: _____

Signed Function Coordinator: _____