



SHAMROCK
HOTEL

FUNCTIONS

If you're starting to plan a function, you will notice that there are a lot of details that need to be organised. Wouldn't it be great to have some of that stress taken off you, with the help of a professional who can tailor your event to match the style you want to project.... and keep everything within your budget.

The Shamrock Hotel offers two function rooms suitable for all occasions, including conferences, awards and presentation nights, birthdays, engagement parties, weddings, Christmas parties, and many more. We offer seating from 20 to 120, and cocktail style set-up for up to 200 guests. Each room has independent access, car parking facilities, private bars and is wheelchair friendly.

We can also help with arranging all the little things that are so important to making your special event a huge success. We are here to help and are happy to assist with organising cakes, music, decorations, photos and theming.

FUNCTION ROOMS

THE PAVILION

The Pavilion is located adjacent to the main Hotel, and is the largest of our two function rooms. The Pavilion has beautiful wooden exposed beams which give the room a warm and unique atmosphere, differentiating it from most other venues in Mackay. The Pavilion is the perfect location for a cocktail party, wedding reception, large seated dinners or corporate events.

The Pavilion also features its own bar with beer on tap, small deck area, toilet facilities and parking. As well as the latest Nightlife music system, providing you with the option to pick your music and playlist from 1000's of songs.

Capacity:

Banquet	120
Banquet with dance floor	100
Cocktail	200
U-Shape	50
Theatre	120

THE GARDEN VIEW

The Garden View function room is attached to our motel reception, in a separate building to the main Hotel. Due to its location, this room offers more privacy, and is a much more intimate function room. The Garden View room is perfect for corporate dinners and conferences, training sessions or a small cocktail party in a friendly atmosphere. It also features its own bar, toilet facilities and parking.

Capacity:

Banquet	40
Cocktail	70
U-Shape	25
Theatre	50

Both rooms have wireless, hand-held microphones available, which play through speakers spread throughout the room. They also have portable data-projectors and screens for your slide show presentations and iPod and smart phone connectivity for your own music selections.

INCLUSIONS & PRICING

Pavilion \$250 per day

Garden View \$200 per day

Included in your room hire are the following:

- Discounted accommodation rates for your guests on the night of your function
- Large round tables or long trestle tables for the perfect room setting
- Full set up on the day with cutlery, crockery and glassware
- Professional and well presented wait staff
- Full clean up after your event
- Dance floor (Pavilion room only)
- Linen included (8 tables)

For corporate events, we also have:

- Whiteboard
- Flip chart
- Presentation table
- Power board and extension leads
- Water station

In addition to the items listed above, the Shamrock also has the following items available for hire at an additional cost:

Extra linen: \$5 per table

Lectern: \$20 per day

PA system: \$50 per day

Data projector and screen: \$80 per day

Conference call equipment: \$80 per day

Corporate services:

Black and white printing: 20c per A4 page

Colour printing: 50c per A4 page

Fax: 50c per page

Please note that our function bars have a minimum spend requirement before they will be opened. Please speak to our Function Manager for further information. Alternatively, if the minimum spend will not be reached, but you still wish the bar to be opened, a dedicated staff member can be provided for \$30.00 per hour, with a minimum of two hours.

BREAKFAST

BREAKFAST BUFFET 1

\$14.90 per person
(minimum 30 people)

CONTINENTAL

Assorted pastries, muffins and croissants
Toast and condiments
Variety of juices
Selection of cereal and muesli
Natural yoghurt
Fresh sliced fruit platter
Coffee and tea

BREAKFAST BUFFET 2

\$24.90 per person
(minimum 30 people)

CONTINENTAL

Assorted pastries, muffins and croissants
Toast and condiments
Variety of juices
Selection of cereal and muesli
Natural yoghurt
Fresh sliced fruit platter
Coffee and tea

HOT

Grilled tomato with cheese and herbs
Scrambled eggs
Grilled bacon rashers
Breakfast sausages
Sautéed mushrooms
Hash browns

MORNING OR AFTERNOON TEA

(Pricing is per person/ per session)

HOT BEVERAGE

Freshly brewed coffee and a selection of teas \$ 2.50
continuous all day \$ 6.50

COOKIES

Add home baked cookies \$ 4.50
Vanilla Shortcake, Chocolate Chip, Walnut Biscuit and Anzac Biscuits

FRUIT

Fresh seasonal fruit platter \$ 6.50

CHEESE PLATE

Selection of cheeses \$ 4.80
Served with dried fruit and cheese crackers

COLD BEVERAGE

Fresh orange juice \$ 9.90 per jug (6 glass)
Soft drinks \$ 9.90 per jug (6 glass)

LIGHT LUNCH MENU

LIGHT LUNCH 1

ASSORTED SANDWICH PLATTER

\$15 per person

(Minimum of 10 people)

Chicken and mayonnaise

Shaved ham, tomato and cheese

Egg, lettuce and mayonnaise

Roasted and grilled vegetables with pesto

Mild Hungarian Salami, sliced tomato and chipotle mayonnaise

LIGHT LUNCH 2

ASSORTED WRAPS, BAGUETTES & SANDWICHES

\$20 per person

(Minimum of 10 people)

Chicken and mayonnaise

Shaved ham, tomato and cheese

Egg, lettuce and mayonnaise

Roasted and grilled vegetables

Mild Hungarian Salami, sliced tomato and chipotle mayonnaise

COMPLETE PACKAGES

HALF DAY PACKAGE

\$24.90 per person/per day

Morning or afternoon tea

Freshly baked cookies: Vanilla Shortcake, Chocolate Chip, Walnut Biscuit and Anzac Biscuits

Continuous tea and coffee

Plated lunch (served in the Terrace area)

Will be based on per person – 2 choices

(Create your own set menu - choose two dishes from the selection below -alternate drop)

Pre-order required: Meals will be served within a 15 minute window

Chicken Wrap

Grilled chicken thigh marinated in chimichurri w avocado, red onion, lettuce, tomato and spiced red pepper aioli

Salt & Pepper Calamari

Hand cut & dusted in our salt & pepper spice mix served with chips & salad, lemon aioli and chips

Super Food Salad

Sun-ripened cherry tomatoes with roasted red peppers, red onion, quinoa, roasted sweet potato, almonds, basil, green leaf salad, topped w/ kale crisps & a red-wine vinegar dressing (V,GF)

Steak Sandwich

Grain fed 150g rib fillet, bbq onion, Swiss cheese, pickle, tomato, lettuce & BBQ sauce served on Thick white bread

Gourmet Black Angus Beef Burger

180g Prime Angus Beef Pattie, cheddar, lettuce, tomato, grilled onion & BBQ sauce.

COMPLETE PACKAGES

FULL DAY PACKAGE

\$31 per person/per day

Morning tea (freshly baked assorted danishes)
Continuous tea and coffee

Plated lunch (served in the Terrace area)
Up to 15 delegates, order taken at morning tea
16 delegates and over, alternate drop
Select 2 options from below:

Chicken Wrap

Grilled chicken thigh marinated in chimichurri w avocado, red onion, lettuce, tomato and spiced red pepper aioli

Salt & Pepper Calamari

Hand cut & dusted in our salt & pepper spice mix served with chips & salad, lemon aioli and chips

Super Food Salad

Sun-ripened cherry tomatoes with roasted red peppers, red onion, quinoa, roasted sweet potato, almonds, basil, green leaf salad, topped w/ kale crisps & a red-wine vinegar dressing (V,GF)

Steak Sandwich

Grain fed 150g rib fillet, bbq onion, Swiss cheese, pickle, tomato, lettuce & BBQ sauce served on Thick white bread

Gourmet Black Angus Beef Burger

180g Prime Angus Beef Pattie, cheddar, lettuce, tomato, grilled onion & BBQ sauce.

Afternoon tea

Freshly baked Cookies: Vanilla Shortcake, Chocolate Chip, Walnut Biscuit and Anzac Biscuits

PLATTER MENU

All of our platters cater for 10 people

POTATO WEDGE PLATTER - \$28

Potato wedges with sweet chilli sauce and sour cream

SWEET POTATO WEDGE PLATTER - \$48

Sweet potato wedges with aioli

ASIAN PLATTER - \$48

Selection of steamed and fried, pork buns, spring rolls, vegetable samosas and beef dim sims

Served with soy and sweet chilli sauce

SKEWER PLATTERS – \$45

(20 PIECES)

Chicken with satay sauce

Lamb kofta with lime and coriander yoghurt

Grilled prawn with a Thai soy dressing

Mixed platter 24 pieces \$50

AUSSIE PLATTER - \$48

Selection of premium cocktail pies and sausage rolls

Served with tomato sauce

MEZZA PLATTER - \$48

Kabana, tasty cheese cubes, olives and french onion dip

Served with grilled Turkish bread

PLATTER MENU

SEAFOOD PLATTER - \$65

Coconut crumbed prawns, crumbed reef fish strips, salt & pepper calamari, and fries, served with lemon aioli and tartare sauce

PIZZA PLATTERS

BBQ meat lovers \$32

Margarita \$25

Ham and pineapple \$30

SLIDER PLATTERS 18 PIECES

Chicken, lettuce, tomato and aioli \$60

Pulled pork Bourbon BBQ sauce and slaw \$60

Beef, cheese, mustard and ketchup \$60

SANDWICHES PLATTER ASSORTED - \$48

Chicken and mayonnaise

Shaved ham, tomato and cheese

Egg, lettuce and mayonnaise

Roasted and grilled vegetables

Mild Hungarian Salami, sliced tomato and chipotle mayonnaise

DESSERT PLATTERS

WARM CINNAMON DUSTED CHURROS - \$48

with chocolate dipping sauce

CHEESE PLATTER: SELECTION OF CHEESES - \$48

Served with dried fruit and cheese crackers

FRUIT PLATTER - \$48

Selection of fresh seasonal fruit

PROFITEROLES - \$48

Selection of mini flavoured profiteroles

PREMIUM COCKTAILS

(Minimum of 30 people)

\$20 per person

CHOOSE A SELECTION OF 5 ITEMS:

Goats cheese and caramelised onion tart

Mini beef wellingtons with horse radish cream

Mushroom arrancini nap sauce and parmesan

Crumbed camembert with cranberry sauce

Petit king Prawn cocktail with marie rose

Oysters kilpatrick / mornay

Oysters natural

Lime dusted S&P squid shoe string fries and aioli

Crumbed fish cocktails shoe string fries and tartare

Thai beef salad with bean shoots, peanuts and Thai dressing

Chicken Caesar salad

Coconut crumbed prawns, shoe string fries and tartare sauce

BUFFETS

BBQ BUFFET MENU

\$29.90 per person

(Minimum of 30 people)

A Selection of white & wholemeal loaves and rolls with butter

BBQ

Satay chicken skewers with satay sauce

Pork chipolatas with baked apple

Marinated rib fillet 150gm steaks

Baked salmon citrus butter

Served with :

Barbequed onions/ mushrooms

Hot buttered corn on the cob fresh

Herb roasted potato

SALADS

Garden salad

Coleslaw

Chutneys, sauces and condiments

DESSERT

Extra \$7 per person

Chef selection of canape desserts. Assorted cakes, mousses and creams

TEA AND COFFEE

Selected teas and coffee – continuous

BUFFETS

PREMIUM BUFFET MENU

\$32 per person

(Minimum of 30 people)

Caesar salad

Garden salad

Superfood salad

Kabana, tasty cheese cubes, olives, basil pesto served with grilled Turkish bread

Selected condiments and dressings

Baker's basket of bread and rolls

HOT SELECTION (select 3)

Char grilled Atlantic salmon with salsa verde

Roast pork with crispy crackling and apple sauce

Chicken breast pocketed with spinach, feta and sun-dried tomato served with a garlic cream and chives

Whole roasted beef sirloin with pan made grain mustard beef gravy

Vegetarian lasagne

Baked barramundi with asian broth

Served with:

Steamed vegetables

Herb roasted potato

Pepper and honey roast pumpkin

DESSERT

Extra \$7 per person

Chef selection of canape desserts. Assorted cakes, mousses and creams

TEA AND COFFEE

Selected teas and coffee – continuous

BUFFETS

CARVERY BUFFET MENU

\$28.90 per person

(Minimum of 30 people)

COLD SELECTION

Coleslaw

Garden Salad

Baker's basket of bread and rolls

HOT SELECTION (select 3)

Roast leg of lamb marinated with rosemary and garlic

Roast pork with crispy crackling and apple sauce

Roast beef with seeded mustard and cracked pepper

Lemon and thyme roasted chicken maryland

Vegetarian skewers

Served with :

Herb roasted potatoes

Pepper & honey roasted pumpkin

Market steamed buttered vegetables

Rich brown gravy

DESSERT

Extra \$7 per person

Chef selection of canape desserts. Assorted cakes, mousses and creams

TEA AND COFFEE

Selected teas and coffee – continuous

PLATED MENU

DINNER PLATED MENU

2 course Entrée & Main \$40

3 course Entrée, Main & Dessert \$45

(Minimum 20 people)

Bread rolls served with all meals

ENTREE (select 2)

Burrata Vine ripened tomato, basil, red onion, fresh basil, mozzarella cheese and aged balsamic

Lamb kofta, minted yoghurt grilled flat bread and a tomato and cucumber salad

Thai beef Salad

Dip plate with bread

Poached salmon salad served with radish, chat potato, asparagus spears and a lemon crème fraiche

Grilled haloumi with tomato basil and balsamic reduction

MAIN (select 2)

Baked herb and butter crusted barramundi on thyme rosti with warm tomato and green bean salad

150gm eye fillet on a grilled field mushroom with roast chats and bernaise sauce

3 ratatouille arrancini balls served on tomato coulis with fried basil and parmesan

Crispy pork belly on rosti potato with a roast apple and sage compote

Chicken breast pan fried served on rosti with asparagus, swiss browns and pan juices

Lamb shank braised in tomato, rosemary and beef glaze served on creamy mash

DESSERT (select 2)

Double chocolate cake with rich chocolate sauce

Raspberry New York cheesecake

Pavlova with fresh fruits and cream

Traditional apple pie and cream

Fresh fruit platter

TEA & COFFEE

Selected teas and coffee – continuous

DINNER PLATED MENU

\$35 per person

(Minimum 20 people)

MAINS SELECTION (select 2)

Baked herb and butter crusted barramundi on thyme Rosti with warm tomato and green bean salad

Beef medallion 150gm on a grilled field mushroom with roast chats and béarnaise sauce

3 ratatouille arrincini balls served on tomato coulis with fried basil and parmesan

Crispy pork belly on Rosti potato with a roast apple and sage compote

Chicken breast pan fried served on Rosti with asparagus, Swiss browns and pan juices

Lamb shank braised in tomato, rosemary and beef glaze served on creamy mash

DESSERT SELECTION (select 2)

Double chocolate cake with rich chocolate sauce

Raspberry New York cheesecake

Pavlova with fresh fruits and cream

Traditional apple pie and cream

TERMS & CONDITIONS

1. Confirmation of events is required in writing. Any tentative bookings not confirmed within 14 days of the booking being made, may be released at the discretion of the Shamrock Hotel's management. To confirm an event, the room hire amount is required within 14 days and the credit card authorization slip must also be completed (for security purposes only) and this document signed and returned.
2. Final numbers, catering menus and beverage selection must be confirmed 14 days prior to event date, although minor changes to this may be accepted up to 24 hours before the event at management's discretion.
3. Full payment for your event must be received no later than 7 days prior to your event date. Any additional spending on the event date must be paid in FULL at the completion of the event. Credit card details will be retained by the Shamrock Hotel until the full and final balance is receipted.
4. All prices may be subject to change after 60 days. Every possible effort is taken to maintain prices, but these are subject to change at management's discretion.
5. The Shamrock Hotel must first approve any advertising undertaken for an event. We reserve the right to refuse any private event advertising. The Shamrock Hotel reserves the right to terminate any event booking and retain the deposit paid where the event organiser breaches these conditions.
6. The client shall remain responsible at all times for any loss or damage to the property of the Shamrock Hotel caused by the client, guests and invitees. Please note we are extremely careful when looking after guests and their property. Unfortunately, we cannot take responsibility for the damage or loss of items, before, during and after an event. The client is liable for the action of their invitees and any damage or losses incurred during the event. Any costs will be invoiced directly to the client.
7. The Shamrock Hotel's management reserves the right to refuse entry from any guest to an event regardless of a name on the guest list when deemed necessary without liability. Management also reserves the right to refuse service and/or to remove patrons from the premises for unruly behaviour and showing signs of intoxication as determined at management's discretion.
8. Decorative materials or fancy dress themed events must first be confirmed with the Shamrock Hotel's management. NO glitter, sparkles or confetti of any kind are to be used in the function rooms. If you wish to use them, a \$100 cleaning fee applies.
9. Any prior access to event room will need to be confirmed and approved no less than 24 hours prior to the event date.
10. The Shamrock Hotel has a live entertainment permit however there are restrictions on noise levels. All entertainment (e.g. bands, DJ's or performers) are subject to prior approval by the Shamrock Hotel's management.
11. Room hire will be non-refundable upon payment should you choose to cancel your function. The room hire is transferable if a revised date is confirmed 30 days prior to your booked function date. Should the event be cancelled within 48 hours of event date, 100% of food cost will be charged in addition.

TERMS & CONDITIONS

12. No food or beverages of any kind are permitted to be brought to the function by the client or invited guests.
13. Should the management of the Shamrock Hotel deem it necessary to provide security; such cost will be passed onto the client.
14. Management reserves the right to close the bar when it deems necessary.
15. Any facilities and setup photography taken of the event by venue photographers remain the property of the venue and may be used in marketing and promotional material without the consent of the hirer. Where photos include guests, the venue will seek permission for the use of the photos by the individuals present and the venue hirer.

DETAILS & PAYMENT AUTHORITY

Date: _____

Client name: _____ Phone number: _____

Event date: _____ Time: _____ Guests: _____

Deposit: Credit card details below must be completed

Credit card no: _____ Expiry date: _____

Name on card: _____ Card type: _____

Client signature: _____ Date: _____

Our Privacy Policy explains how we comply with the requirements of the Privacy Act and how we protect your personal information. It outlines who we collect information from; the types of personal information collected; how this information is collected and held; the purposes for which this information is collected, held, used and disclosed; how you can gain access to your personal information and seek its correction; how you may inquire or lodge a complaint about our collection, handling, use or disclosure of your personal information and how that complaint or inquiry will be handled; and whether we are likely to disclose your personal information to any overseas recipients.

Our Privacy Policy can be found at www.redcape.com.au and if you have any queries, you can contact our Privacy Officer at privacy@redcape.com.au.