



SEMINARS

at the Country Club Sanctuary Cove



SANCTUARY COVE
GOLF AND COUNTRY CLUB



Meeting Rooms

The Pines / Palms Private Dining Room

Perfect for the more intimate seminar or boardroom meeting the Pines & Palms Private Dining Rooms feature wood panelling and a terrace with views to the golf course. They are also able to be combined for larger groups.

The Grill Room

The Grill Room opens up onto a large outdoor terrace surrounded by overlooking stunning gardens and is perfect for larger groups.

Michael's Restaurant

Michaels Restaurant provides the perfect setting for a working lunch for smaller meetings.

The Cove Room

Adjacent to our Recreation Centre the Cove Room provides space and privacy.

The Grand Entrance Hall

The Grand Entrance Hall is pure opulence. The Hall provides the perfect setting for welcome cocktails, presentation / award dinners and the like.

*All function rooms are air-conditioned

Room Capacities & Hire Charges

	Seating Capacity	Room Hire
The Pines	Theatre – 30 Classroom – 20 U Shape – 15 Banquet - 30	\$200.00 per day
The Palms	Theatre – 30 Classroom – 20 U Shape – 15 Banquet - 30	\$200.00 per day
The Pines / Palms Combined	Theatre – 80 Classroom – 50 U Shape – 40 Banquet - 60	\$300.00 per day
The Grill Room	Theatre – 130 Classroom – 70 U Shape – 50 Banquet - 110	\$300.00 per day
Michaels Restaurant		Subject to availability
The Cove Room	Theatre – 100 Classroom – 50 U Shape – 40 Banquet - 80	\$200.00 per day
The Grand Entrance Hall		Subject to availability

Audio Visual

The following prices are a guide to assist in organising your meeting. Sanctuary Cove would be pleased to obtain a firm quote tailored to suit your needs.

Audio

Microphone

Lapel or Hand held

POA

Video

Additional 27" Monitor

from \$75.00 / day

Additional VHS Player/Recorder

from \$90.00 / day

Projection

Overhead Projector & Screen

\$150.00 / day

Data Projector, Screen and Set Up

\$350.00 / day

Lighting

POA

Screens

POA

Seminar Accessories

Laser Pointer

from \$ 70.00 / day

Whiteboard & Pens

from \$ 40.00 / day

Electronic Whiteboard

from \$220.00 / day

Secretarial Services

*Fax machine - \$4.40 1st page, \$1.10 thereafter

*Photocopier - \$.20c per copy

Morning and Afternoon Tea Break Menus

Freshly Brewed Coffee and Tea	\$3.50 per person per session
All day service of Coffee and Tea	\$7.00 per person

Tea & Coffee served with your choice of one of the following:

1. Selection of Deluxe Home-made Cookies	\$6.00
2. Chefs selection of Teacakes	\$7.00
3. Assortment of Danish Pastries	\$7.00
4. Freshly Baked Muffins	\$9.00
5. Scones with Whipped Cream and Strawberry Jam	\$9.00
6. Assortment of Savoury Finger Sandwiches	\$9.50
7. Assorted Australian Cheese, Dried Fruits with Crackers	\$9.50

Additional Items

Any of the above selection including:

Orange Juice	add \$3.00 per person
Soft Drinks	add \$2.50 per person
Platter of Sliced Fresh Fruits	add \$2.50 per person

(Minimum of 20 Delegates)

Breakfast Selections

Continental Breakfast

Chilled Orange & Pineapple Fruit Juices

Freshly sliced Tropical Fruits in Season

Assorted Breakfast Cereals

Freshly Baked Pastries

Assorted Breads for toasting, Butter, Spreads, Fruit Preserves and Honey

Assorted Continental Yoghurts

Freshly Brewed Tea and Coffee

\$17.50 per person

Minimum of 20 Delegates

Sunrise Breakfast

Chilled Orange & Pineapple Fruit Juices

Freshly sliced Tropical Fruits in Season

Assorted Breakfast Cereals

Assorted breads for toasting, Butter, Spreads, Fruit Preserves and Honey

Scrambled Eggs with Fresh Herbs

Crispy Grilled Bacon and Sausages

Hash Browns and Grilled Tomatoes

Freshly Brewed Tea and Coffee

\$22.50 per person

Minimum of 20 Delegates



Lunch Selections

Working Lunch

Selection of Open Danish Sandwiches

Fresh Garden Salad

Home Style Pasta Salad

Seasonal Fresh Fruit Platter

Crusty Bread Rolls

Orange Juice

Freshly Brewed Tea and Coffee

\$20.00 per person

Minimum of 20 Delegates

Continental Lunch

Assorted Home-made Quiches

Fresh Garden Salad

Home Style Pasta Salad

Seasonal Fresh Fruit Platter

Crusty Bread Rolls

Orange Juice

Freshly Brewed Tea and Coffee

\$22.50 per person

Minimum of 20 Delegates

Gourmet Lunch

Platters of Prime Roast Beef, Honey Baked Ham, Smoked Turkey

Crisp Garden Salad

Home Style Pasta Salad

German Potato Salad

Seasonal Fresh Fruit Platter

Crusty Bread Rolls

Orange Juice

Freshly Brewed Tea and Coffee

\$22.50 per person

Minimum of 20 Delegates

BBQ'S

The Cove BBQ

Tender Rib Fillet Steak
Gourmet Country Sausages
Marinated Chicken Pieces
BBQ Onions
Chefs Salad Selection
Crusty Bread Rolls
Fresh Fruit Platter
Assorted Condiments

\$27.50 per person
Minimum of 20 Delegates

The Ultimate BBQ

Sizzling Rib Fillet Teriyaki Steak
Chicken satays with Peanut Sauce
Szechuan Lamb Cutlets
Indonesian Fried Rice
Chefs Salad Selection
Crispy bread rolls.
Pavlova topped with Strawberries and Passionfruit
Fresh Fruit Platter
Assorted Condiments

\$34.00 per person
Minimum of 20 Delegates

ALL INCLUSIVE MEETING PACKAGES

MEETING PACKAGE A

7 Hours Meeting Room Hire

Microphone, Lectern, Whiteboard, Registration Desk,
Iced Water and Mints, Arrival Tea and Coffee

Morning Tea

Assortment of Freshly Baked Muffins with Freshly Brewed Tea & Coffee

Working Lunch

Selection of Open Danish Sandwiches

Fresh Garden Salad

Home Style Pasta Salad

Seasonal Fresh Fruit Platter

Crusty Bread Rolls

Orange Juice

Freshly Brewed Tea and Coffee

Afternoon Tea

Selection of Deluxe Home-made Cookies with Freshly Brewed Tea & Coffee

\$42.50 per Person

Minimum of 20 Delegates



MEETING PACKAGE B

7 Hours Conference Room Hire

Microphone, Lectern, Whiteboard, Registration Desk,
Iced Water and Mints, Arrival Tea and Coffee

Morning Tea

Freshly Baked Scones with Whipped Cream and Strawberry Jam served with Freshly Brewed Tea & Coffee

Continental Lunch

Assorted Home-made Quiches
Fresh Garden Salad
Traditional Potato Salad
Seasonal Fresh Fruit Platter
Orange Juice
Freshly Brewed Tea and Coffee

Afternoon Tea

Selection of Deluxe Home-made Cookies with Freshly Brewed Tea & Coffee

\$45.00 per Person

Minimum of 20 Delegates

Function Terms & Conditions

The Country Club, Sanctuary Cove has developed into a prestigious and sophisticated facility, comparable with the country's best and has previously been awarded the title of "Best Club House" in Australia.

Due to the nature of the venue a certain criteria is required when confirming a function within The Country Club.

Should you select The Country Club to host your meeting, the following steps will be confirmed:

- A non refundable deposit of \$250.00 must be paid upon booking. This deposit is non refundable however is transferable to another date. This deposit is payable by cash, personal/bank cheque, credit card, or member charge.
- When we receive your deposit and date confirmation we will confirm in writing your function date booking.
- We are able to hold a tentative booking for one date only for seven (7) days.
- Final payment is due on the day of the event at the conclusion of the meeting or by Master Account (Nett 7 days) with prior notice.
- The client must advise Sanctuary Cove Golf & Country Club in writing of their intention to cancel their booking. If the event is cancelled within 30 days of the date booked, 30% of the expected revenue must be paid to Sanctuary Cove Golf & Country Club.
- Sanctuary Cove Golf & Country Club shall not be required to cater for more than 10% increase of persons above the number confirmed.

Public Holidays: A 15% surcharge will apply on public holidays (i.e. Good Friday, Easter Saturday, Easter Sunday, Easter Monday, Anzac Day, Labour Day, Boxing Day, etc)

Infants under 3: No Charge

Children aged 3 to 11: Children's meals are available upon request

Children aged 12 and over: Will be charged as an adult excluding alcohol package

Underage drinking: As a licensed premise, regulations against under-age drinking are strictly enforced.

Special Meal Requirements: With prior notice, we can cater for any special dietary needs.

Booking Agreement

Company / Business

Name: _____

Type of Business: _____ ABN: _____

Contact Name: _____

Position: _____

Alternative Contact Name: _____

Postal Address: _____

Street Address: _____

Phone: _____ Fax Number: _____

Email Address: _____

Acknowledgment

I, _____ have read and agree to The Country Club's terms and conditions. I understand that by signing this agreement I must pay a \$250.00 deposit upon confirmation of my function date.

Signed: _____

Date: _____

Office Use Only

Date Paid

Receipt Number

THE COUNTRY CLUB

Rules & Regulations

1. Disclaimer of Liability

The Country Club, Sanctuary Cove will not accept responsibility for any damages to, or loss of goods before, during or after an event. The Host member is responsible for any damages or loss to the Club contributed or caused by any guests or invitees.

2. Dress Standards of the Country Club

Good quality smart casual dress is mandatory within the Club. Men's and boy's shirts must have collars. Short shorts are prohibited. Clothing with advertising, with the exception of makers brand labels and club or resort logos, is not acceptable.

Denim jeans are not acceptable anywhere in the Club.

Men and boys are not to wear any form of headgear in the Club or on the Terrace.

Shorts are not acceptable in the foyer lounge or restaurants after 6 pm.

3. Access

Children under 13 years of age are not permitted anywhere in the Club unless accompanied and supervised by an adult.

Children under 16 years of age are not permitted in the ladies' or gentleman's locker rooms except in the company of a supervising adult.

Persons under 18 years of age are not permitted in the Members lounges except in the company of a supervising adult.

4. Behaviour

This is an exclusive private club. All members, their families, children and guests are expected to conduct themselves in a manner which would not intrude upon or cause offence or nuisance to other members enjoying the peace and privacy of their Country Club.

5. Prices

All menu prices are based on current prices and inclusive of 10% GST, however, these prices may be subject to variation as a result of any movement in the CPI index and wage/salary movements.

6. Confirmations

Menu selection and beverages should be confirmed two weeks prior to your function. Confirmation of final numbers is required 7 days prior to the function. This number will be considered guaranteed, not subject to reduction and charges will be made accordingly.

7. Licensing

The Country Club is licensed to serve alcohol until 11:30pm. No alcoholic beverages will be served after that time.

8. Surcharges

15% surcharge applies to all food and/or beverages on public holidays.