



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...

& keep everything within your budget.

The Shamrock Hotel offers two function rooms suitable for all occasions, including conferences, awards & presentation nights, birthdays, engagement parties, weddings, Christmas parties, & many more. We offer seating from 20 to 120, & cocktail style set-up for up to 200 guests. Each room has independent access, car parking facilities, private bars & are 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 & are happy to assist with organising cakes, music, decorations, photos & theming.

FUNCTION ROOMS

THE PAVILION

The Pavilion is located adjacent to the main Hotel, & is the largest of our two function rooms. The Pavilion has beautiful wooden exposed beams which give the room a warm & 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 & parking. As well as the latest Nightlife music system, providing you with the option to pick your music & playlist from thousands 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, & is a much more intimate function room. The Garden View room is perfect for corporate dinners & conferences, training sessions or a small cocktail party in a friendly atmosphere. It also features its own bar, toilet facilities & 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 & screens for your slide show presentations & iPod & smart phone connectivity for your own music selections.

INCLUSIONS & PRICING

Pavilion \$250 per day
 \$300 per night
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 & glassware
- Professional & 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 & 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 & screen: \$80 per day

Conference call equipment: \$80 per day

Corporate services:

Black & 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.

Minimum spend requirements are: Pavilion \$750, Pavilion pre wedding \$1500. 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 \$50.00 per hour, with a minimum of two hours.

BREAKFAST

BREAKFAST BUFFET 1

\$14.90 per person
(minimum 30 people)

CONTINENTAL

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

BREAKFAST BUFFET 2

\$24.90 per person
(minimum 30 people)

CONTINENTAL

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

HOT

Grilled tomato with cheese & 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 & a selection of teas \$ 3.50
continuous all day \$ 6.50

COOKIES

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

FRUIT

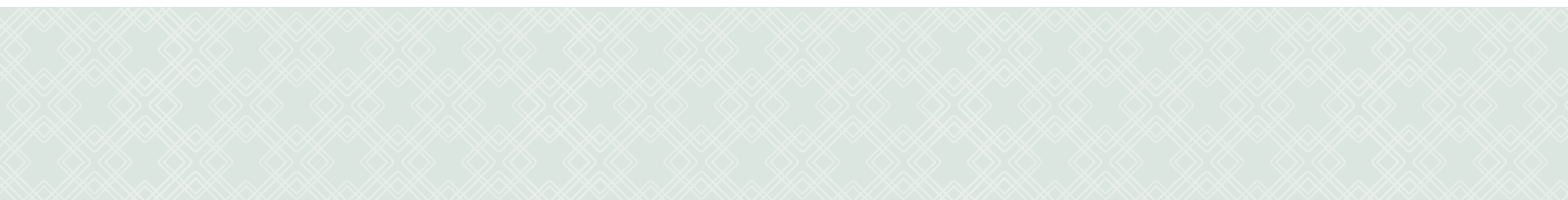
Fresh seasonal fruit platter \$ 6.50

CHEESE PLATE

Selection of cheeses \$ 4.80
Served with dried fruit & 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 & mayonnaise

Shaved ham, tomato & cheese

Egg, lettuce & mayonnaise

Cheese & salad

Mild Hungarian salami, sliced tomato & chipotle mayonnaise

LIGHT LUNCH 2

ASSORTED WRAPS, BAGUETTES & SANDWICHES

\$20 per person

(Minimum of 10 people)

Chicken & mayonnaise

Shaved ham, tomato & cheese

Egg, lettuce & mayonnaise

Cheese & salad

Mild Hungarian salami, sliced tomato & 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 & Anzac Biscuits

Continuous tea & coffee

Plated lunch (served in the Terrace area)

Up to 15 delegates, order taken at morning tea

16 delegates & over, alternate drop

Select 2 options from below:

Steak Sandwich

Rump steak, onion jam, Swiss cheese, tomato, lettuce, & BBQ sauce served on thick cut toast

Portuguese Chicken Wrap

BBQ chicken thigh with cucumber, red onion, fresh coriander & baby cos, topped with mint yoghurt

Classic Schnitzel

Crumbed fresh chicken breast, served with chips, salad & gravy

Gourmet Black Angus Beef Burger

180g Prime Angus pattie, cheddar cheese, tomato, onion, bacon & gherkins with tangy mayo

Salt & Pepper Squid

Hand cut & dusted in our spice mix, served with aioli dressing, chips & salad

Haloumi & Roast Pumpkin

Grilled haloumi, roast pumpkin, pine nut, roast peppers, green leaves & pesto dressing

Rosti Burger

Sweet potato rosti with baby spinach, pickled onion & tomato relish

Linguini Carbonara

Smoked bacon, mushrooms & chicken pieces, finished with garlic cream sauce & parmesan cheese

COMPLETE PACKAGES

FULL DAY PACKAGE

\$31 per person/per day

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

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

Steak Sandwich

Rump steak, onion jam, Swiss cheese, tomato, lettuce, & BBQ sauce served on thick cut toast

Portuguese Chicken Wrap

BBQ chicken thigh with cucumber, red onion, fresh coriander & baby cos, topped with mint yoghurt

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Hand cut & dusted in our spice mix, served with aioli dressing, chips & salad

Haloumi & Roast Pumpkin

Grilled haloumi, roast pumpkin, pine nut, roast peppers, green leaves & pesto dressing

Rosti Burger

Sweet potato rosti with baby spinach, pickled onion & tomato relish

Linguini Carbonara

Smoked bacon, mushrooms & chicken pieces, finished with garlic cream sauce & parmesan cheese

Afternoon Tea

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

PLATTER MENU

All of our platters cater for 10 people

MIXED SWEET POTATO & POTATO WEDGE PLATTER - \$65

Sweet potato wedges with aioli & potato wedges with sweet chilli sauce & sour cream

ASIAN PLATTER - \$85

Selection of steamed & fried curry puffs, spring rolls, vegetable samosas, beef dim sims & chicken satay skewers
Served with soy & sweet chilli sauce

MIXED SKEWER PLATTERS – \$90

(60 PIECES)

Chicken with satay sauce

Lamb with lime & coriander yoghurt

Teriyaki beef

AUSSIE PLATTER - \$75

Selection of premium cocktail pies, sausage rolls & mini quiches

Served with tomato sauce

MEZZA PLATTER - \$55

Kabana, tasty cheese cubes, & French onion dip

Served with grilled Turkish bread & toasted tortillas

SEAFOOD PLATTER - \$95

Coconut crumbed prawns, crumbed reef fish strips, salt & pepper calamari & chips

Served with lemon aioli & tartar sauce

PIZZA PLATTERS - \$35

BBQ Meat Lovers

Margarita

Ham & Pineapple

PLATTER MENU

SLIDER PLATTERS 18 PIECES - \$60

Chicken, lettuce, tomato & aioli

Pulled pork, Bourbon BBQ sauce & slaw

Beef, cheese, mustard & tomato sauce

SANDWICH PLATTER ASSORTED - \$48

Chicken & mayonnaise

Shaved ham, tomato & cheese

Egg, lettuce & mayonnaise

Cheese & salad

Mild Hungarian salami, sliced tomato & chipotle mayonnaise

DESSERT PLATTERS

WARM CINNAMON DUSTED CHURROS - \$48

Served with chocolate dipping sauce

PETITE PAVLOVALS - \$45

Served with fresh cream, berry compote & fresh strawberries

CHEESE PLATTER: SELECTION OF CHEESES - \$48

Served with dried fruit & cheese crackers

FRUIT PLATTER - \$48

Selection of fresh seasonal fruit

PETITE CHOCOLATE OR CARROT CAKE - \$48

PREMIUM COCKTAIL MENU

(Minimum of 30 people)

\$20 per person

CHOOSE A SELECTION OF 5 ITEMS:

Goats cheese & caramelised onion tart

Mini beef wellingtons with horse radish cream

Mushroom arrancini, Napoli sauce & parmesan

Crumbed camembert with cranberry sauce

Oysters kilpatrick / mornay

Oysters natural

Lime dusted S&P squid shoe string fries & aioli

Crumbed fish cocktails shoe string fries & tartar

Thai beef salad with bean shoots, peanuts & Thai dressing

Chicken Caesar salad

Coconut crumbed prawns, shoe string fries & tartar sauce

BUFFETS

BBQ BUFFET MENU

\$29.90 per person

(Minimum of 30 people)

A Selection of white & wholemeal loaves with butter

BBQ

Satay chicken skewers with satay sauce

Pork chipolatas with baked apple

Marinated rib fillet 150gm steaks

Beef rissoles with onion gravy

Served with :

Barbecued onions/ mushrooms

Fresh hot buttered corn on the cob

Herb roasted potato

SALADS

Garden salad

Coleslaw

Chutneys, sauces & condiments

DESSERT

Extra \$7 per person

Chef's selection of canape desserts: assorted cakes, mousses & creams

TEA & COFFEE

Selected teas & coffee – continuous

BUFFETS

PREMIUM BUFFET MENU

\$32 per person

(Minimum of 30 people)

Caesar salad

Garden salad

Superfood salad

Kabana, tasty cheese cubes, basil pesto served with grilled Turkish bread & toasted tortillas

Selected condiments & dressings

Baker's basket of bread & rolls

HOT SELECTION (select 3)

Char grilled Atlantic salmon with salsa verde

Roast pork with crispy crackling & apple sauce

Grilled chicken breast with garlic cream & chives

Whole roasted beef with pan made grain mustard beef gravy

Vegetarian lasagne

Baked barramundi with lemon ber blanc

Served with:

Steamed vegetables

Herb roasted potato

Pepper & honey roast pumpkin

DESSERT

Extra \$7 per person

Chef's selection of canape desserts: assorted cakes, mousses & creams

TEA & COFFEE

Selected teas & coffee – continuous

BUFFETS

CARVERY BUFFET MENU

\$28.90 per person

(Minimum of 30 people)

COLD SELECTION

Coleslaw

Garden Salad

Baker's basket of bread & rolls

HOT SELECTION (select 3)

Roast leg of lamb marinated with rosemary & garlic

Roast pork with crispy crackling & apple sauce

Roast beef with seeded mustard & cracked pepper

Lemon & 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's selection of canape desserts: assorted cakes, mousses & creams

TEA & COFFEE

Selected teas & 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 & aged balsamic

Lamb skewers, minted yoghurt grilled flat bread with a tomato & cucumber salad

Thai beef Salad

Dip plate with bread

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

Grilled haloumi with tomato basil & balsamic reduction

MAIN (select 2)

Baked herb & butter crusted barramundi, steamed chat potatoes with butter & fresh herbs with warm tomato & green bean salad

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

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

Crispy pork belly, steamed chat potatoes with butter & fresh herbs with a roast apple & sage compote

Pan fried chicken breast, steamed chat potatoes with butter & fresh herbs with asparagus, swiss browns & pan juices

Lamb shank braised in tomato, rosemary & beef glaze served on creamy mash & mushy peas

DESSERT (select 2)

Double chocolate cake with rich chocolate sauce

Raspberry New York cheesecake

Pavlova with fresh fruits & cream

Traditional apple pie & cream

Fresh fruit platter

TEA & COFFEE

Selected teas & coffee – continuous

DINNER PLATED MENU

\$35 per person

(Minimum 20 people)

Bread rolls served with all meals

MAINS SELECTION (select 2)

Baked herb & butter crusted barramundi, steamed chat potatoes with butter & fresh herbs with warm tomato & green bean salad

150gm eye fillet on a grilled field mushroom with roast chat potatoes & bernaise sauce

3 ratatouli arrincini balls served on tomato coulis with fried basil & parmesan

Crispy pork belly, steamed chat potatoes with butter & fresh herbs with a roast apple & sage compote

Pan fried chicken breast, steamed chat potatoes with butter & fresh herbs with asparagus, swiss browns & pan juices

Lamb shank braised in tomato, rosemary & beef glaze served on creamy mash & mushy peas

DESSERT SELECTION (select 2)

Double chocolate cake with rich chocolate sauce

Raspberry New York cheesecake

Pavlova with fresh fruits & cream

Traditional apple pie & cream

TEA & COFFEE

Selected teas & coffee – continuous

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 & the credit card authorization slip must also be completed (for security purposes only) & this document signed & returned. Minimum deposit of \$1000 required for weddings.
2. Final numbers, catering menus & 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 & final balance is received.
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 & 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 & invitees. Please note we are extremely careful when looking after guests & their property. Unfortunately, we cannot take responsibility for the damage or loss of items, before, during & after an event. The client is liable for the action of their invitees & 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 &/or to remove patrons from the premises for unruly behaviour & 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 & 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 & setup photography taken of the event by venue photographers remain the property of the venue & may be used in marketing & 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 & 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 & how we protect your personal information. It outlines who we collect information from; the types of personal information collected; how this information is collected & held; the purposes for which this information is collected, held, used & disclosed; how you can gain access to your personal information & seek its correction; how you may inquire or lodge a complaint about our collection, handling, use or disclosure of your personal information & how that complaint or inquiry will be handled; & whether we are likely to disclose your personal information to any overseas recipients.

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