



18th & 21st Birthday Parties at Capalaba Sports Club

Thank you for considering Capalaba Sports Club for your birthday party.

Capalaba Sports Club prides itself on delivering fantastic service at great prices.
We have menus to suit all budgets.

Our outstanding food, relaxed atmosphere and convenient location has given us a reputation as being one of the top function venues in the Redland District.

Capalaba Sports Club's function room has it's own private entrance, ambient lighting and a fully serviced bar.
Our function room is designed to accommodate all your event needs.

Call us to discuss your party, as we pride ourselves on our ability to cater for any individual requirements.

For further information please contact our Functions Manager, Kelly Regenet on 07 3390 3011.

Capalaba Sports Club
113 Ney Road, Capalaba Qld 4157 or
Ph: (07) 33903011 Fax: (07) 38231068
Email: functions@capalabasportsclub.com.au
Web: www.capalabasportsclub.com.au

Room Hire

Additional Hour (Fri)	Additional Hour (Sat)	18 th & 21 st Birthday Parties (Sat)	18 th & 21 st Birthday Parties (Mon-Fri)
\$40	\$80	\$420 (5 Hours)	\$340 (5 hours)

Audio Visual

Data Projector and Screen	\$30.00
Microphone and PA System	\$20.00
Whiteboard	\$20.00
IPOD	\$50.00 (Please note a security deposit of \$300 is required should you wish to use our IPOD)

Decorations

Individual Balloons*	\$2.20 each
Balloon Bunch of 3 with weight*	\$9.50 each
Balloon Bunch of 5 with weight*	\$13.50 each
Tea light holders	\$2.00 each
Table Overlay	\$3.00 each
Chair Covers with Sash	\$5.00 each
Entire Room decorated	\$120.00
Linen Napkins	\$1.50 each

*Please note printed balloons attract an additional fee of \$0.20 each

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PLATTERS

A Platter caters for approximately ten (10) people as an appetiser

Hot Platter Menu #1

\$70 per platter—select 5 items

Honey Satay wings
Spring rolls
Sausage Rolls
Assorted mini pies
Vegetarian Samosas
Spicy Meatballs
Tempura Garlic Prawns
Fish Goujons

Hot Platter Menu #2

\$85 Per Platter—Select 5 items

Battered Prawns
Crumbed Camembert
Mini Quiches
Salt & Pepper Calamari
Chicken Kebabs
Chicken Puff Pastry
Spicy Meatballs
Spring Rolls

Antipasto Platter

\$60 Per Platter

Marinated vegetables
Dips and cheese
Olives

Sandwich Platter

\$60 Per Platter

Mixed Meat and Salad Sandwiches

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BEVERAGES

You can choose to have a beverage package, bar tab or for your guests to pay cash on consumption.

*Bar will cease to operate fifteen (15) minutes prior to the end of your function

Beverage Package #1

\$20.50 per person

Beverages served for 5 hours

Tap Beer
House Red and White Wine
Soft Drinks
Orange Juice

Beverage Package #2

\$25.50 per person

Beverages served for 5 hours

Tap Beer
Premium Red and White Wine
Sparkling Wine
Soft Drinks
Orange Juice

Beverage Package #3

\$30.50 per person

Beverages served for 5 hours

Tap Beer
Premium Red and White Wine
Sparkling Wine
Basic House Spirits
Soft Drinks
Orange Juice

Beers

(Please select two beers to be served on tap)

Carlton Mid, Hahn Premium Light, Hahn Super Dry , Tooheys New, Tooheys Old, Tooheys Extra Dry, VB, XXXX Bitter, XXXX Gold

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TERMS AND CONDITIONS

BOOKINGS

Tentative bookings will be held for seven (7) days, after which time the room hire fee is required to secure the venue. It is the clients responsibility to confirm the tentative booking otherwise it is automatically cancelled after the seven (7) day period.

In the event a second party becomes interested in the date/room you will be contacted and asked to make a decision within 24 hours otherwise the date/room may be released.

A signed copy of our terms and conditions is required to confirm all bookings along with a deposit of \$400.

ROOM HIRE

Please note room hire includes security which is compulsory for all 18th and 21st birthday parties.

Your room hire fee is not a deposit on catering as this is a separate cost.

Closing times on all functions are as follows: Sunday to Thursday 11.00pm & Friday and Saturday is 12am.

FINAL NUMBERS

Confirmation of the number of guests attending your function is required at least (7) days prior to the event. Charges will be based on the final numbers advised at this time or the numbers on the night, whichever is greater.

PUBLIC HOLIDAYS

A surcharge of 15% applies to all public holidays to both room hire and the catering.

PAYMENT METHOD

The account for the catering is to be paid in full seven days prior to the function. You may, at the discretion of the Function Manager pay for your bar tab on the night. You can pay by credit card or cash. Credit card details may be requested to hold on file for security reasons.

CANCELLATIONS

All cancellations must be made in writing to the Function Manager. The following cancellation fees apply.

CANCELLATION	REFUND AMOUNT
3 months – 6 months	Full refund
30 days - 3 months	70% of deposit refunded after re-booking of the room
29 days - 8 days	50% of deposit refunded after re-booking of the room
7 days - 49 hours	No refund on deposit and 50% of other expenses refunded
48 hours or less	No refunds

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OTHER POLICIES

Any damages sustained during the course of the function will be payable by the organiser of the function. Strictly no confetti, party poppers, glitter or rice to be used on the premise. Scatters are accepted.

18th & 21st BIRTHDAY PARTIES

18th and 21st Birthdays will require a \$250 security deposit that will be refundable if there are no breakages or damages. All 18th and 21st birthday parties require a complete guest list prior to the function and only those on the list will be permitted to enter the function room. Please advise your guests if they cannot produce ID they will be refused entry, this is to prevent any gatecrashers. All 18th and 21st birthday parties require the presence of a security guard, this cost is included in the room hire. The security guards shift will begin half an hour before the start time of your event and will end once all guests have vacated the function room. The security guard has the right to inspect any bags upon entry to the function room.

A minimum number of platters applies to 18th and 21st birthday parties and is as follows:

40 guests	3 platters
50 guests	4 platters
60 guests	5 platters
70 guests	6 platters
80 guests	7 platters
90 guests	8 platters
100 guests	9 platters
110 guests	10 platters
120 guests	11 platters
130 guests	12 platters
140 guests	13 platters

SMOKING

The Clubs designated smoking areas must be observed by all guests.

PRICES AND TERMS

While we endeavour to maintain all prices as printed, they are subject to change. Please consider this when booking your event well in advance.

CHILDRENS MENU PRICES

Children under three (3) years of age are free of charge. Children under twelve (12) years of age are 50% of the package price, with the exception of finger food packages where no discounts apply. Children are welcome at the club. Children must be supervised by an adult at all times.

BEVERAGES AND FOOD

Capalaba Sports Club is a licensed venue therefore guests are not permitted to bring their own beverages or food of any type onto the premise. A minimum amount of food is applicable to all functions, please discuss this with the Function Manager.

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LICENSING AND RSA POLICY REQUIREMENTS

All guests of the Capalaba Sports Club including those attending functions are subject to the clubs house policy regarding responsible service of alcohol. All guests are subject to ID checks and if unable to produce valid ID (Australian driver’s license, 18+ card or passport) they may be refused service. In the event of underage drinking or supply of alcohol to underage persons both the underage individual and the individual who is found to be supplying the person with alcohol will be asked to leave the function as well as the club premises.

In the event of guests being found unduly intoxicated or disorderly, in accordance with the clubs house policy, that guest will asked to leave club premises.

As part of our house policy, and in conjunction with our legal obligations to provide responsible service, we require a minimum amount of food be purchased when holding events at the club. This amount is based on the number of guests and will be advised by the Function Manager at the time of your booking confirmation. As a requirement of the club and licensing, every under 18 year old is to be accompanied by a parent or legal guardian at all times.

LOSS AND DAMAGE TO PERSONAL PROPERTY

The Capalaba Sports Club will not except responsibility for any loss or damage of property or merchandise left on the premise prior to, during or after the function. The client will be held responsible for property loss or damage to the Capalaba Sports Club and shall be financially responsible for such property loss or damage.

I accept the above Terms and Conditions of the Capalaba Sports Club.

Client Name _____ Date _____

Signature _____

Manager _____ Date _____