



Events

BOTANICAL HOTEL



Botanical Hotel is one of Melbourne's iconic venues, located in the heart of South Yarra opposite the Royal Botanic Gardens and minutes from the CBD

Botanical Hotel is an institution within Melbourne's hospitality scene, delivering a high standard of food and beverage. With a choice of five key spaces for private events including; Alfresco, Archer, Brasserie, the Lounge and our Private Dining Room, we offer a premium setting for any occasion.

Each of these spaces can accommodate all styles of events including private cocktail parties, product or media launches, sit down dinners and corporate events. Our close proximity to the Royal Botanic Gardens makes Botanical Hotel the perfect venue for wedding receptions.

Our team of hospitality professionals are on hand to manage every detail of your event no matter how large or intimate, and look forward to working with you to ensure your event is memorable.

BOTANICAL HOTEL 

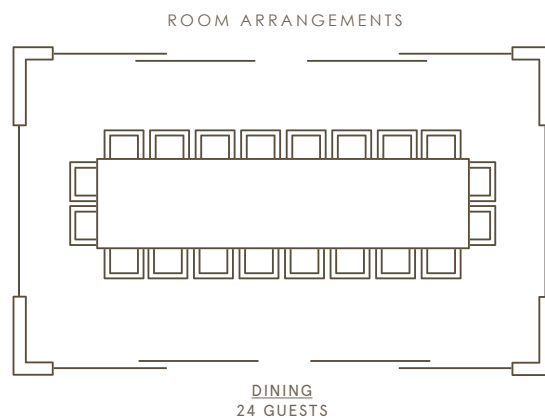


PRIVATE DINING ROOM

Our Private Dining room offers an exclusive and intimate experience for up to 24 guests, complemented by etched glass and a conservatory style roof line.

Surrounding the Private Dining Room is our wine wall, which showcases rare and premium wines from around the globe. Create a dining experience to remember with our sophisticated food and beverage menu to suit any occasion.

Room size 30m²



BOTANICAL HOTEL 



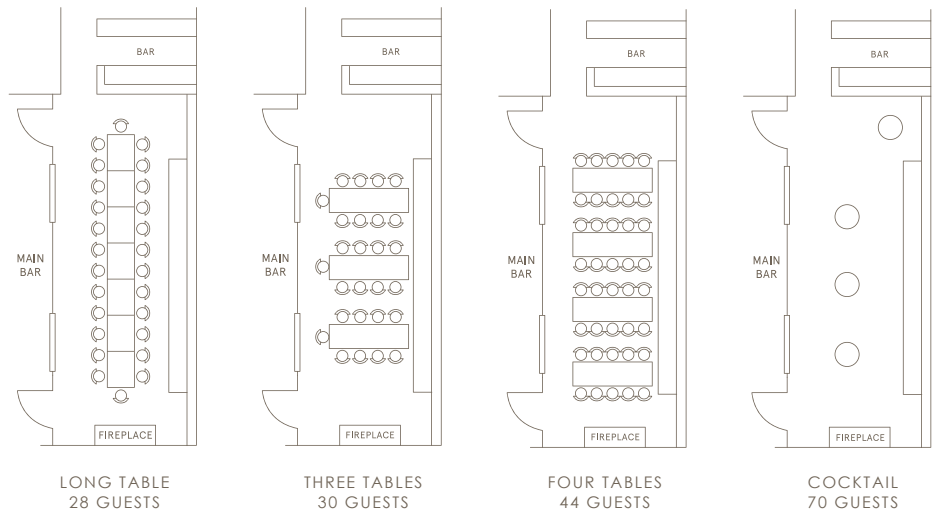
ARCHER ROOM

Named in honour of one of Australia's greatest racehorses, Archer won the first two Melbourne Cups and was once stabled in the building now occupied by Botanical Hotel.

The Archer Room is a bright and spacious area with an Atrium roofline as well as vertical garden, fireplace, private bar and access to the courtyard. It has dedicated AV facilities and is an ideal venue for private dining, cocktail parties and conferences.

Room size 51m²

ROOM ARRANGEMENTS



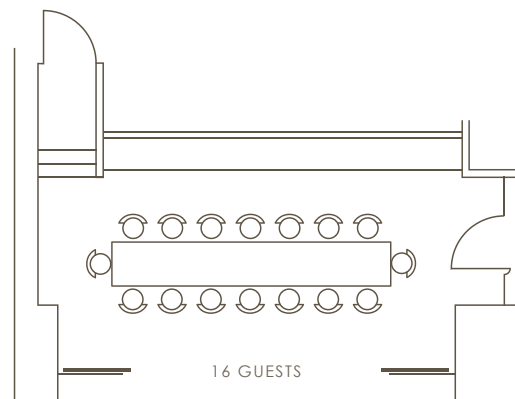
BOTANICAL HOTEL 



ALFRESCO

Overlooking Domain Road and the Royal Botanic Gardens, the Alfresco is a bright and open space, perfect for groups of up to 16 guests seated or 30 guests for a cocktail style event.

Room size 28m²



DOMAIN ROAD – ROYAL BOTANIC GARDENS

BOTANICAL HOTEL 



BRASSERIE

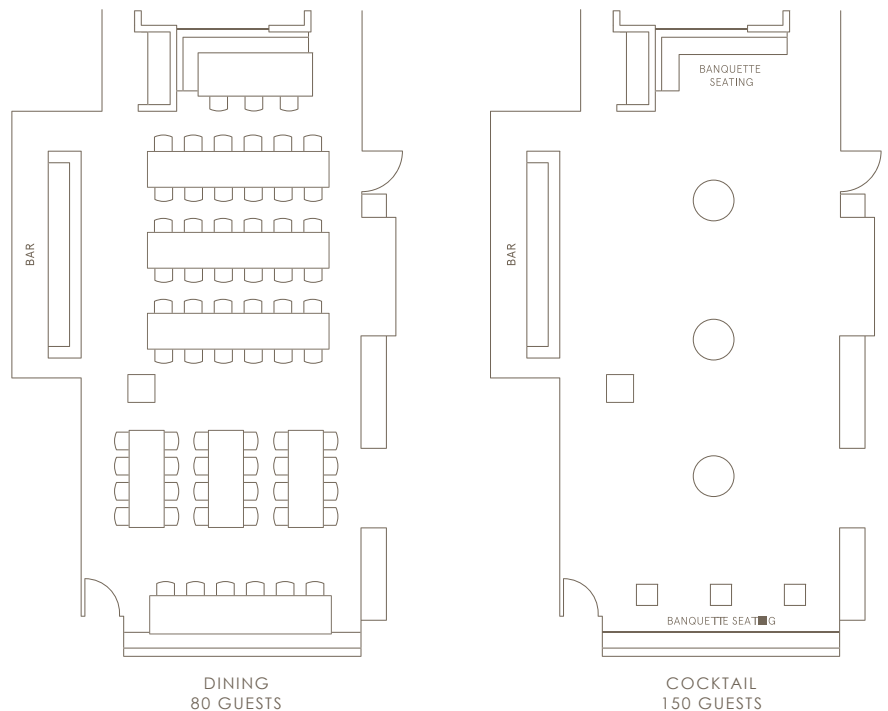
Looking out over Domain Road and across to the historic Royal Botanic Gardens, our Dining Room offers guests a truly memorable dining experience.

The Brasserie is the largest of our private dining spaces, comfortably seating up to 80 guests.

This room offers AV facilities and private bar, making it the perfect space to host a variety of events including weddings, birthday celebrations, product launches or your next corporate event.

Room size 105m²

ROOM ARRANGEMENTS



BOTANICAL HOTEL 



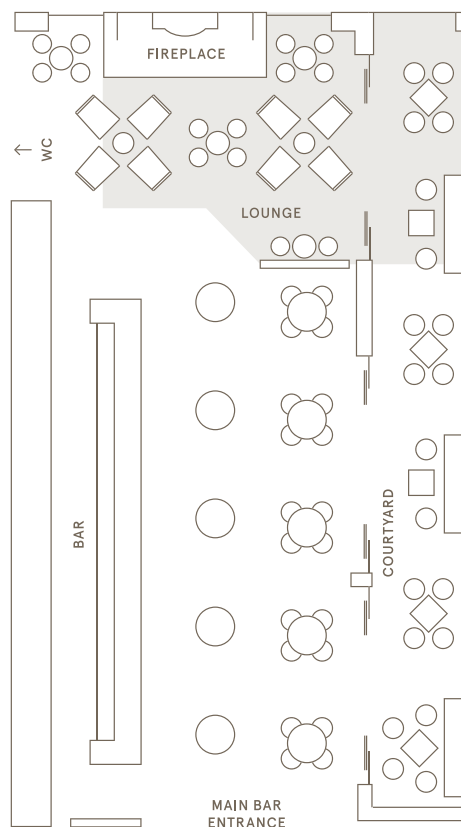
THE LOUNGE

The Lounge, located adjacent to the bar and featuring ample seating, fireplace and access to the heated courtyard can be booked exclusively for informal cocktail style events, accommodating up to 50 guests.

Main Bar 57m²

Lounge 36m²

Courtyard 35m²



LOUNGE
50 GUESTS

BOTANICAL HOTEL 



Menu

BOTANICAL HOTEL 

BREAKFAST

Please note all breakfast events of 30 guests and above will be offered an alternate serve cooked breakfast.

All breakfast menus include guests selection of one espresso coffee or tea and freshly squeezed orange juice.

CONTINENTAL

Served to the table to share
\$15 per person

HOT BREAKFAST

Continental breakfast plus your guests selection of hot item
\$40 per person

COCKTAIL BREAKFAST

Your selection of one shared item, two cold and two hot breakfast canapes
\$35 per person

PLATTERS

Cured Tasmanian salmon, roe,
creme fraiche, malt curmpets \$65
Seasonal fruit, organic Candlebark honey,
yoghurt \$65
Crudite, blue cheese, mixed olives \$65

BEVERAGE

Bloody Mary \$16
Botanical Mimosa \$14
Peach Bellini \$15
Freshly squeezed grapefruit juice \$7
Botanical green juice \$7
pink lady apple, cucumber, celery, spinach
Unlimited still & sparkling mineral water \$8pp

(v) Vegetarian

(gf) Gluten free

(df) Dairy free

(nf) Nut free

(ve) Vegan

(*gf) can be prepared gluten free

(*ve) can be prepared vegan

CONTINENTAL

SHARED TO THE TABLE

Original Benner-Bircher muesli, rolled oats, nuts, apple,
lemon, condensed milk v gf *ve

Soft boiled eggs, Kaiser roll, Grandma's ham
and Comte cheese

Burnham Beeches croissants and breakfast pastries v *ve

HOT BREAKFAST

SHARED TO THE TABLE

Continental breakfast as listed above

GUESTS SELECTION *Please select two*

Poached eggs, avocado, Woodside goats curd,
spelt toast *gf *ve

Eggs Atlantic, cured Tasmanian salmon, poached eggs,
hollandaise, fish crackling *gf

Lime panna cotta, granola, pressed melon v gf

Raw kale, sprouting greens, brown rice, avocado,
soft boiled egg v *gf

Chilli scrambled eggs, Blue Swimmer crab, samphire v *gf

Steak and eggs, O'Connor pasture fed porterhouse,
fried eggs, English brown sauce *gf \$5pp supplement

COCKTAIL BREAKFAST

SHARED *Please select one*

Burnham Beeches croissants; plain, Grandma's ham
and gruyere cheese or tomato, mozzarella, fresh basil

Assorted Danishes *ve

Vegemite and gruyere scrolls v

COLD *Please select two*

Lime panna cotta, granola, berries gf

Pressed melon skewers, honey, organic yoghurt v gf

Cauliflower fritters, tomato kasoundi v ve

Chia pudding, coconut yoghurt, acai cups v ve

Spelt toast, avocado mousse, goats cheese v *gf

HOT *Please select two*

Croque Monsieur

Steamed egg buns

Fried black pudding, brioche, gribiche

Ricotta, parmesan and spinach puffs v

Mini beef bagels, pickled cabbage, Dijon mustard

DINING

GROUP MENU

2 course | \$75 per person

3 course | \$95 per person

Includes fresh bread and your guests selection of espresso coffee or tea to finish.

All events of 40 guests and above will be offered an alternate serve menu.

Tailored menus from our full a la carte menu are also available. Please ask your Event Manager for details.

Menu is seasonal and subject to change

CANAPÉS ON ARRIVAL

Select from the canapé menu (page 11)

4 canapés | \$16 per person

5 canapés | \$20 per person

FRESHLY SHUCKED OYSTERS

Natural or served with shallot and red wine vinaigrette

Oysters | \$5 each or \$55 per doz

ADDITIONAL SIDE DISHES

Please ask your Events Manager for a list of additional seasonal side dishes

SWEET BITE SIZED TREATS

Chef selection, two per person \$6pp

Lemon Madeleine, one per person \$4pp

Macarons, one per person \$4pp

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(gf) Gluten free

(df) Dairy free

(nf) Nut free

(ve) Vegan

(*gf) can be prepared gluten free

(*ve) can be prepared vegan

ENTRÉE

Local bay calamari, preserved lemon, fennel, shallot, parsley gf df

Orecchiette, braised lamb, goats cheese, lemon, mizuna nf

Tomatoes, ripe melon, cucumber, salted ricotta gf nf *ve

Optional

Steak tartare, bitter leaves, shoestring fries gf

\$4pp supplement

Prawn cocktail, sauce Marie Rose, avocado,

butter lettuce gf \$6pp supplement

MAIN

Humpty Doo Barramundi, grilled asparagus, lentils, cracked wheat, sorghum nf df *gf

250g O'Connor pasture fed porterhouse, MS4+, Gippsland Victoria, bearnaise, rocket gf nf

Leek tarte tatin, candied walnuts, curd, honey, Champagne butter v *ve

Optional

250g O'Connor pasture fed Scotch fillet, MS4+,

Gippsland Victoria \$10pp supplement

250g O'Connor pasture fed Eye fillet,

Gippsland Victoria \$10pp supplement

Roasted half Milawa chicken, green beans,

tarragon, jus gras nf df \$5pp supplement

King George Whiting \$5pp supplement

Add foie gras \$20 supplement

SIDES TO SHARE

Cos lettuce, classic vinaigrette, radish v gf

Shoestring fries v gf

DESSERT

Panna cotta, lime, tropical fruits, meringue gf nf

Chocolate olive oil cake, raspberry sorbet gf df

Chef's selection of cheese, fruit mince, crisp breads *gf

Optional

Salted caramel cheesecake, passionfruit,

fresh berries \$5pp supplement

Bombe Alaska gf \$10pp supplement

COCKTAIL

Our stylish cocktail events can be tailored to suit any occasion. Impress your guests with our selection of canapés, range of beverage packages and exclusive wine list.

We'll look after the details while you enjoy the party.

CANAPES

Your selection of hot, cold and dessert canapes to compliment your menu

\$32pp | 8 canapes pp

\$36pp | 9 canapes pp

\$40pp | 10 canapes pp

\$47pp | 12 canapes pp

COLD

Oysters natural, lemon, shallot vinaigrette

Kingfish ceviche, fennel, finger lime gf nf df

Pickled mussels, chives, pangrattato *gf nf df

Anchovy, roast peppers, charred sourdough df nf

Pork terrine, Dijon mustard, pickles df

San Daniele prosciutto wrapped asparagus gf df nf

Steak tartare, bottarga, charred sourdough df

Tomato, buffalo mozzarella, charred sourdough v *ve

Roast pumpkin and almond tartlet ve

Foie gras ganache, raspberry, brioche \$5pp supplement

HOT

Local calamari, preserved lemon aioli, parsley, shallot df nf

Roasted scallop, brown butter, pangrattato

Sesame prawn toast, chilli mayonnaise df nf

Albany Sardine, burger pickles, toast df nf

Wonder Pies braised brisket and red wine pie nf

Nduja salami and scamorza cheese toastie

Popcorn chicken, jalapeno mayonnaise nf

Chicken meatballs, gravy, crispy sage nf

Crumbed baby eggplant, aged balsamic v *gf *ve

Manchego and sweetcorn croquette v *gf

Ricotta, parmesan and spinach puffs v

Spiced cauliflower fritters, kasoundi ve

Wonder Pies vegan pie ve

Grilled lamb ribs, pickled celeriac \$2pp supplement

Zucchini flowers, almond curd, dukkah \$3pp supplement

GRAZING

Warm buttered lobster rolls \$10pp

Classic cheeseburger, gruyere, pickle, tomato relish \$9pp

Charred lamb cutlets, chimmichuri \$10pp

Pearl couscous, Woodside goats curd, charred greens ve \$8pp

Shoestring fries cones \$7pp

Fish fillet slider, jalapeno tartare, pickled cucumber \$9pp

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DESSERT

Lemon meringue pie nf

Salted caramel cheesecake nf

Chocolate truffles nf

Macarons gf

Carrot cake, royal icing gf ve

Scoops & Smiles gelato and sorbet Dixie cups gf *ve

Yoghurt and rose

Rum and raisin

Peanut butter and raspberry jam

Pomegranate and gin sorbet

Champagne sorbet

Negroni sorbet

Mini Magnums

White chocolate and yuzu

Salted caramel and dark chocolate

Passionfruit, pandan and white chocolate

Raspberry and dark chocolate

Violet crumble

SHARE PLATES \$150 EACH

Charcuterie, cured meats, house pickles, preserves and charred sourdough *gf

Crudite, red miso, anchovy and gorgonzola *ve

Chef selection of cheese, quince paste, fruit, preserves and charred sourdough v *gf *ve

OYSTER STATION

Selection of freshly shucked oysters, raw and cooked, condiments

Market Price

CHILLED SEAFOOD STATION

Selection of freshly shucked oysters, Albacore tuna, pickled mussels, Mooloolaba prawns, smoked octopus, scampi, spanner crab remoulade

\$35pp in addition to your canape selection, minimum 30 guests

CHARCUTERIE STATION

Selection of cured meats, house pickles, olives, caperberries, charred sourdough

\$25pp in addition to your canape selection, minimum 30 guests

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BOTANICAL HOTEL 



Beverage

BOTANICAL HOTEL 

BEVERAGE

BEVERAGE ON CONSUMPTION

Your selection of one sparkling wine, two white wines, two red wines, beer and non alcoholic beverages served for the duration of your event

Our staff can keep you informed of your account balance as required during your event

All beverages are subject to availability and price variations. Your Event Coordinator will confirm the current beverage on consumption list no later than seven days prior to your event

Botanical Hotel does not permit BYO

MINERAL WATER

Unlimited S.Pellegrino sparkling and Acqua Panna still mineral water for the duration of your event.

\$8 per person

SPARKLING

2016 Friends of Punch Rurale Petillant Naturel <i>Yarra Valley</i>	74
2018 Vinea Marson Prosecco <i>Alpine Valleys</i>	58
2012 Clover Hill Cuvee Blanc de Blancs <i>Piper's Brook</i>	128
NV Airlie Bank Brut <i>Yarra Valley</i>	48
NV Levrier Meslier Brut Cuvee Rose <i>Eden Valley</i>	98
NV Billecart-Salmon Brut Reserve <i>Mareuil-Sur-Ay</i>	165
NV Ruinart Brut Blanc de Blancs <i>Reims</i>	290

WHITE

2018 Paradigm Hill Riesling <i>Mornington Peninsula</i>	81
2018 Best's Great Western Riesling <i>Great Western</i>	60
2018 Powell & Son Riesling <i>Eden Valley</i>	65
2015 Max. Ferd. Richter Mulheimer Sonnenlay Riesling Trocken <i>Mosel</i>	95
2018 Moorooduc Estate Devil Bend Creek Chardonnay <i>Mornington Peninsula</i>	65
2018 Punt Road Chardonnay <i>Yarra Valley</i>	48
2016 Bass Phillip Estate Chardonnay <i>Gippsland</i>	165
2017 William Fevre Petit Chablis Chardonnay <i>Burgundy</i>	78
2018 Natural Cru Organic Sauvignon Blanc <i>Heathcote</i>	48
2018 Shaw & Smith Sauvignon Blanc <i>Adelaide Hills</i>	68
2018 Shadowfax Pinot Gris <i>Macedon Ranges</i>	60
2018 Punt Road Pinot Gris <i>Yarra Valley</i>	48
2017 Tornatore Etna Bianco Carricante <i>Sicilia</i>	88

ROSE

2019 Zilzie BTW Sangiovese Riesling Rose <i>Murray Darling</i>	55
2018 Somos Barbera Rose <i>McLaren Vale</i>	85
2018 Chateau des Bormettes Instinct Particulair Cinsault Grenache Rose <i>Provence</i>	95

BEVERAGE

BEVERAGE ON CONSUMPTION

Your selection of one sparkling wine, two white wines, two red wines, beer and non alcoholic beverages served for the duration of your event

Our staff can keep you informed of your account balance as required during your event

All beverages are subject to availability and price variations. Your Event Coordinator will confirm the current beverage on consumption list prior to your event

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MINERAL WATER

Unlimited S.Pellegrino sparkling and Acqua Panna still mineral water for the duration of your event

\$8 per person

RED

2019 Airlie Bank Pinot Noir <i>Yarra Valley</i>	49
2017 TarraWarra Estate Pinot Noir <i>Yarra Valley</i>	65
2017 The Wanderer Upper Yarra Pinot Noir <i>Yarra Valley</i>	130
2019 Cathedral by William Downie Pinot Noir <i>Cathedral Ranges</i>	79
2018 Moondarra Studebaker Pinot Noir <i>Gippsland</i>	75
2015 Geantet-Pansiot Pinot Fin Pinot <i>Burgundy</i>	170
2017 Punt Road Cabernet Sauvignon <i>Yarra Valley</i>	64
2013 Seville Hill Cabernet Sauvignon <i>Yarra Valley</i>	55
2014 Squitchy Lane Cabernet Blend <i>Yarra Valley</i>	72
2017 Sutton Grange Shiraz <i>Bendigo</i>	94
2014 Dalwhinnie Moonambel Shiraz <i>Pyrenees</i>	110
2016 Balnaves The Blend Cabernet Merlot <i>Coonawarra</i>	52
2017 Best's Great Western Bin No 1 Shiraz <i>Great Western</i>	68
2017 John Duval Plexus Shiraz Grenache Mourvedre <i>Barossa Valley</i>	86
2016 Andi Knauss Stumpfelbach Trollinger <i>Wurtemberg</i>	89
2018 Vinea Marson Sangiovese <i>Heathcote</i>	84

DESSERT

2016 De Bortoli Botrytis Semillon by Florence Broadhurst 375ml <i>Riverina</i>	58
2019 Wild One Moscato <i>Riverina</i>	44
2016 Crawford River Nektar Riesling 375ml <i>Henty</i>	120
2016 Gaudio Bricco Mondalino Malvasia di Casorzo <i>Piemonte</i>	90

TAP BEER & CIDER

Carlton Draught <i>Abbotsford</i>	5.5
Asahi Super Dry <i>Japan</i>	7.5
Balter XPA <i>Curumbin</i>	7
Stone & Wood Pacific Ale <i>Byron Bay</i>	6.5
Young Henrys Cloudy Apple Cider <i>Newtown</i>	6.5

OTHER

Coca Cola Soft Drinks	4
S.Pellegrino Sparkling Mineral Water 1L	10
Acqua Panna Still Mineral Water 1L	10
Basic Spirits	10

BEVERAGE

STANDARD BEVERAGE PACKAGE

Your selection of one sparkling, two white and two red wines served alongside a selection of two beers or ciders and soft drinks

2 hr duration \$40 pp

3 hr duration \$50 pp

4 hr duration \$60 pp

5 hr duration \$70 pp

6 hr duration \$80 pp

All beverages are subject to availability. Your Event Coordinator will advise current selection prior to your event

MINERAL WATER

Unlimited S.Pellegrino sparkling and Acqua Panna still mineral water for the duration of your event

\$8 per person

SPARKLING

NV Fork and Spoon Sparkling Cuvee *Murray Darling*

NV Airlie Bank Brut *Yarra Valley*

WHITE

2019 Earthworks Riesling *Eden Valley*

2018 Punt Road Chardonnay *Yarra Valley*

2019 Twin Islands Sauvignon Blanc *Marlborough*

2018 Redbank The Long Paddock Pinot Grigio *King Valley*

ROSE

2019 Zilzie BTW Sangiovese Riesling Rose *Murray Darling*

RED

2019 Airlie Bank Pinot Noir *Yarra Valley*

2016 Balnaves The Blend Cabernet Merlot *Coonawarra*

2016 Redbank The Long Paddock Shiraz *King Valley*

2018 Earthworks Tempranillo *McLaren Vale*

BEER & CIDER

Carlton Draught *Abbotsford*

Stone & Wood Pacific Ale *Byron Bay*

Prickly Moses Otway Light **375ml** *Barongarook*

Young Henrys Cloudy Apple Cider *Newtown*

NON ALCOHOLIC

Coca Cola Soft Drinks

BEVERAGE

PREMIUM BEVERAGE PACKAGE

Your selection of one sparkling, two white and two red wines served alongside a selection of two beers or ciders and soft drinks

2 hr duration \$50 pp

3 hr duration \$60 pp

4 hr duration \$70 pp

5 hr duration \$80 pp

6 hr duration \$90 pp

All beverages are subject to availability. Your Event Coordinator will advise current selection prior to your event

MINERAL WATER

Unlimited S.Pellegrino sparkling and Acqua Panna still mineral water for the duration of your event

\$8 per person

SPARKLING

2014 Redbank Ellora Sparkling Cuvee *King Valley*

2016 Primo Estate Secco Prosecco *McLaren Vale*

WHITE

2016 Chaffey Bros Not Your Grandma's Riesling
Eden Valley

2018 Moorooduc Estate Devil Bend Creek Chardonnay
Mornington Peninsula

2018 Natural Cru Sauvignon Blanc *Heathcote*

2018 Shadowfax Pinot Gris *Macedon Ranges*

2016 Yalumba Organic Viognier *Eden Valley*

ROSE

2018 Rockford Alicante Bouchet Grenache
Tintorera Rose Barossa Valley

RED

2017 TarraWarra Estate Pinot Noir *Yarra Valley*

2016 Georges Deboeuf Beaujolais Villages
Gamay Noir *Burgundy*

2017 Punt Road Cabernet Sauvignon *Yarra Valley*

2017 Glaetzer Wallace Shiraz Grenache *Barossa Valley*

2015 Antinori Santa Christina Sangiovese *Tuscany*

2016 Calibre Malbec *Mendoza*

BEER & CIDER

Stone & Wood Pacific Ale *Byron Bay*

Balter XPA *Curumbin*

Carlton Draught *Abbotsford*

Prickly Moses Otway Light **375ml** *Barongarook*

Young Henrys Cloudy Apple Cider *Newtown*

NON ALCOHOLIC

Coca Cola Soft Drinks

BEVERAGE

SOMMELIER'S BEVERAGE PACKAGE

Your selection of one sparkling, two white and two red wines served alongside a selection of two beers or ciders and soft drinks

2 hr duration \$60 pp
3 hr duration \$70 pp
4 hr duration \$80 pp
5 hr duration \$90 pp
6 hr duration \$100 pp

All beverages are subject to availability. Your Event Coordinator will advise current selection prior to your event

MINERAL WATER

Unlimited S.Pellegrino sparkling and Acqua Panna still mineral water for the duration of your event

\$8 per person

SPARKLING

2018 Vinea Marson Prosecco *Alpine Valleys*

NV Piper's Brook Sparkling Brut *Piper's River*

NV Hanging Rock Sparkling Brut Rose *Macedon Ranges*

WHITE

2018 Powell & Son Riesling *Eden Valley*

2015 Max. Ferd. Richter Mulheimer Sonnenlay
Riesling Trocken *Mosel*

2018 Savatere Ferere Cadet Chardonnay *Beechworth*

2017 William Fevre Petit Chablis Chardonnay *Burgundy*

2018 Mount Nelson Sauvignon Blanc *Marlborough*

2017 Tornatore Etna Bianco Carricante *Sicilia*

ROSE

2018 Bass Phillip Pinot Noir Rose *Gippsland*

2018 Chateau des Bormettes Instinct Particulaire
Cinsault Grenache Rose *Provence*

RED

2018 Moondarra Studebaker Pinot Noir *Gippsland*

2017 Sutton Grange Shiraz *Bendigo*

2017 John Duval Plexus Shiraz Grenache Mourvedre *Barossa*

2016 Prunotto Occhetti Nebbiolo D'Alba *Piemonte*

2013 Solar Viejo Rioja Reserva Tempranillo Graciano *Castilla*

2016 Cape Mentelle Wallcliffe Merlot Petit Verdot
Margaret River

BEER

Stone & Wood Pacific Ale *Byron Bay*

Carlton Draught *Abbotsford*

Asahi Super Dry *Japan*

Prickly Moses Otway Light **375ml** *Barongarook*

Young Henrys Cloudy Apple Cider *Newtown*

NON ALCOHOLIC

Coca Cola Soft Drinks

COCKTAILS

ON ARRIVAL

Your selection of up to two cocktails to be served on arrival

BOTANICAL COCKTAILS

Created by our talented team of bar tenders

BESPOKE

Bespoke cocktails designed to suit the style and theme of your event. Please ask your Event Coordinator for more information

ON ARRIVAL

Aperol Spritz	15
Aperol, prosecco, soda	
Montenegro Spritz	15
Montenegro, soda, sparkling wine, orange	
Beekeeper	15
Bourbon, honey, bitters, absinthe	
Irish Collins	15
Jameson, lemon, sugar, soda	
Gin Fix	15
Seasonal fruit, gin, lemon, sugar	
Bellini	15
Peach puree, sparkling wine, lemon, sugar	
Daiquiri	15
Rum, lime, sugar	

BOTANICAL COCKTAILS

Pistolero	21
Herradura Reposado tequila, Absinthe, sparkling wine, lemon	
Honey's in Season	20
Vodka, honey, orange, prosecco, bitters	
Apricot Spritz	20
Apricot brandy, white rum, sparkling wine, soda	
Amaretto Fizz	20
Amaretto, egg white, lemon, soda	
Army & Navy	20
Bombay Sapphire gin, lemon, Orgeat, bitters	
Barrel Aged Negroni	22
Amontillado Sherry barrel aged Negroni	
Hot Toddy	22
Dewars blended scotch, ginger, honey, lemon	
Woodford Old Fashioned	22
Woodford Reserve bourbon, maple, Woodford Reserve bitters	
Rum 'N Raisin	20
Coruba black rum, Licor 43, Pedro Ximenez, cream	
Espresso Martini	20
Vodka, Kahlua, espresso	



INFORMATION & BOOKING FORM

BOTANICAL HOTEL 

ROOM SIZES

Alfresco	28m ²
Archer	51m ²
Private Dining	30m ²
Main Bar	57m ²
Brasserie	105m ²
Lounge	36m ²
Courtyard	35m ²

PARKING AND PUBLIC TRANSPORT

There is ample street parking available around the Botanic Gardens, Domain Road and Anderson Street. Please note that parking restrictions do apply Monday through Sunday. In addition Pay Stay Parking is available on Birdwood Avenue.

If you wish to take Public Transport you can take the number 58 tram and disembark at stop number 123; Fawkner Park on the corner of Park Street and Domain Road.

AUDIO VISUAL REQUIREMENTS

An additional charge of \$200 for use of any Audio Visual needs is applicable when hosting a private event at Botanical Hotel.

PRIVATE DINING ROOM

Nightlife Music (house music)
55"LED Display mobile trolley, including
HDMI, VGA and USB input
Wireless microphone
4x Martin 4" ceiling speakers

ARCHER ROOM

iPod input
Nightlife Music (house music)
55"LED Display mobile trolley, including
HDMI, VGA and USB inputs
Wireless microphone
2x Martin AQ8 two-way passive
loudspeakers

LOUNGE

Nightlife Music (house music)
55"LED Display mobile trolley, including
HDMI, VGA and USB input
Wireless microphone

BRASSERIE

Nightlife Music (house music)
55"LED Display mobile trolley, including
HDMI, VGA and USB inputs
Wireless microphone

ALFRESCO

Nightlife Music (house music)
55"LED Display mobile trolley, including
HDMI, VGA and USB inputs
Wireless microphone

TERMS & CONDITIONS

Tentative bookings will be held for a period of three (3) days only. At which time the booking will be released if a signed copy of the terms and conditions along with deposit has not been received.

Reservations will only be confirmed on receipt of a signed copy of the terms and conditions, and deposit.

HOURS & DURATION

Please see your Events Coordinator should you wish to book an event outside of the hours listed below. Increased minimum spends may apply.

Breakfast	7am - 10am
Lunch	12pm - 4pm
Dinner	6pm or later

DEPOSIT

	Breakfast	Lunch	Dinner
Private Dining Room	\$200	\$200	\$200
Archer Room	\$200	\$500	\$500
Alfresco	POA	\$200	\$200
Lounge	POA	\$500	\$500

MINIMUM SPENDS

Functions must adhere to the stipulated minimum food and beverage spend. The minimum spend includes any food and beverages consumed or purchased at the event.

JAN – OCT	Breakfast	Lunch	Dinner
Private Dining Room	\$400	\$1,500	\$1,500
Archer Room	\$800	\$2,000	\$2,500
Alfresco	POA	POA	POA
Lounge	POA	\$1,500	\$1,500
Brasserie	POA	POA	POA
NOV — DEC	Breakfast	Lunch	Dinner
Private Dining Room			
Sun - Wed	\$400	\$2,000	\$2,200
Thu - Sat	\$400	\$2,000	\$2,500
Archer Room			
Sun - Wed	\$800	\$2,500	\$3,500
Thu - Sat	\$800	\$2,500	\$4,500
Alfresco	POA	POA	POA
Lounge	POA	\$2,000	\$2,000
Brasserie	POA	POA	POA

CONFIRMATION OF ATTENDANCE

Anticipated guest numbers are required fourteen (14) days prior to your event. Payment will be based on final catering numbers provided three (3) working days prior to event or attendee numbers on the day, whichever is greater.

BYO POLICY

No food or beverage of any kind will be permitted to be brought into Botanical Hotel for consumption, with the exception of celebration cakes.

A service fee of \$5 will be charged per guest for serving of celebration cake.

CATERING REQUIREMENTS

All guests attending the event must be catered for by selecting one of Botanical Hotel's catering packages.

Menu and beverage selections are required fourteen (14) days prior to your event. Should selections not be advised in time, Botanical Hotel will make every endeavour to honour your choices, however some substitutions may be required.

Botanical Hotel reserves the right to substitute menu items of a similar quality without notice, due to, but not limited to, supplier shortages and seasonal change. Botanical Hotel reserves the right to substitute selected beverages with beverages of equal value if the preferred selection is unavailable.

With prior notice, all dietary requirements will be catered for with a modified or separate meal.

Special dietary requirements must be communicated to Botanical Hotel fourteen (14) days prior to the event.

RESPONSIBLE SERVICE OF ALCOHOL

Botanical Hotel adheres to responsible service of alcohol legislation. All staff are trained in the Liquor Licensing Accredited 'RSA – Responsible Service of Alcohol' and by way of law may refuse to serve alcohol to any person who they believe to be intoxicated. Any intoxicated person will be removed from the venue. In accordance with liquor licensing laws of Victoria, minors (under 18) are only permitted on the premises in the direct company of their parent or legal guardian and must not consume alcohol.

ENTERTAINMENT AND AV FACILITIES

It is the organiser's responsibility to ensure that any external AV equipment or devices such as iPod's, DVD's etc are compatible with Botanical Hotel's in house equipment. You may test any of this equipment at a mutually convenient time prior to the event. Approval by management at Botanical Hotel is required should the organiser wish to hire a band, DJ or any other form of entertainment. Sound restrictions apply.

SET UP AND DELIVERY

External audio-visual and production companies are required to make contact with Botanical Hotel event staff seven (7) working days prior to the event.

The event host should ensure event staff are advised of all goods to be delivered and that they are adequately marked with the contact name, date of the event and contact number. All equipment must be removed at the conclusion of the event unless previously arranged with Botanical Hotel event staff.

Confetti, sparklers, rose petals or party poppers are not permitted unless approved by Botanical Hotel management.

DAMAGES AND CLEANING

Organisers are financially responsible for any damage to the building, furniture or property during and immediately following the event, including any costs for repair or replacement at current market price. The organisers of the function are responsible for damage caused by their guests, external contractors or agents prior to, during and after the event.

CANCELLATION POLICY

Refunds are made on a pro-rata basis;

3+ MONTHS

\$300 Administration fee

1-3 MONTHS

Deposit forfeited

LESS THAN 1 MONTH

Deposit forfeited plus cancellation fee equivalent prior to event to 10% of total estimated food and beverage charges (based on final numbers provided).

LESS THAN 2 WEEKS

Deposit forfeited plus cancellation fee equivalent prior to event to 50% of total estimated food, beverage and AV charges (based on final numbers provided).

LESS THAN 1 WEEK

Deposit forfeited plus cancellation fee equivalent prior to event to 75% of total estimated food, beverage and AV charges (based on final numbers provided).

CONTENT OF EVENT

If Botanical Hotel has reason to believe that any event will affect the smooth running of the venue, its security or reputation, the management reserves the right to cancel at its discretion without notice or liability. Some events may require security which will be advised at the time of booking.

CLIENT RESPONSIBILITY

Botanical Hotel will not be held responsible for the loss of or damage to property left on premise prior to, during or after an event. The guest is required to inform all relevant persons involved in the organisation of the event, including colleagues or contactors of Botanical Hotel's Terms and Conditions outlined herein.

PRICE VARIATIONS

Every endeavour is made to maintain our prices as originally quoted to you however, they are subject to change. Should an increase occur, we will notify you immediately.

PUBLIC HOLIDAY SURCHARGE

Events held on a public holiday will incur a surcharge of 10% on all food and beverage items.

CREDIT CARD SURCHARGE

All payments made by Visa or Mastercard will incur a 1% surcharge, and payment made by Amex will incur a 1.5% surcharge.

BOOKING FORM

PAYMENT

Payment to be finalised by cash or credit card on the day, at the conclusion of the event or prior to the event taking place.

Total catering charges will be based on final confirmed numbers provided three days prior or actual attendance on the day, whichever is greater.

MINIMUM SPENDS

Functions must adhere to the stipulated minimum food and beverage spend. The minimum spend includes any food and beverages consumed or purchased at the event.

JAN – OCT	Breakfast	Lunch	Dinner
Private Dining Room	\$400	\$1,500	\$1,500
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Lounge	POA	\$2,000	\$2,000
Brasserie	POA	POA	POA

BANK DETAILS

Commonwealth Bank Australia
Botanical Hotel
BSB 063 010
Account 1387 4339

Event date

____ / ____ / ____
DAY MONTH YEAR

Arrival time

Anticipated

guest numbers

Reserved space

Minimum food & beverage spend

Occasion

Company

Contact

Phone

Email

By signing this acceptance form, I understand and accept the above listed Terms and Conditions including all deposit and cancellation policies.

Signature

Deposit Payment

☐ Cash

☐ Direct Deposit

☐ Credit Card

☐ Visa

☐ Mastercard

☐ Amex

Please note a 1% surcharge applies to all Visa and Mastercard payments, and a 1.5% surcharge applies to all Amex payments

Deposit Due

(refer to page 22)

Name on Card

Card Number

____ / ____
MONTH YEAR CCV

BOTANICAL HOTEL 

BOTANICAL HOTEL

169 DOMAIN ROAD
SOUTH YARRA
VIC 3141

—
T: +61 3 8644 4041

—
EVENTS@BOTANICALHOTEL.COM.AU

—
BOTANICALHOTEL.COM.AU

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 instagram.com/botanicalhotel