



LES HUGHES FUNCTION ROOM

ROYAL DERBY HOTEL
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**ROYAL
DERBY
HOTEL**

LES HUGHES FUNCTION ROOM

DESCRIPTION

This completely private function room is a warm and welcoming space. Boasting glittering chandeliers, artistic wall décor and polished boards, with an abundance of space for a DJ & dancefloor. The Function Room leads out onto the terrace where your guests can enjoy our beautiful beer garden.

Up to 90 standing

Up to 45 sitting

Function Duration 5.5hrs

FACILITIES

Stylish space with versatile floor plan,

Access to beer garden

Access to bar

Lounge area with plenty of standing space.

65" Television with USB,

Free use of speaker system & microphone for DJ or iPod.



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CATERING

STANDARD PLATTER - \$80

(Choice of 5 items, approx. 45 pieces)

Mini spring rolls w sweet chilli sauce
Vegetable samosas
Wedges w sour cream sweet chilli
Gourmet mini meat pies
Sesame seed crumbed chicken pieces
Fried pork wonton
Mini chicken dim sim
Baked mini quiches

Serves approximately 8-10 ppl

SPIT ROAST - \$15 PP

(Min 30 guests)

Pork spit roast
Turkish bread rolls
Coleslaw
Gravy

+\$100-\$150 spit/chef hire fee
1 roll per person
Ask us about other meat options or
roast veggies

GOURMET PLATTER - \$90

(Choice of 5 items, approx. 45 pieces)

Barbecued lamb skewers
Thai satay chicken skewers
House made mini pizzas
Arancini balls
Spinach and feta filo
Garlic chicken balls
Japanese style tempura battered prawns
Cajun spiced calamari rings
Spiced halloumi

Serves approximately 8-10 ppl

MINI HOT DOGS

with...

Sauerkraut, cheddar cheese, ketchup and mustard
\$75 - 30 piece platter
\$135 - 60 piece platter



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FUNCTION EXTRAS

MUSIC AND ENTERTAINMENT

In-House DJ	- \$550 (5.5hrs)
Karaoke Jukebox	- \$300
DJ equipment hire (decks)	- \$150
Trivia Host	- \$650 (2.5hrs)
Photobooth	- \$450 (3hrs)
Photographer	- \$350 (3.5hrs)

DECORATIONS

Balloons	
100 x Helium Balloons	- \$150 each
Balloon Trees	Price dependent on number of balloons
Helium Numbers	- \$35 each (gold or silver)
Giant Confetti Balloons	- \$65 each
Numbered Lighting	- \$200

EXTRA SERVICES

Tea & Coffee	
Percolated Coffee Station	- \$70
Instant Coffee Station	- \$50
Cake Cutting	- \$50

Ask your function coordinator for a more detailed package of extra services we offer.



Lucy's 21st



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TERMS AND CONDITIONS

A \$200 deposit will confirm your booking. This deposit goes towards the food for the event.

Once a booking has been confirmed, the “Function Terms and Conditions” must be signed and returned within two weeks.

DAMAGES & LIABILITY

The host will be financially liable for any damage sustained to the venue and its contents and property prior to, during or after the event by the client, guests or contractors engaged by the event.

CANCELLATIONS, DATE AND ROOM CHANGES

The \$200 deposit used to book the function room will be forfeited if the function is cancelled within 1 month of the event date unless another booking is made.

There is a \$100 fee for:

- room and date changes for all functions
- DJ cancellations
- Photobooth and/or photographer cancellations for all functions at Royal Derby Hotel

All cancellations, room and date changes must be lodged in writing and confirmed with the Functions and Event coordinator.

PAYMENTS

Credit Card or Eftpos

Payments can be made over the phone with card, all incur a surcharge (1.99%)

Bank Transfer

You may prefer to bank transfer the deposit to:

Account Name: Duncredi Pty Ltd

BSB: 013423

ACC: 264998273

CONFIRMATION OF NUMBERS AND MENU SUBMISSION

Final numbers and menu choices including allergies must be confirmed 1 week prior to the event by the host of the function.



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TERMS AND CONDITIONS

FOOD AND BEVERAGE REGULATIONS

Celebration cakes, homemade desserts and chips, nuts and lollies in factory sealed bags are permitted. Royal Derby Hotel does not take any responsibility for cakes that are damaged before, during or after your event. Any food left in your function room including cakes will be discarded at the end of the night.

Royal Derby Hotel does not hold a B.Y.O license and no beverages brought from outside the venue will be permitted, alcoholic or otherwise. Gifted alcohol is to be placed behind the bar and returned to the host at the end of the night.

RESPONSIBLE SERVICE OF ALCOHOL

Staff of the Royal Derby Hotel practice Responsible Service of Alcohol, and by law reserves the right to refuse the supply of alcoholic beverages to any guest attending the function who breach the Liquor Licensing Laws of Victoria. All patrons who appear to be under the age of 25 are required to have proof of age identification and will be asked for ID at the door. Those who do not have identification will be refused the supply of alcoholic beverages.

We accept the following forms of ID:

- Australian Drivers License
- Victorian Learners Permit
- Proof of Age Card
- Keypass Card
- Passport

SECURITY

The Royal Derby Hotel reserves the right without liability to exclude or manage patrons who breach any policies or legal responsibilities. These matters will be dealt with in a professional and civilised manner.

MINORS AND LICENSE RESTRICTIONS

Children under the age of 18 years are permitted to attend the function in the company of their guardian. Children attending the event are the responsibility of the host and the guests. Persons under the age of 18 are under no circumstance permitted to consume alcohol.

It is the responsibility of the host to inform all their guests about the Terms and Conditions of Royal Derby Hotel and the conditions of the event. The Royal Derby Hotel is not responsible for lost property. Management has the right to change terms and conditions of all functions. Signing this form will mean that you agree with the Terms and Conditions Royal Derby Hotel has provided. A parent signature is required for 21st Birthday parties only.



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