



SETTLERS INN FUNCTION PACKAGE 2024



OUR VENUE

PORT MACQUARIE'S FAVOURITE COMMUNITY PUB

Setts, located in the traditional Clifton area of Port Macquarie, has always been the centre of our local community.

The Settlers Inn is the perfect location for your next function or event. We have put this package together to guide you through what we have to offer for all your function & event needs.

We have four unique areas. Each space has something that feels uniquely special & all areas can cater for sit down or stand up events. We can host any sort of function or event, & our team will make it carefree & ensure it is a success.

CONTACT

Should you require any further assistance, or would like to speak to one of our friendly staff about how the Settlers Inn is right for your next event, please contact us.

Email: events@settlersinn.com.au Website: www.settlersinn.com.au

THE PAVILION



KEY FEATURES



Bar accounts available
Portable bar available (Terms and conditions apply)



Capacity: 20 - 200 guests
(Terms and conditions apply for exclusive use of Pavillion)



Availability: Monday - Sunday
10am - 12am midnight



Visual: 2 x Large outdoor screens for
photos/video



Minors: Accompanied by an adult
at all times



Deposit: \$250

An adjustable open plan area with direct access to the main bar with a separate entrance for private events. The Pavilion is the perfect place for any event style. From relaxed social gatherings, to formal sit down corporate cocktail style events. The Pavilion offers a great atmosphere with high and low tables, undercover or retract the roof and outdoor heating.

Seated

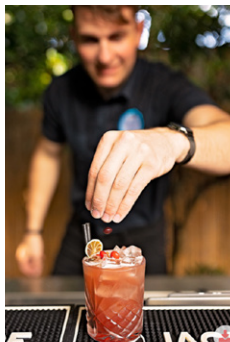
140

Cocktail

200

*Capacity is subject to current Public Health orders

THE TERRACE



KEY FEATURES



Capacity: 50 - 120 guests



Availability: Monday - Sunday
10am - 12am midnight



Audio: Microphone & speakers available
(11pm cut off)



Visual: 1 x Large indoor screen for
photos/video



Minors: Accompanied by an adult at all
times



Deposit: \$250 + \$150 For open bar
operation. If minimum spend is achieved
deposit is refunded



Private smoking area / Private bar &
bar accounts available

The Terrace is ideal for private and formal seated or cocktail events. Featuring table seating with a mixture of indoor and outdoor options. The Terrace also provides you with your very own private patio and bar.

Seated

50

Cocktail

120

*Capacity is subject to current Public Health orders

THE BEER GARDEN



KEY FEATURES



Capacity: 100 - 140 guests
(Terms and conditions apply for exclusive use of Beer Garden)



Availability: Monday - Sunday
10am - 12am midnight



Audio: Microphone, speakers available
(10pm cut off)



Visual: No visual screens available in this area



Minors: Accompanied by an adult at all times



Deposit: \$250



No smoking area / Bar accounts available

The Beer Garden is ideal for casual style events. Featuring a stunning landscaped garden, undercover canopy, outdoor heating, access to the outdoor kids playground and indoor kids room, and large robust outdoor furniture which creates a great outdoor setting.

Seated

100

Cocktail

140

*Capacity is subject to current Public Health orders

KIDS PLAYGROUND



KEY FEATURES



Capacity: 80 - 100 guests (not exclusive)



Availability: Monday - Sunday
10am - 12am midnight



Audio: Microphone & speakers (9pm cut off)



Minors: Accompanied by an adult at all times



Deposit: \$100



Bar accounts available

One of the best outdoor kid's playgrounds in Port Macquarie. Feel free to dress up & decorate this space to your heart's desire. Perfect for kids' birthday parties and the best part...we'll do all the cleaning up.

Seated

80

*Capacity is subject to current Public Health orders

PLATTERS

GRAZING PLATTER - *Recommended* **\$110**

A selection of mixed olives, seasonal fruits, cheese, cured meats, chocolate, water crackers, and a mixed dip selection

LAGUNA FAVOURITES **\$85**

A combination of traditional Australian sausage rolls x12, Australian meat pies x12, mini quiche x12, crunchy garlic chicken kiev balls x12, & chunky fries

CLUB PLATTER **\$85**

A combination of sandwiches and wraps:

- Grilled chicken, mayonnaise & celery leaf
- Mayonnaise, curried egg, spices & chives
- Honey glazed leg ham & Swiss cheese
- Slowed cooked pulled pork & chipotle sauce

NEWPORT PLATTER **\$85**

A combination of salt and pepper squid, asian spring rolls x16, samosas curry pastries x16, chicken breast crackle bites x10, chunky fries, ranch & chipotle dipping sauce

FRUIT PLATTER **\$70**

Selection of seasonal fruit

KIDS PARTY RANGE **\$50**

A combination of popcorn chicken, chunky fries, potato crisps and mixed lollies

BUFFALO WINGS **\$60**

Settlers famous BBQ spiced wings, BBQ sauce & blue cheese dip



CANAPÉS

CHEESEBURGER & PULLED PORK SLIDERS (16 pieces)

\$90

Cheese burger sliders - Buttermilk buns, grilled ground beef, garlic, onion, cheddar cheese, tomato ketchup & mustard aioli

Pulled pork sliders - Buttermilk buns, pulled pork, tomato & chipotle

MALAYSIAN STYLE CHICKEN SATAY SKEWERS (20 pieces)

\$60

Chicken breast with peanut sauce & chives



BAR OPTIONS

OPTION 1: BAR TAB

Allows guests to order any combination of beer, wine, spirits, cocktails and soft drinks.

You can choose to set a maximum spend limit, with tab balance updates available throughout the function.

OPTION 2: CASH BAR

Allows guests to purchase their own beverages throughout the function.

Please speak to the Events Manager for further beverage options.



TERMS AND CONDITIONS

CONFIRMATION

Only by returning a signed copy of these terms and conditions together with payment of the deposit will confirm your booking.

DEPOSIT AND FEES

The Terrace

A deposit of \$250 to secure the area is required to be paid within 14 days of booking. If you require the private bar to be open and staffed a minimum fee of \$150 applies for 3 hours.

Pavilion and Beer Garden

A \$250 deposit to secure a sectioned off area in the Pavilion and \$250 deposit for the Beer Garden.

CANCELLATIONS

You will not be entitled to a refund of any money paid for cancellations made with less than 1 week's notice. Cancellations must be advised in writing to the Functions Coordinator.

21st BIRTHDAY PARTIES (No parties for under 21)

All 21st require a security guard for a minimum of 4 hours at the rate of \$60 per hour. This includes any bookings over 25pax. Food is required to be provided to your guests at all 21st birthdays. Parents/legal guardians of the person/s turning 21 must be present within the function room/space for the duration of the event.

CATERING REQUIREMENTS

Please confirm your catering selection within 1 week of the event. Please note that any last-minute dietary requirements (on the day of the function), may incur an additional expense or we may not be able to cater for. Platters and canapes are to be paid in full prior to your function. No external food (with the exception of birthday/ engagement/wedding cake/cupcakes/lollies) or beverages are to be brought into Settlers Inn, unless agreed upon by management. Please communicate any dietary requirements to the event manager prior to the event.

RESPONSIBILITY & DAMAGE

SETTLERS INN TERMS AND CONDITIONS

Settlers Inn Hotel will not be held liable for damage or loss of items pertaining to your booking before, during or after an event. Any damage to Settlers Inn property will be your financial responsibility. You are responsible for any additional cleaning costs incurred as a result of the event.

Settlers Inn allows minor decorations to the area however we do not allow decorations to be stuck to the walls or screening. All decoration to be approved by one of our venue managers. There is to be no balloons filled with confetti, confetti, table scatters used in the

venue, if there is any damage to the area or excessive mess there will be a fee charged to the credit card you provide.

Please note that happy hour prices do not apply for functions/events.

RSA & GUESTS BEHAVIOUR

Settlers Inn Hotel follows Responsible Service of Alcohol practices. You are responsible for the behaviour of your guests and management will not tolerate anti-social behaviour. Minors are to be accompanied by a responsible adult at all times.

Any attendees under the age of 18 must be supervised by a guardian at all times.

ACCEPTANCE

☐ I have read, understood and accept the Terms & Conditions

NAME:

EMAIL ADDRESS:

POSTAL ADDRESS:

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PHONE NUMBER:

EVENT DATE:

CREDIT CARD DETAILS:

EXP: CCV:

SIGNED:

DATE: / /