

# **Special Occasions & Conferences**2020/2021







# A SPECIAL OCCASION

Thank you for considering Secret Harbour Golf Links for your forthcoming Special Occasion.

To arrange a personal tour of our facility please call to make an appointment. You will find that our friendly and accommodating team will do their very best to make you feel welcome.

We fully understand that any Celebration is special and nothing should be too much trouble. We will do everything we can to make your day a special time that you will remember for a long time. Special Occasions need to be looked after by professionals and our Events Manager and staff will make sure we fulfil our service promise to you.

# **VENUE**

Our purpose built spacious function room boasts large glass areas which capture the fabulous panoramic views of our internationally renowned 18 hole golf course and our entrance will impress your guests where they will find ample parking within our grounds.

Regardless if your Special Occasion is held in the middle of summer or the chilly winter our climate controlled air conditioning will ensure you and your guests are comfortable throughout your reception. The ambiance and tranquillity of hectares of manicured green lawns could not be captured in a more idyllic location with the Indian Ocean a stone's throw away, making 'Secrets' simply perfect for any occasion.

Whether your reception is for an intimate gathering or a large celebration, our Team will ensure that every attention to detail is taken care of throughout the planning process before and on the day. We remove the stress and leave you to concentrate on other important details.

Our qualified Chefs are passionate about the food they produce and understand the importance of making sure your guests have a great experience.

Events Coordinator - Leila Hitchin Email: functions@secretsgolf.com.au

Phone: 08 9524 7133

# **VENUE HIRE CHARGES**

DAY	MINIMUM	MAXIMUM	BOND/ DEPOSIT	ROOM HIRE
FRIDAY & SATURDAY	50	150	\$500	\$900
SUNDAY	50	150	\$500	\$1000
MONDAY - THURSDAY	50	150	\$500	\$750

# **RECEPTION VENUE HIRE INCLUDES**

White Table Cloths (Black table cloths available at an additional \$7 per table charge)

Black Lycra Chair Covers (White lycra chair covers available at additional \$4 per chair charge)

**Napkins** 

Circular Tables Seats 8-10 people

**Quality Tableware** 

Gift Table (Skirted with fairy lights available at an additional \$120 charge)

Cake Table (Skirted with fairy lights available at an additional \$100 charge)

Wireless PA System

Room Set up

Room Set Down and Clean Up

Printed Menu and Beverage Cards on request

# **OPTIONAL EXTRAS**

ROOM DECOR	COST	
Dance Floor (Black and White Check)	\$250	
Cocktail Tables and Lycra Covers in White or Black	\$50 Per Complete Table	
Skirted Cake Table With Fairy Lights	\$100	
Chair Sash White Organza, Navy Satin, Silver Lycra Slips	\$1 per chair	
Table Runners White Organza, Navy Satin, Silver Satin,	\$5 per table	
Round Mirrors	\$5 per table	
Glass Votive and Tea Light	\$1 each	
Glass Beaded Votive and Tea Light	\$3 each	
Decorative Mirror and Stand to Display Seating Plan	\$50	







# Finger Food Menu

Selections are served for 2 hours Please choose the number of items you require and make your selection from the

Menu

Select 4 Items \$25pp

Select 5 Items \$30pp

Select 6 Items \$35pp

Select 7 Items \$40pp

Select 8 Items \$45pp

Select 9 Items \$50pp

- Cajun Beef Skewer
- Lemon Prawns
- ♦ Fish Goujons
- Mixed Arancini Balls
- ♦ Homemade Sausage Rolls
- ♦ Beef Skewers
- \( \) Lamb Skewers
- Chicken Skewers
- Curried Coconut Prawns
- Dukkah Chicken Skewers
- Oysters Natural
- Oysters Beer Battered
- Assorted Pizza Slices
- ♦ Moroccan Beef Filo
- ♦ Mini Beef Parcels
- Mixed Bruschetta
- Mexican Chicken and Chipotle Dippers
- Harissa Lamb Dippers
- Spiced Chickpea, Pumpkin & Onion Buttons

## **Additional Extras**

- Bowl of Wedges \$11
- Bowl of Chips \$9

# **Antipasto Platters**

Platters for 10 people Minimum Spend \$1250

**BREAD & DIPS \$40** 

**SANDWICH & WRAP \$55** 

**ANTIPASTO \$60** 

**FRUIT PLATTER \$50** 

**MINI BRUSCHETTA PLATTER \$80** 

**PARTY PLATTER \$75** 

**CRUNCHY WEDGES \$60** 

**MEZZE PLATTER \$100** 

**CHEESE PLATTER \$150** 

**MIXED PIZZA SLICES \$90** 

**BEEF OR PORK SLIDERS \$100** 

**SALT AND PEPPER SQUID \$100** 

FISH & CHIPS SERVED IN NOODLE BOXES \$130

**SEAFOOD PLATTER \$180** 

**OYSTER PLATTER \$190** 

**ROAST PORK BELLY PLATTER \$110** 

MIXED CAKE SELECTION PLATTER \$100







# Carvery

# \$34pp

# **Roast Meat Carvery**

- ♦ Roast Beef
- ♦ Roast Pork
- Served With Gravy

#### Choose 2 Salads

- ♦ Garden Salad
- ♦ Caesar Salad
- ♦ Potato Salad
- Pasta Salad
- ♦ Coleslaw
- **Our Potatoes in Skins**
- Bread Rolls and Butter Portions
- Sour Cream and Condiments

# **Additional Extras**

# Dessert

# Individual Desserts \$8pp

**Choose 1 Dessert** 

- ♦ Classic Tiramisu
- Coconut Vanilla Bean Panna Cotta with Honey Whisky Strawberries
- Pecan Chocolate Tart
- Berry Cheesecake Drizzled with Mixed Berry Coulis
- Sticky Date Pudding and Caramel Sauce
- Rocky Road Shards Drizzled with White Chocolate Sauce
- Eaton Mess with Crushed Meringue,
   Mixed Berries and Chantilly Cream
- **Apple Crumble with Ice Cream**
- Chocolate Mouse with Mixed Berry
   Compote

Soup Entree \$10pp

Cheese Board \$9pp

Selection of Australian Cheese with Crackers

Tea and Coffee \$3pp



# Secrets Sizzler BBQ

# \$49pp

# **BBO**

- Scotch Fillet Steak
- Marinated Chicken Breast
- Seared Salmon
- Chilli and Garlic Prawns
- Gourmet Potatoes in Skins
- ♦ Choose 3 Salads
- ♦ Cherry Tomato Roquette
- Capresees Salad
- ♦ Caesar Salad
- ♦ Coleslaw
- ♦ Potato Salad
- ♦ Garden Salad
- Pasta Salad
- Bread Rolls and Butter Portions
- Sour Cream and Condiments

# **Additional Extras**

# Dessert

# Individual Desserts \$8pp

Choose 1 Dessert

- ♦ Classic Tiramisu
- Coconut Vanilla Bean Panna Cotta with Honey Whisky Strawberries
- Pecan Chocolate Tart
- Berry Cheesecake Drizzled with Mixed Berry Coulis
- Sticky Date Pudding and Caramel Sauce
- Rocky Road Shards Drizzled with White Chocolate Sauce
- Eaton Mess with Crushed Meringue, Mixed Berries and Chantilly Cream
- Apple Crumble with Ice Cream
- Chocolate Mouse with Mixed Berry
   Compote

Soup Entree \$10pp

Cheese Board \$9pp

Selection of Australian Cheese with Crackers

Tea and Coffee \$3pp

# **Grand Buffet Menu**

# \$75pp

# Hot

- Chicken Breast in a Thai Dressing
- Penne Pasta with Spinach, Olives and Pine nuts in a Creamy Provencal Sauce
- ♦ Roast Beef Served With Grave
- Steamed Carrot, Broccoli, Cauliflower and Capsicum Vegetables
- Roast Gourmet Potatoes

# Cold

- Prawn Cocktail and Marie Rose Sauce
- Roast Chicken Pieces
- Sliced Cold Meats of Ham, Beef, Salami and Prosciutto
- Smoked Salmon with Pickled Veg
- ♦ Garden Salad
- Caesar Salad
- ♦ Greek Salad
- ♦ Fruit Platter
- Bread Rolls and Butter Portions
- Selection of Condiments

# Includes Tea and Coffee

# **Additional Extras**

Add Bread and Dips \$4.50pp

## Dessert

Individual Desserts \$8pp (Choose 1 Dessert)

- ♦ Classic Tiramisu
- Coconut Vanilla Bean Panna Cotta with Honey Whisky Strawberries
- Pecan Chocolate Tart
- Berry Cheesecake Drizzled with Mixed Berry Coulis
- Sticky Date Pudding and Caramel Sauce
- Rocky Road Shards Drizzled with White Chocolate Sauce
- Eaton Mess with Crushed Meringue, Mixed
   Berries and Chantilly Cream
- ♦ Apple Crumble with Ice Cream
- Chocolate Mouse with Mixed Berry
   Compote
- Cheese Board

# Secrets Set Menu

One main and a choice of either one entree or one dessert \$49pp

One entree, one main and one dessert \$55pp

One entree, two main and one dessert \$59pp

Alternate drop, two entree's, two mains and two desserts \$69pp

# **Entree**

- Thai Beef Salad
- Thai Chicken Salad
- Chicken Caesar Salad
- ♦ Tomato Bruschetta
- Mushroom Bruschetta
- Chefs Soup of the Day

# Main

- Sliced Roast Sirloin of Beef with Potato
   Puree, Broccolini and Port Jus (gf)
- Chicken Breast with Potato Puree, Broccolini and Port Jus (gf)
- Seared Sword Fish on Steamed Mixed Veg
   Topped with Sweet Potato Chips and
   Drizzled with Hollandaise Sauce
- Sirloin of Beef on Steamed Mixed Veg Topped with Sweet Potato Chips and Drizzled with Hollandaise Sauce
- Lightly Crumbed Chicken Breast on a Soft Polenta and Broccoli Finished with Roast Tomato Juice
- ♦ Creamy Mushroom Risotto Topped with Rocket and Parmesan Salad (v) (gf)

# Dessert

- Apple and Almond Crumble with Ice Cream
- Eaton Mess with Crushed Meringue, Chantilly Cream and Mixed Berries
- Rocky Road Drizzled with White Chocolate
- Coconut Vanilla Bean Panna Cotta with Honey
   Whisky Strawberries

Includes Tea and Coffee



# **BEVERAGE OPTIONS**

Drinks are payable on consumption by your guests, however a bar tab with a limit can be set up in the bar if you wish to offer your guests drinks with your compliments. To set up a bar tab a valid debit/credit card accompanied with ID must be left with the Approved Manger or a Pre-Paid Bar Tab will be required.

Inclusive drinks packages are available to add to your Food Selection. All 18+ adults in your final number will be charged at the per person rate as selected. Under 18's will be required to have the soft drink package option. Drinks will be served per glass. Beverage packages must be paid for prior to the event.

# Soft Drink Package

5 Hours \$28pp6 Hours \$323pp

Pepsi | Pepsi Max | Lemon Squash | Lemonade | Soda Water | Orange Juice | Apple Juice | Pineapple Juice | Cranberry Juice | Lime and Soda | Tea and Coffee

# Secrets Package

5 Hours \$50pp 6 Hours \$55pp

Hardy's The Riddle Estate Brut Cuvee
Hardy's The Riddle Sauvignon Blanc
Hardy's The Riddle Cabernet Merlot or Shiraz Cabernet

All the below draught beers are available to your guests:
Carlton Dry | Great Northern Classic | Great Northern Super Crisp |
Includes soft drink package, Tea and Coffee.

## Premium Package

5 Hours \$60pp 6 Hours \$65pp

Hardy's The Riddle Estate Brut Cuvee Grand Burge Petit Bubbles Hardy's The Riddle Sauvignon Blanc Hardy's The Riddle Moscato Houghton Crofters Chardonnay Hardy's The Riddle Cabernet Merlot Hardy's The Riddle Shiraz Cabernet Taku Pinot Noir

All the below draught beers are available to your guests:

Carlton Dry | Great Northern Classic | Great Northern Super Crisp | Lazy Yak | Wild Yak | Bulmers Cider



# **BEVERAGE MENU**

White Wine	Sml / Lge /		Tap Beer	Small / Large / Jug
Hardy's the Riddle	\$7.50/\$11.50/\$30		Carlton Dry	\$5.20/\$9.50/\$18.50
Sauvignon Blanc	\$7.50/\$11.50/\$30		Great Northern Super Crisp	\$5.20/\$8.50/\$16.50
Hardy's the Riddle			Great Norther Classic	\$5.20/\$9.50/\$18.50
Moscato	\$8.50/\$14.00/\$35		Australian Lazy Yak	\$5.70/\$10.50/\$19.50
Mud House			Wild Yak Pacific Ale	\$5.70/\$10.50/\$19.50
Sauvignon Blanc – <i>Marlborough NZ</i>			Stella Artois	\$5.70/\$10.50/\$19.50
Houghton's Crofters	\$8.50/\$14.0	00/\$35	Stella Legere	\$5.70/\$10.00/\$19.50
Chardonnay – <b>WA</b>			Bulmers Cider	\$5.70/\$10.00/\$19.50
Tatachilla Little By Little		\$30		, ,
Pinot Grigio - <b>SA</b>			Bottled Beer and Premix	
Knappstein Clare		\$35		
Reisling - <i>Clare Valley</i>			Carlton Dry	\$7.00
Houghton		\$35	Peroni Leggera	\$7.50
Sauvignon Blanc Semillon - <b>WA</b>			Corona	\$8.50
			Peroni Nastro	\$8.00
Sparkling Wine			Fat Yak	\$8.50
Hardy's The Riddle	\$7.50	\$30	Crown Lager	\$7.50
Brut Cuvee	Ψ1.50	ΨΟΟ	Guinness	\$7.50
Grand Burge	\$8.00	\$34	Carlton Mid	\$5.50
Petit Bubbles Dry Sparkling	ψο.00 ψ54		Kilkenny	\$7.50
Canti	\$8.00	\$34	Jack Daniels & Cola	\$9.50
Prosecco - <b>VENETO ITALY</b>	ψο.οο	Ψ04	Strongbow Classic Cider	\$7.50
1103ecco - VENETOTIALI			Jim Beam & Cola	\$9.50
Red Wine			Strongbow Sweet Cider	\$7.50
Hardy's The Riddle	\$7.50/\$11.50/\$30		Pure Blonde Cider	\$7.50
Cabernet Merlot			Rekordlig	\$8.50
Hardy's The Riddle	\$7.50/\$11.5	50/\$30	Liqueurs	\$9.50
Shiraz Cabernet	,,		Baileys   Tia Maria   Cointreau     Kahlúa	
Houghton Crofters	\$8.00/\$13.0	0/\$34	Spirits Including Mixer	\$10.00
Cabernet Sauvignon - WA	•	,		
St. Hallet Garden Of Eden	\$8.50/\$14.0	0/\$36	Canadian Club   Jack Daniels   Sou	, , , ,
Shiraz - <i>Barossa SA</i>	•	,	Jim Beam   Captain Morgans spice Rum   Bunderberg Rum	
Taku		\$32	Bacardi Rum   JW Red   José Cuer	
Pinot Noir - <i>Marlborough NZ</i>			Smirnoff Vodka   Malibu   Midori	St.Agnes Brandy
Rosé			<b>Premium Spirits Including Mixer</b>	
Days of Rose - SA	\$8.00/\$13.00/\$34		Bombay Sapphire	\$10.50
24,5 01 11000 011	ΨΟ.ΟΟ/ ΨΙΟ.	υυ <sub>γ</sub> Ψυ <del>γ</del>	Hendricks Gin	\$10.50 \$11.50
Fortified Wine			Pimms	\$11.00 \$11.00
Penfolds Club reserve Classic Tawny P	ort \$8.50			\$28.00
			Pimms, Lemonade & Fruit Jug	φ <b>20.</b> 00



# **Terms and Conditions**

#### **CONFIRMATION AND BOOKING**

Upon enquiry the function area will be tentatively booked for a period of 14 days. Unless other arrangements have been made, this booking will automatically expire without receipt of a deposit. The deposit will not secure menu prices as these are still subject change.

#### **DEPOSIT/SECURITY BOND**

A payment of \$500 is required and will be used as a deposit leading up to the event and if necessary will be utilised as a cleaning/breakage bond to cover any cleaning including professional cleaning of body waste and vomit on the premises. Any excessive glass breakages above and beyond a "reasonable" amount and any other damage to our premises during your Function will be deducted. The Deposit/Security bond is invoiced separately and refundable or part thereof after your event. Should our cleaning/breakage costs exceed \$500 we will invoice you for the additional amount. If payment is not received after the 7th day of the invoice, we reserve the right to charge the amount to the credit card provided by the client listed on the booking form. 21st Birthday Parties will be considered based on a sit down menu selection. A refundable bond of \$1000 and 1 security guard per 50 people will be required at your expense on the evening of the event. The bond will be refunded or part thereof within 7 days of the event.

\*The deposit/bond is required to guarantee the venue within 14 days of placing your tentative booking.

#### **CANCELLATION**

In the unfortunate event that you should wish to cancel your confirmed booking, the following fees will apply:

Cancellation more that 6 months - Deposit Returned

Less than 6 months from date - Deposit Retained

30 Days or less - 80% of the contracted amount

14 Days or less - 100% of the contracted amount

## PRICE GUARANTEE

All pricing will be fixed for three months from the event.

#### **DIETRY REQUESTS**

We are happy to cater for any of your guests with special dietary needs. Please inform us of these requirements when you finalise your menu 14 days prior to the event as we can not guarantee we will be able to accommodate on the day without prior notification.

#### **FINAL NUMBERS AND PAYMENT**

Package details and guest numbers are to be confirmed with payment 14 days prior to the event. Any reduction of numbers after this date will not amend the final account. Additional numbers within reason will be considered

#### **PUBLIC HOLIDAYS**

A surcharge of 25% applies to the total account if held on a public holiday.

## RESPONSIBLE SERVICE OF ALCOHOL

Under the liquor licensing laws of WA, we have a duty of care to all of our guests. Our staff members are instructed not to serve any alcoholic beverages to a person under the age of 18 and if guests appear intoxicated. Identification may be requested and if refused our staff have been instructed not serve that guest and they may be asked to leave the premises.

#### **BEVERAGES**

We are a fully licensed establishment and no alcohol is permitted to be brought onto the premises at any time. We reserve the right to confiscate any BYO alcohol and hold it until the next day.

#### LICENCE EXTENTIONS

**Sunday to Thursday** - Our liquor license only allows alcohol to be served and purchased until 8pm.

**Friday and Saturday** - Our liquor license only allows alcohol to be served and purchased until midnight.

Should you wish to extend past this time, you must advise us 3 months prior to the event in order for an extended trading permit cane be applied for. The additional cost for this application is \$150.

#### **RESPONISBILITY**

You are responsible for any damage or loss that may be caused to the property including any items removed from the property.

#### **SECURITY**

Our staff will take every care with security and protection of your property while on the premises, however we cannot accept any liability.

#### **PHOTOGRAPHY**

Secret Harbour Golf Links reserve the right to take photographs of the guests throughout the function. These photographs, with your permission may be used for future marketing purposes only. There is to be no unauthorised access to the golf course for photo opportunities as it is considered unsafe to access the fairways during golfing hours.

#### **SUPPLIERS AND DECORATORS**

The venue has no restrictions on suppliers. Please ensure you advise our Function Manager who will be delivering, contact numbers and time of deliveries. Secret Harbour Golf Links does not allow the use of party poppers, confetti, and rice.

## LINEN

Standard cleaning is included in the venue price. Excessive or additional cleaning of linen will incur additional charges. Any damage to linen will incur a replacement cost (including candle wax spillage) and will be deducted from your \$500 Bond/Security deposit.

### **HIRE EQUIPMENT**

Where hire equipment etc is required to be organised by us, the charges for this service will be added to the total function invoice and is to be settled in full 14 days prior to your event. Any damages loss on site will be charged at replacement cost.

## **DELIVERY AND PICK UP OF OWN PROPERTY**

We are not responsible for proving personnel for this purpose. Delivery of large items must be approved in advance. All property brought into the venue must be clearly labelled and removed within 24 hours of completion of the event. The client is responsible for their equipment and agrees to accept full responsibility for any loss or damage to the property and/or injury to a person or property.

#### MUSIC

To comply with our noise management plan, all music must cease at midnight. Our noise management plan will be explained to you at the time of booking



# **Booking Confirmation**

Please complete and sign below to acknowledge that you have read and understand the terms and conditions of Secret Harbour Golf Links.

Name	
name	
Address	
Email	
Contact Number	
Date of Event	
Signature	
Witness (Secrets Staff)	
Date	
Credit Card No	
Expiry	
CVC/CSC	
Cardholder Name	
Deposit Received	
Name	
Name	
Additional Comments	

Please Note: If the above agreement is not signed, "Secret Harbour Golf Links" reserves the right to enforce the above terms and conditions where applicable.

Thank you for your booking and we look forward to planning your special day. Please do not hesitate to contact our Wedding and Events Team if you require any further information on 9524 7133 or email: functions@secretsgolf.com.au