

SUGAR GUM

FUNCTIONS & EVENTS



Located near Melton in Hillside, Victoria, Sugar Gum Hotel is the ideal venue for all your special occasions. We cater to both seated and cocktail-style functions, offering tailored food and beverage packages to suit any event, big or small.

With private and semi-private areas available, our versatile spaces are perfect for corporate functions, birthday celebrations, weddings, engagements, or social gatherings. Whether you're planning an intimate dinner or a lively cocktail party, our venue is designed to create unforgettable experiences.

At Sugar Gum Hotel, we pride ourselves on delivering exceptional customer service and meticulous attention to detail. Our experienced team ensures every aspect of your event is handled professionally, so you can relax and enjoy the occasion.

PRICING STRUCTURE

SET MENU *Minimum 20 adults*

2 Course - \$60pp

Pick 2 entrée & 2 main **OR** 2 main & 2 dessert

3 Course - \$70pp

Pick 2 entrée, 2 main & dessert

Kids Platters - \$20pp

FINGER FOOD *Minimum 35 adults*

5 Items - \$48pp

Choose any 5 Items from our finger food selection to be accompanied and complimented by a selection of sauces.

NOTE: All function meals are to be chosen 10 days prior to the function date. Set menu meals are served 50/50. The host is to designate a time for the first course to be served and although we will endeavor to accommodate late arriving guests the chefs will prepare for the time specified.



FINGER FOOD

5 Items - \$48

COLD

- ☐ **Mini tart**, crème fraiche, smoked salmon, chives
- ☐ **Bruschetta**, Yorkshire pudding, medley tomato, young herbs
- ☐ **Caprese salad**, fresh tomato, bocconcini, basil cold press olive oil
- ☐ **Salami**, cheddar cheese, olive skewers
- ☐ **Mini mix sandwich**
Chicken pesto, cheese and tomato, avocado and lettuce
- ☐ **Bread and Dip**
Rustic bread, beetroot hummus

HOT

- ☐ **Arancini Milanese**, pumpkin, herbs, wild roquette and basil pesto
- ☐ **Mini lasagne cups**
- ☐ **Mini Beef Burger**
- ☐ **Buffalo wings**
- ☐ **Chicken Bao Bun**
- ☐ **Gourmet Pie and Sausage**
- ☐ **Calamari**

ADD ON

- ☐ **Fruit platter - \$100**
Freshly sliced seasonal fruit elegantly arranged platter
- ☐ **Grazing board - \$250**
Freshly sliced seasonal fruit with local and imported cheeses served with water crackers, nuts, fruit and bread





SET MENU

2 Course - \$60pp | 3 Course - \$70pp

ENTREE

BUFFALO WINGS (8) (agf) - Crispy fried wings, chipotle aioli w buffalo sauce

PUMPKIN ARANCINI (v) - w roasted pumpkin, herbs, kewpie mayo, pecorino

CALAMARI (gfo, agf) - Flash fried calamari w tartare & dressed leaves

PRAWN SPRING ROLLS (i)

MAIN

ATLANTIC SALMON (gfo) - Pan seared salmon fillet w pumpkin & mushroom arancini, dressed leaves, chat potatoes, medley of tomato salad and romesco

LEMON PEPPER CALAMARI (gfo) - w tartare, fries & salad

TUSCAN CHICKEN (gfo) - Grilled chicken breast w sauteed field mushroom, charred halloumi & tomato medley on mash potato w garlic chilli prawns

RED GUM PORTERHOUSE 300gm (gfo) Additional \$10

MEDITERRANEAN VEAL STACK - crumbed veal, Mediterranean grilled vegetables, feta cheese w mash potato & mushroom sauce

CHICKEN & BACON LINGUINI CARBONARA (agf) - chicken, bacon, poached egg, linguini w creamy garlic sauce

CHICKEN PARMA - double smoked ham, melted mozzarella, napoli sauce

DESSERT

TIRAMISU

NEW YORK CHEESECAKE

BLACK FORREST

KIDS PACKAGES

SET MENU OPTION - \$20^{pp}

Choose 2 dishes from kids menu, includes ice cream.

PLATTER OPTION - \$20^{pp}

Selection of 2 items from Finger food options.



TERMS & CONDITIONS

The following terms and conditions apply in respect of the above-listed Function to the exclusion of any other terms and conditions:

STANDARD BOOKING CONDITIONS

- Window covering is not permitted and any items that you wish to adhere to windows must be pre approved by the functions coordinator.
- To book 21st Birthday Functions, the hosts are to meet with the functions coordinator to discuss the hotel criteria for such occasions. \$150.00 will be charged per extra security guard required, this amount being non-refundable.
- Blu tac and/or 3M hooks are only to be used on walls.
- Glitter, confetti or table sprinkles are not permitted. A \$100 clean up fee will apply if used.
- Additional charges apply for Public Holidays.

CONFIRMATION OF BOOKINGS

Any tentative bookings are held for a maximum period of 7 days (or such lesser period of time at the sole discretion of the Venue) after which the booking will automatically be released if this confirmation form together with deposit payment has not been received by the Venue management.

To confirm the Client's booking, the Client is required to pay a deposit of \$10 per person and return to the Venue a copy of this Agreement signed by the Client. The Venue is bound by this Agreement upon its receipt of the Client's deposit, the Venue's receipt of a copy of this agreement signed by the Client, and the Venue's authorised officer signing this Agreement. Prior to confirming any booking, the Venue reserves the right to obtain a copy of the Client's identification (ie. passport, driver's licence) upon its request.

FINAL GUEST NUMBERS

Should the Client wish to have additional guests attend the function in excess of the Approximate Guests ("Additional Guests"), it may request the Venue allow such Additional Guests for the function no later than 14 working days in advance of the day of the function. Client is required to obtain the approval of the Venue for Additional Guests for the function. The Venue will not unreasonably withhold its approval to a request for Additional Guests. Final guest numbers on which all charges will be based must be given 14 days prior to the day of the function. All catering must be paid in full prior to the day of function. If the Client fails to notify the Venue of its final number of guests attending the function within such time period, the final number of guests for the function shall be deemed to equal the Approximate Guests number previously advised by Client plus any Additional Guests approved by the Venue. Prices quoted are based on the Approximate Guests number attending the function. Should the final numbers for the Client's function fall by more than 10% of the Approximate Guests number, the costs quoted in this Agreement may need to be redesigned or a slippage fee may apply, as determined in the Venues' sole discretion. If the Client wishes to discuss the slippage conditions, please don't hesitate to speak to Venue management to go over available options.

CATERING

The Venue requires confirmation of menus 14 working days prior to the function, including any special dietary requirements of particular guests. Final guest numbers for the function must also be specified within the same time frame. Venue management will consider the final numbers given as the basis for the minimum amount to be invoiced to the client for the function. The Venue is licensed to cater for all food and beverage consumed by guests on the premises. No food or beverages can be brought onto the premises without the approval of Venue management. At the discretion of the Venue Manager, the Venue may permit cakes of a celebratory nature.

CANCELLATIONS

All deposits are non-refundable.

DAMAGE

The Client will be responsible for any and all damage or injury to any person or property caused by its accessories, agents and or guests. The Client will be liable for the costs of repairs or replacement (in the sole discretion of the Venue) of any furniture, equipment or landscaping the Venue reasonably deems was damaged by the Client, its accessories, agents and or guests in connection with the function and the Client accepts responsibility for such costs.

FIRE SAFETY

For the safety of all, fire exits, aisles, doorways including entrances are to be kept clear at all times.

LIQUOR LICENSING REQUIREMENT

The Venue and function area is fully licensed so no alcohol is permitted to be brought onto the premises. Venue management reserves the right to exclude or remove any objectionable person/persons from a function in accordance with the Liquor Control Act of Victoria. Venue management reserves the right to refuse admission to any or all other areas of the venue in accordance with Liquor Control Act of Victoria. Offensive behavior will not be tolerated at any time during a function at the Venue. The Venue is committed to the responsible serving of alcohol to provide a safe and friendly environment for our guests and staff and abide by our legal obligations under the Liquor Control Reform Act 1998. The Venue management reserves the right to close down the function if the behaviour of guests becomes unacceptable. Guests who are considered to be intoxicated will not be served any alcohol and will be required to leave the Venue. Staff will offer to call a taxi for any guests requesting this service. Should the function be closed down and/or guests be required to leave the Venue, the Client shall not be entitled to any refund of monies paid, nor shall the Client be released from nor entitled to any reduction to, the fees and charges payable by Client to the Venue under the terms of this Agreement.

COMMENCEMENT/VACATION OF FUNCTION AREA /ROOMSThe Client agrees to commence the function at the scheduled time and to have guests, invitees and other persons vacate the designated area at the contracted time. Please make allowances when booking to include set-up and breakdown times of all function areas, as a surcharge may apply to extend the booking.

RISK IN PROPERTY

The Venue will not accept responsibility for damage or loss of the Client's, its accessories, agents and or guests property left prior to, during or after a function. Goods left after a function without prior agreed arrangements with Venue management will be at Clients' own risk. The balance payment for the function (including for all food catering for the final number of guests) is required 14 days prior to the date of the function. Any beverage accounts, the cost of additional food ordered or any other additional charges in connection with the function ("Additional

Charges") must be settled by the conclusion of the function by cash, EFTPOS, credit cards (AMEX, Visa and Mastercard). Upon the request of the Venue, Client shall provide the Venue with a credit card and the Client irrevocably gives authority for Venue to charge such credit card for any Additional Charges incurred.

SECURITY DEPOSIT/BOND

The Venue reserves the right to charge the Client a Security Deposit of up to \$500 as security against the Client's liabilities to the Venue under this Agreement. The Venue will inform the Client if a Security Deposit is required. If a Security Deposit is paid to the Venue, it will be refunded to the Client on the day after the function should the Client have no outstanding liabilities owing to the Venue under this Agreement.

ADDITIONAL OBLIGATIONS

Client agrees to conduct the function in an orderly manner and in full compliance with all applicable laws governing the State of Victoria. At the completion of the function, Client will remove all their belongings placed within the Venue.

SMOKING

Smoking is not permitted within the venue. Outdoor smoking facilities are available.

TERMS OF PAYMENT

Payment can be made by cash, bank cheque, EFTPOS, credit cards (AMEX, Visa and Mastercard).

ACCEPTANCE

I (Client) accept the terms and conditions as set out above:

Client Signature / Client Authorised Officer Signature:_____

Client name:_____

Date:_____

Accepted by the Venue:

Venue Authorised Officer Signature:_____

Venue Authorised Officer Name:_____

Date:_____

CONTACT US

Terms and Conditions Apply for all functions.

**Book an appointment with our
function manager today:**

P (03) 9449 0455

E sugarguminfo@mrc.net.au

W sugargumhotel.com.au

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