



Ambrose Estate

WEDDINGS | FUNCTIONS | EVENTS



Function & Seminar  
Packages





## *Ambrose Estate*

Located only 9km from the CBD on Wembley Golf Course's 300 acres of parkland, Ambrose Estate is an ideal venue if you are looking to impress your guests. We offer a range of function spaces and cater for all styles of functions from seminars, breakfasts, lunches, sit down dinners, cocktail parties and more. Our team at Ambrose Estate understands the importance of your event and your dedicated coordinator works closely with you to accommodate all your needs. With industry expertise and utmost attention to detail, we will ensure everything is taken care of for you

## *Venue Spaces*

### **Ambrose Room**

Ambrose Room is the heart of the new complex, featuring a stylish interior and bright, contemporary design. It opens up to a magnificent timber balcony where guests can enjoy breathtaking views of the surrounding lush green lawns, picturesque lakes with fountains and natural bushland.

Ambrose Room has a capacity of up to 230 seated and 400 cocktail style and can be divided for more intimate events, becoming Ambrose 1 and Ambrose 2. The room comes with oval tables and chairs and is fitted with premium AV equipment, including data projectors, built-in screens & audio facilities which are available to hire.

Mon -Thur / Fri-Sun

Full Room \$750 / \$1500

Ambrose 1 \$600 / \$1000

Ambrose 2 \$400 / \$450

Exclusive use of the venue requires booking the full room.



## Swingview Room

Located on the top floor of the driving range, Swingview Room features ceiling-to-floor windows and is filled with natural light. It opens up to a private balcony where guests can enjoy uninterrupted views of the surrounding greenery and picturesque lakes with fountains. It also offers magnificent views of Perth City skyline.

Swingview Room is ideal for cocktail parties and smaller meetings and seminars. It can accommodate 100 guests cocktail style and up to 50 seated. A minimum spend of \$2000 on food and beverage + venue hire fee for all weekend events.

Full Room \$450

To make your event more interactive, book some driving range bays so your guests can have a leisurely hit over lunch or dinner or during a seminar break.

5 bays for 1 hour with unlimited balls \$300 - can be arranged through the Wembley Golf Course



## Pavilion

Our open air Pavilion is a central feature of the Miniature Golf Course's landscaped gardens and is the ideal place to enjoy drinks and canapés amongst the lush greenery and water features. Please note no glass is allowed in the pavillion.

Licencing and staffing costs apply. Please contact our function coordinator for a detailed quote.



*\*High heels are not permitted on the mini golf course  
A minimum of 28 days is required for events that require alcohol service.*



# Plated Menu Options



## Menu One

Baked rolls to start  
Set entrée OR set dessert  
Set main course  
Brewed tea and coffee

\$65 per person

## Menu Two

Baked rolls to start  
Set entrée  
Set or alternate main course  
Set dessert  
Brewed tea and coffee

\$75 per person

## Menu Three

Chef's canapes on arrival  
Baked rolls to start  
Set entrée  
Choice of two main courses  
Set dessert  
Brewed tea and coffee

\$90 per person

Please make your choice of entree, main and dessert items from the following menu

## Entrees

Chicken, bacon and red wine ravioli, truffle cream sauce  
Saffron 5 cheese ravioli, tarragon butter sauce, rocket  
Confit salmon, shaved fennel, preserved lemon, salsa verde  
Tempura prawns, pumpkin gnocchi, beurre tomato  
½ Peppered duck breast, peach, beetroot and mandarin  
Smoked salmon, soft salsa, horseradish cream, ginger oil  
Amelia Park lamb backstrap, pickled carrot, beetroot and goats curd macaron

## Mains

\* served with chef's choice of seasonal salad  
12 hr slow cooked Amelia Park lamb shoulder, lamb dauphine, babaganoush, tabbouleh mint  
Pistachio crusted pork loin, Paris mash and maple roasted baby carrots with beetroot and ginger tahini sauce  
Gold band snapper, beetroot risotto, asparagus, dill and tarragon cream sauce  
Lemon and thyme roasted chicken breast, potato dauphinoise, coq au vin sauce  
Stirling Ranges beef, fillet and cheek, beetroot puree, pomme william, broccolini

## Desserts

Sticky date pudding, butterscotch, vanilla ice cream, brandy snap  
Chocolate mud cake, ganache, mille feuille crunch and vanilla bean ice cream  
Honey and buttermilk panna cotta, honeycomb and strawberries  
Strawberry mille feuille, layers of strawberry mousse, strawberries and filo crunch  
Vanilla bean meringue, white choc mousse, summer fruits, passionfruit coulis

# Buffet Menu Options

## Buffet Menu One

Fresh baked rolls

### Hot Buffet Items

Sliced roast (pre-select one)  
Slow roasted South West beef  
Succulent roast pork leg  
Glazed champagne ham  
Served with an assortment of mustards, sauces, dressings and relishes

### Main dish (pre-select one)

Honey soy garlic chicken stir fry  
Lightly spiced chicken korma and rice  
Spinach and ricotta tortellini

Golden roast baby potatoes  
Medley of seasonal vegetables

### Cold Buffet Items

Selection of market salads

### Desserts

Fresh selection of buffet cakes  
Lightly whipped vanilla cream

\$60 per person

## Buffet Menu Two

Fresh baked rolls

### Hot Buffet Items

Sliced roast (pre-select two)  
Slow roasted South West beef  
Succulent roast pork leg  
Glazed champagne ham  
Served with an assortment of mustards, sauces, dressings and relishes

### Main dish (pre-select two)

Honey soy garlic chicken stir fry  
Lightly spiced chicken korma and rice  
Spinach and ricotta tortellini

Golden roast baby potatoes  
Medley of seasonal vegetables

### Cold Buffet Items

Local cooked tiger prawns, chilli and coriander  
mussels with lemon  
Market garden salad of assorted greens  
Classic caesar salad  
Roast pear, rocket, parmesan, candied walnuts  
Assortment of continental meats, pickled  
vegetables and olives

### Desserts

Cheese board with dried fruit, nuts and crackers  
Selection of cakes and petite desserts  
Fresh seasonal fruit  
Lightly whipped vanilla cream

\$90 per person

\*\*Minimum numbers of 24 adults apply for all buffet menus

# Cocktail Events

## Canape Menu

### Standard Canapes

Cocktail sushi, soy sauce

Mini assorted quiches

Wild mushroom tartlet

Crostini with burrata, cherry tomato, basil pesto

Chorizo, olive & cherry tomato tartlet

### Premium Canapes

Beetroot, goats curd and honeycombe en croute

Stirling ranges beef and bacon, bernaise sauce

Mini beef wellingtons

Cranberry, goats cheese and red onion marmelade balls

Poached salmon, crème fraiche and capers on crouton

Tempura prawns, wasabi aioli

Slow cooked lamb arancini, pea puree

Pork belly bites, pineapple salsa

Pork crackle with steak tartare

Rabbit croquettes, sauce grabeche

Honey sesame chicken skewers

Slow cooked duck, pickles and aioli

Herb crusted snapper, chunky tartare

Assorted mini rice paper rolls

### Substantial Items

Pulled pork slider, apple slaw

Beer battered fish & chips, homemade tartare sauce

Pork bao bun

Seared salmon, asparagus salad, salsa verde

Mushroom risotto, herb pangrattato, balsamic glaze





## Canape Prices & Packages

Standard canape items - \$4.5 per person per item

Premium canape items - \$8.5 per person per item

Substantial items - \$10.5 per per person per item

Duration of Event	Minimum Number of Items	Minimum Spend*
1 Hour	5 Canapes	\$22.50 pp
2 Hours	5 Canapes + 1 Substantial Item	\$33 pp
3 Hours	5 Canapes + 2 Substantial Items	\$43.5 pp
4 + Hours	6 Canapes + 3 Substantial Items	\$58.5 pp

\*Please note that these prices are based on selections from the standard canapé list only, mixed selections or selections solely from the premium list will be quoted individually.



Please contact our dedicated Functions Coordinator for a personalised quote and detailed information. Our team is always happy to customise our packages and make your day unique.

## Breakfast Packages

### Continental Buffet Breakfast

Assorted cereals

Ham & cheese croissants

Mini Danish pastries

Yoghurt assortment

Sliced seasonal fruit

Fresh orange juice

Freshly brewed tea and coffee station

\$29 pp

### Full Buffet Breakfast

Assorted cereals

Sliced seasonal fruit

English muffins

Scrambled eggs

Crispy grilled bacon

Breakfast sausages

Tomato, mushroom & spinach ragout

Hash browns

Baked beans

Fresh orange juice

Freshly brewed tea and coffee station

\$38 pp

### Plated Breakfast

Pre - set on the tables:

Warm croissants with butter and jam

Sliced seasonal fruit

Fresh orange juice

Freshly brewed tea and coffee - served to the table on request

Hot breakfast option (pre-select one)

Scrambled eggs, grilled bacon, hash brown, grilled tomato

Poached eggs, hash brown, ham, spinach, hollandaise sauce

Poached eggs, hash brown, grilled bacon, sausage, grilled tomato

Smashed avocado on toast, spinach, feta, grilled tomato

\$33 pp

*\* scrambled eggs replace poached eggs when there is more than 50 guests*





# Seminar Packages

## Seminar Package 1

Freshly brewed tea and coffee available on arrival and throughout the event

### Morning Tea

Assorted sweet muffins

OR

Scones with jam and whipped cream

### Lunch

Assorted sandwiches

Selection of healthy wraps

Gourmet Chef's salad

Sliced seasonal fruit

Selection of juices and soft drinks

### Afternoon Tea

Assorted cookies

\$40 pp

## Seminar Package 2

Freshly brewed tea and coffee available on arrival and throughout the event

### Morning Tea

Choose 1 item from the morning & afternoon tea menu

### Lunch

Chicken korma and rice

OR

Spinach & ricotta tortellini

Served with gourmet chef's salad

Selection of juice and soft drink

### Afternoon Tea

Choose 1 item from the morning & afternoon tea menu

\$48 pp

## Seminar Package 3

Freshly brewed tea and coffee available on arrival and throughout the event

### Morning Tea

Choose 1 item from the morning & afternoon tea menu

### Lunch

Carvery of beef, served with fresh rolls, red wine jus, condiments, coleslaw, potato salad & garden salad

Selection of juice and soft drink

### Afternoon Tea

Choose 1 item from the morning & afternoon tea menu

\$58 pp

## Morning & Afternoon Tea Menu

Sliced seasonal fruit

Scones with jam and whipped cream

Assorted sweet muffins

Dark chocolate brownies

Selection of mini Danish pastries

Assorted cookies

Sausage rolls with dipping sauce

Assorted quiches

Ham & cheese croissants

Gourmet mini pies

\* add any of these items to your package for \$5.50 pp

## Package Upgrades / Additions

**Barista coffee machine** (Ambrose room)  
coffee charged at \$4.60 each

\$200 for hire of machine

### Grazing table

Fresh quality seasonal produce, sliced meats, mouth watering fruits, cheeses and assorted accompaniments

- Small - suitable for up to 20 people
- Large- suitable for 50 - 80 people

\$195  
\$500

### Platters & Boards

- Seasonal fresh fruit platter - suitable for 8 people
- Bread and three dips - suitable for 8 people
- Sorbet cleanser
- Large cheese board - suitable for 15 people, selection of three cheeses, fruits, nuts, crackers and quince
- Dessert platters - suitable for 25 people with a selection of delicious petite fours

\$20 per platter  
\$10.00 per table  
\$5 per person  
\$195 or \$10 per person  
\$200 (25 pax)

### Additions

- Additional alternate drop entree
- Additional alternate drop main course
- Additional alternate drop dessert
- Additional choice main course
- Additional choice dessert

\$10 per person  
\$15 per person  
\$10 per person  
\$25 per person  
\$15 per person

\*Limited availability for the swing view room, please speak to your coordinator





# Ambrose Room Beverage Packages

## Package One

House White  
House Red  
House Sparkling  
3 Tap beers  
Assorted soft drinks

Three hours \$37 pp  
Four hours \$42 pp  
Five hours \$47 pp

## Package Two

Mr Mick Gela Cuvee Brut NV  
Skuttlebutt SBS  
Skuttlebutt Cab Sav  
Mr Mick Rose  
3 Tap beers  
Assorted soft drinks

Three hours \$51 pp  
Four hours \$57 pp  
Five hours \$63 pp



## Package Three

Oyster Bay Sparkling Cuvee Brut  
Xanadu DJL Chardonnay  
Xanadu DJL Cabernet Sauvignon  
3 Tap beers  
Assorted soft drinks

Three hours \$53 pp  
Four hours \$60 pp  
Five hours \$66 pp



## *Ambrose Room Beverage List*

<b>Sparkling Wine</b>	Glass	Bottle
Studio Series Sparkling Chardonnay Pinot Noir NV	\$6.5	\$25
Mr Mick Gela Cuvee Brut	\$8.5	\$38
San Martino Prosecco	\$9.5	\$42
Oyster Bay Cuvee Brut	\$10	\$45
Chandon Brut		\$70

### **White Wine**

Studio Series Semillon Sauvignon Blanc	\$6.5	\$25
Angove Long Row Riesling	\$8	\$34
Little Yering Chardonnay	\$8.5	\$42
Skuttlebutt SBS	\$9	\$40
Tim Adams Pinot Gris	\$9.5	\$45

### **Red Wine**

Studio Series Shiraz	\$6.5	\$25
Mr Mick Cabernet Merlot	\$8.5	\$38
Skuttlebutt Cabernet Sauvignon	\$9	\$42
Little Yering Pinot Noir	\$9	\$45

### **Rose**

Mr Mick Rose	\$8.5	\$38
--------------	-------	------

### **Bottled Beers**

Corona	\$10
Peroni	\$9
Peroni Leggera	\$7
James Boags Premium Light	\$6.5
Heineken Zero/Heineken	\$10

### **Tap Beers**

Please speak to your event coordinator about our tap beer selection.





## *Swingview Room Beverage Packages*

### **Package One**

House White

House Red

House Sparkling

3 Bottled Beers:

Hahn Super Dry, Hahn 3.5, James

Boags Light

Assorted soft drinks

Three hours \$42 pp

Four hours \$47 pp

Five hours \$52 pp

### **Package Two**

Mr Mick Gela Cuvee Brut NV

Skuttlebutt SBS

Skuttlebutt Cabernet Sauvignon

3 Bottled Beers:

Hahn Super Dry, Peroni Leggara, Corona

Assorted soft drinks

Three hours \$55 pp

Four hours \$61 pp

Five hours \$67 pp





## *Swingview Room Beverage List*

### **Sparkling Wine**

	<b>Glass</b>	<b>Bottle</b>
Studio Series Sparkling Chardonnay Pinot Noir NV	\$6.5	\$25
Mr Mick Cuvee Brut NV	\$8.5	\$38

### **White Wine**

Studio Series Semillon Sauvignon Blanc	\$6.5	\$25
Little Yering Chardonnay	\$8.5	\$42
Skuttlebutt Sauvignon Blanc Semillon	\$9	\$40

### **Red Wine**

Studio Series Shiraz	\$6.5	\$25
Skuttlebutt Cabernet Sauvignon	\$9	\$40
Little Yering Pinot Noir	\$9	\$45
Mr Mick Rose	\$8.5	\$38

### **Bottled Beers**

Hahn 3.5	\$6
James Boags Premium Light	\$6.5
Peroni Leggara	\$7
Hahn Super Dry	\$8
Peroni	\$9
Corona	\$10
Heineken Zero/ Heineken	\$10





# Ambrose Room

## Furniture Hire

(we can order in for you)



### White Hair Pin Leg Pieces

#### Balcony 1

- 3 square bar tables & chairs
- 2 sofa pairs with cushions and coffee table
- Blue ottomans

- \$100 each
- \$250 each
- \$100 each
- **\$800 package**

#### Ambrose 1

- 2 square dining tables & chairs
- 3 square bar tables & chairs
- 1 long bar table & chairs
- 2 sofa pairs with cushions and coffee table
- Blue ottomans

- \$80 each
- \$100 each
- \$150 each
- \$250 each
- \$100 all
- **\$1200 package**

#### Ambrose 2

- 2 square dining tables & chairs
- 3 square bar tables & chairs
- 3 long bar table & chairs

- \$100 each
- \$250 each
- \$100 each
- **\$800 package**

- **Ambrose Room 1 & Balcony 1**
- **Ambrose Room 2 & Balcony 1**

- **\$1800 package**
- **\$1500 package**

\*There is an additional \$200 charge for the set up and pack down of furniture

\*Furniture subject to availability

\*Limited availability for the Swingview room, please speak to your coordinator



# Ambrose Room

## Additions

### Bryan Was Here Exposed Wood Pieces

- Wooden banquet table - 10 pax total (4 pax per side)
- Wooden round table

- \$90
- \$70

### Alternative Styling

- Tiffany; white, walnut & gold (\$150 delivery fee applies for under 100)
- Bentwood with cushion
- Cover & sash; a wide selection of colours available
- Banquet table - requires linen

- \$6 per chair
- \$8.50 per chair
- \$5.50 per chair
- \$35 each

### Sound/DJ

DJ & MC 6 hour package

includes access to data base

- includes consult meeting with DJ

- \$1500

### Photo Booth

- 3 hour package
- 4 hour package
- 5 hour package
- 6 hour package

- \$690
- \$790
- \$890
- \$940

\*Surcharges apply for public holidays, Melbourne cup day and New years eve events

\*Furniture subject to availability

\*Limited availability for the Swingview room, please speak to your coordinator





# Ambrose Room Lighting

## Festoons

### Zigzag effect & dimmer

- Ambrose room balcony 30m
- Ambrose half room 50m
- Ambrose full room 90m

- \$450
- \$680
- \$1180

## Up Lights

- Static colour - 12 units
- Static colour - 18 units

- \$420
- \$550

## Fairy Lights

### Zigzag low hang effect

- Ambrose half room 50m
- Ambrose full room 100m

- \$400
- \$850

### Canopy effect with 50cm between string

- Ambrose half room 220m
- Ambrose full room 400m

- \$1250
- \$1850

### Canopy effect with 30cm between string

- Ambrose half room 330m
- Ambrose full room 600m

- \$1650
- \$2700

\*Limited availability for the Swingview room, please speak to your coordinator



# *Try something different*

## **Corporate Golf Day**

A corporate golf day is the perfect opportunity to build and strengthen relationships in a relaxed and fun environment. Whether you are impressing new clients or thanking existing ones, networking, raising funds for charity or rewarding employees with a day of teambuilding, golf can be played by people of all age groups, from all walks of life.

Our Corporate Golf Team at Ambrose Estate and Wembley Golf Course can assist you with all aspects of planning the tournament, from booking the course, preparing prizes to organising pre and post tournament catering.

## **Miniature Golf**

For more fun corporate and social events, hire our state of the art 18 hole Miniature Golf Course! Miniature Golf at Wembley is set in beautifully landscaped gardens, providing a serene location for your event. With three difficulty levels and disabled access to the first 9 holes, our Miniature Golf Course offers a fantastic opportunity for your guests to socialise in a relaxed environment.

You may also like to hire the centrally located open air Pavilion for your pre or post tournament event. Guests can enjoy drinks and canapés while watching the sunset over the golf course and surrounds.

\*All Golf Bookings are organised through Wembley Golf Course, please call on (09) 6280 1307 or email [cmartin@wembleygc.com.au](mailto:cmartin@wembleygc.com.au)





## *Golfers' Lunch*

Assortment of chicken, ham, roast beef and vegetarian rolls, served with soft drink and a muesli bar

\$18 per person

## *Hot Dogs*

BBQ beef sausage, caramelised onion, cheddar cheese and bourbon BBQ sauce on a fresh roll (2pp)

OR

Pork bratwurst sausage with sauerkraut and mustard on a fresh roll. (2pp)

\$20 per person

## *Carved Roast Rolls*

Carvery of beef, lamb, pork or chicken (pre-select one), served with red wine jus, condiments, coleslaw, potato salad and garden salad and fresh bread rolls.

\$24.5 per person

## *BBQ Menu*

Minimum 20 guests

BBQ Menu

Roast beef and gravy

Moroccan chicken breast

BBQ pork and fennel sausages

BBQ onions and condiments

Served with

Roast potato with paprika and olive oil

Selection of gourmet bread rolls

Chef's selection of two gourmet salads

\$46 per person









# Terms & Conditions

## **Tentative Bookings**

Bookings will be considered tentative only when a tentative contract has been emailed to the client. Tentative bookings can be held without obligation for a period of 10 days. Management reserves the right to cancel any unconfirmed booking without notice and reallocate the date to other enquiries unless a deposit and signed terms and conditions is received.

## **Confirmation**

Confirmation of a booking occurs on receipt of deposit payment and a completed booking form with signed terms and conditions. Payment of your deposit is acceptance of our terms and conditions.

## **Cancellation and Change of Dates**

In the event of a cancellation, Management must be notified in writing, verbal cancellations will not be accepted. Deposits are non-refundable unless a minimum of 12 months' notice is provided. Cancellation 3 months to 20 days prior to the event will incur 28% of estimated total amount of the function. Cancellation within 20 days of the event will incur 100% estimated total amount of the function. Change of dates is deemed as cancellation.

The venue may refuse and cancel a function booking at any time in the function booking process if the venue believes the event may include illegal acts or activities which may jeopardise the venue's operating licences.

## **Cleaning**

General cleaning is included in the cost of the function. The Organiser may incur additional charges in the instance where an event has created cleaning requirements that are considered, in the opinion of Management, over or above normal cleaning requirements.

## **Damages / Theft**

Organisers are financially responsible for any damage/ theft sustained to the function space and/or surrounding grounds by the Organisers, Organisers' Guests, Invitees, or other persons attending the function. Management does not accept responsibility for damage or loss of any goods left within the venue prior to or after a function. Organisers should arrange their own insurance and/or security.

## **Ceiling Anchor Hooks**

The Ambrose Room is fitted with several hundred ceiling hooks for the purpose of hanging light etc - full permission is required before use is permitted due to weight restrictions. In the event damage is caused due to inappropriate use, the supplier and/or client will be responsible for full repairs and costs

## **Equipment Hire**

Management will be pleased to assist with obtaining quotes for all of your hire equipment, entertainment and decoration requirements and the costs will be added to your final account. Please note that no items are to be nailed, screwed, stapled or adhered to any surfaces in the venue. For any items not hired by venue, management must be advised of all deliveries prior to the function and all deliveries must be marked with the name and date of the function.

All suppliers / vendors must be prepared for a midnight bump out, final notification of bump out times shall be given no more than 2 weeks prior to the event. A staff charge of \$35 per hour will apply if the venue is required to be available out of regular operating hours to take receipt of hired items and / or if the venue staff are required to set up equipment supplied by external vendors. Please speak with your coordinator for a detailed quote.

## **Car Parking**

There are over 400 free public car parking bays available for customer use. Please note that the car park is owned and operated by the Town of Cambridge and not the venue. Due to this, no bays can be reserved. As it is also a public car park, the venue does not take any responsibility for any theft or damage to the vehicles while in the car park.

## **Attendance Numbers**

Guaranteed minimum numbers must be received 14 days before the function. Final numbers must be given 7 working days prior to the event. Acceptance of extra numbers is dependent on availability of space and prepayment.

## **BYO**

No food and beverages of any kind will be permitted to be brought in for consumption at the function by the Organiser or Guests.

## **Surcharge**

Functions held on Public Holidays will incur an additional 15% on the total bill.

# *Terms & Conditions*

## **Responsible Service of Alcohol**

The venue operates under the principles of the Responsible Service of Alcohol. Staff are instructed not to serve any alcoholic beverages to guests under the age of 18 years, or guests in a state of intoxication. Management reserves the right to exclude persons, without liability, from an event. The golf course itself is not licensed for the consumption of alcohol. This can be arranged by lodging an Extended Trading Permit (ETP) with the Department of Racing, Gaming and Liquor, at a cost of \$130, at least 30 days prior to the event. ETP is subject to the Department's approval.

## **Menus**

Our menus are indicative only and are subject to change.

## **Minimum Spend**

Minimum spends apply to all bookings. These will be quoted individually depending on seasonality and other requirements. Minimum spends apply to the total function account.

## **Payment**

Progress payment of 50% of the total value of the event is required at least 3 months prior to the event. Final payment is required at least 7 working days prior to your event. If paying via EFT, please allow additional time for the payment to be processed.

At the time of your booking, you will be provided with a credit card pre-authorisation form which the venue requires to be completed. In the event there is an outstanding balance post event, the supplied credit card will be processed on the next business day and a receipt provided. Prepayment is required for all events.

## **Price Increase**

Management reserves the right to increase the package prices at any time without prior notification. Menu substitutions may be required in order to avoid price increases. If you are booked for a corporate golf day, green fees are reviewed on the 1st January every year. The client will be charged for the pricing at the time of the event not the pricing at time of booking.

## **Other Functions**

The venue reserves the right to book other functions in the same room up to 2 hours before the scheduled start time of your event and one hour after your scheduled event conclusion. The venue also reserves the right to book another function in adjoining rooms at any time.

## **Food and Beverage**

At least 2 weeks prior to your function, we require confirmation of final arrangements of menus and beverage requirements. Please advise us of any vegetarian or dietary needs at this time. Whilst we will make every effort to comply with guests' requests and take utmost care to avoid cross contamination, we will not be held responsible for an adverse reaction to our food by any guest, to the extent permitted by law. Management insists that all clients with food allergies carry appropriate medical aids in case an allergic reaction should occur.

## **Guest List/Seating Plan/Menus/ Name Cards**

The venue will provide typed menus for your function or reception. It is the client's responsibility to provide a clearly typed guest list/plan to be displayed at the event. If name cards are provided, they are to be clearly labeled & separated into table order prior to delivery otherwise a surcharge will be applied.

## **Audio Visual**

We recommend the services of our audio-visual company, Stage and Studio Productions. The venue is able to organise any additional audio visual for you through Stage and Studio Productions. We always suggest the use of an AV technician during your event to ensure the technical excellence of the equipment. If you wish not to use a technician, please be aware that our service staff can assist only to their capabilities and cannot problem solve if there are technical problems out of our control such as client laptops. Please note that Ambrose Estate does not own any of the existing audio visual equipment in the function rooms, therefore hire fees will be applicable. Should you wish to use another audio visual company, this will need to be discussed with your dedicated event coordinator.

## **Security**

Certain functions may require security personnel to be in attendance. Management reserves the right to apply this condition as seen fit. The cost of security personnel will be the responsibility of the function Organiser.

## **Special Circumstances**

In the event that the venue cannot be made available to the Organiser on the date(s) for which it has been booked for reasons of fire, flood, damage, industrial dispute, or any other reason, the Management shall not be liable for any loss, damage or injury whatsoever suffered by the client as the result of the venue not being available.



# Terms & Conditions

## Timings

For lunchtime bookings access to the room is from 10am in the morning of the function. Lunchtime functions must conclude by 4pm. For evening bookings access to the room is from 5pm and evening functions are required to conclude at 12am. Management will do everything possible to accommodate special requests regarding access to the rooms.

The venue rosters staff according to agreed start & finish times. If the event runs past the agreed finish time, a staffing fee may be applied for any additional hours worked. If for any reason, staff are also not able to clear or enter the function room at a client's request, there may be an additional staff fee for staff needing to stay on and clean post event.

## Golf / Mini Golf / Driving Range Bookings

If you decide to add mini golf, golf or the driving range to your event, final numbers must be received 7 days in advance and pre-payment made. If you decide to cancel or decrease numbers within that week, you will still be charged.

## Swingview Room

The Swingview room is located on the second floor of the driving range. As a result, some noise may be heard from people playing. If you would like to have security in knowing the bays will be turned off, a fee of \$500 will apply.

Suited to buffet and cocktail style events.

## Photos/Video

Photos or video taken by staff of the set up of your event will be used for promotion of the venue across all or any marketing material including social media & the company website. If your photographer shares images taken at your event on social media then Spices Group will share those images across their brands on social or marketing material.

## Terms and Conditions

Payment of the deposit is deemed to be your acceptance of our terms and conditions.





# Ambrose Estate

WEDDINGS | FUNCTIONS | EVENTS



(08) 6280 1351

[events@ambroseestate.com.au](mailto:events@ambroseestate.com.au)

[ambroseestate.com.au](http://ambroseestate.com.au)

