



# **FUNCTIONS**

**& EVENTS PACK**

# ABOUT US

## OUR VENUE

Collegians Figtree, located in the grounds of the Collegians Sports Centre, is our family friendly venue with something for the whole family to enjoy.

Our team have created functions and events packages to suit any occasion, whether it be a birthday party, casual work drinks, Christmas party or family event.

Come in and experience the alfresco deck, outdoor dining spaces and outdoor playground.







**RNR**  
TIMBER OUTDOOR FURNITURE  
PH: 0430 757 841  
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# FUNCTION SPACES

## ALFRESCO

With a view of our renowned bowling greens and outdoor play area. The alfresco deck is ideal for kid's events, family birthdays and perfect for an afternoon drink with friends.

**MAXIMUM CAPACITY:** 40 GUESTS\*

**CATERING AVAILABLE:** Platters are the only menu item available in this area.





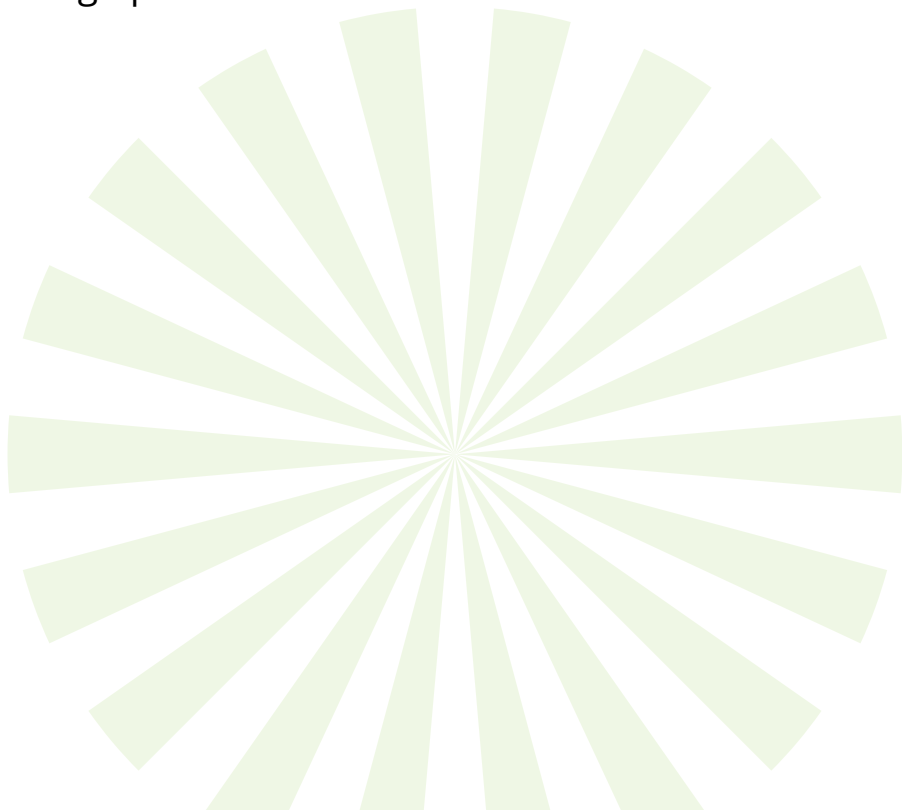
# BBQ AREA



Filled with a diverse range of seating options, the BBQ area is suitable for large groups looking for a semi-private space, with The Shed bar exclusively yours for a booking of over 50 adults.

**MAXIMUM CAPACITY:** 100 GUESTS\*

**CATERING AVAILABLE:** All catering options available.







## THE GREENS

'The Greens' is the newest and most popular space, with a range of tables out on the green, it's the perfect location for any occasion.

Located next to our bowling green and in close proximity to our outdoor playground, you can watch the kids play while still enjoying your event.

**MAXIMUM CAPACITY:** 100 GUESTS\*

**CATERING AVAILABLE:** Platters are the only menu item available in this area.







## THE SHED

'Situated behind the BBQ Area and adjacent to The Greens outdoor dining area and food truck. The Shed is an over 18's space serving up rotating tap beer, bottled beer, a selection of wines, top shelf spirits and cocktails.

Open for function use, as an addition for bookings over 50pax in the BBQ Area. It's the perfect little spot for an extension of your larger function.

**CATERING AVAILABLE:** Aligning with BBQ Area.









# CATERING OPTIONS

**ALLERGEN ADVICE:** Please note that some of our items may contain traces of nuts, egg, wheat, dairy and other allergens. Please advise us of any allergies upon making booking.

## FINGER FOOD

**\$23.90pp**

**PIECES PER PERSON:** Approximately 6 pieces

**MINIMUM CATERING:** 40ppl

**AREAS & TIMES AVAILABLE:** BBQ Area only | 12pm - 2pm & 5:30pm - 8:30pm

Choose 5 items from the menu:

- Mixed Mini Pies
- Vegetable Spring Rolls
- Vegetable Samosa
- Vegetable Money Bags
- Spinach & Ricotta Filo Parcel
- Calamari Rings
- Mini Sausage Rolls
- Tempura Chicken Pieces
- Tempura Fish Bites

## SPIT ROAST

**\$26.90pp**

**SET MENU:** If adjustments are required an additional per head cost may apply.

**MINIMUM CATERING:** 40ppl

**AREAS & TIMES AVAILABLE:** BBQ Area only | 12pm - 2pm & 5:30pm - 8:30pm

**SPIT ROAST (CHOOSE BETWEEN):**

- Pork
- Beef
- Lamb
- Combination

**SALADS:**

- Garden Salad
- Coleslaw

**SIDES:**

- Beer Battered Chips
- Gravy & Accompaniments



# BUFFET

**\$29.90pp**

**SET MENU:** If adjustments are required an additional per head cost may apply.

**MINIMUM CATERING:** 40ppl

**AREAS & TIMES AVAILABLE:** BBQ Area only | 12pm - 2pm & 5:30pm - 8:30pm

## HOT FINGER FOOD:

● Vegetable Spring Rolls

● Tempura Fish Bites

## HOT DISHES:

● Beef Lasagne

● Sweet Curried Chicken Rice

## SALAD:

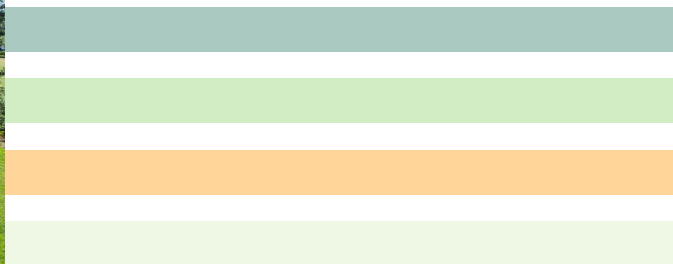
● Garden Salad

● Pasta Salad

● Coleslaw

**Finger Food, Spit Roast & Buffet are only available during Red Dog Grill Hours**

Pre-payment & confirmation of catering to be made a minimum of 7 business days prior to the function.





# PLATTERS

PER TABLE OF 8

**AREAS AVAILABLE:** Alfresco, The Greens, BBQ Area

All platters cater for a table of 8 guests. One platter per table must be ordered.

## CHEESE BOARD **\$160 PER PLATTER**

A selection of hard, soft, washed rind, & blue cheeses, seasonal fruits, marinated olives, crackers, biscuits, quince paste & dips.

## MEAT & CHEESE BOARD **\$185 PER PLATTER**

A selection of cold cut meats, hard & soft cheeses, marinated olives, fried red capsicum, crackers, dips & breads.

## SEASONAL FRUIT PLATTER **\$70 PER PLATTER**

A selection of fresh seasonal fruit.

**\*AVAILABLE FRIDAY NIGHT, SATURDAY & SUNDAY ONLY.**

**NOT AVAILABLE WITH BUFFET, SPIT ROAST & FINGER FOOD CATERING**

Pre-payment & confirmation of catering & platters to be made a minimum of 7 business days prior to the function.





# BOOKING INFO & FAQs

## What happens in the event of wet weather?

We will reserve you a space within the indoor part of the venue, the exact whereabouts cannot be confirmed until the day of.

## What am I allowed to bring?

- Birthday cake
- Birthday cupcakes
- Lolly bags
- Most decorations are okay, please confirm with events coordinator prior to organising.

## What am I not allowed to bring?

- Confetti
- Confetti filled balloons
- Party poppers
- Outside catering
- Outside beverages

## Do you have any drinks packages?

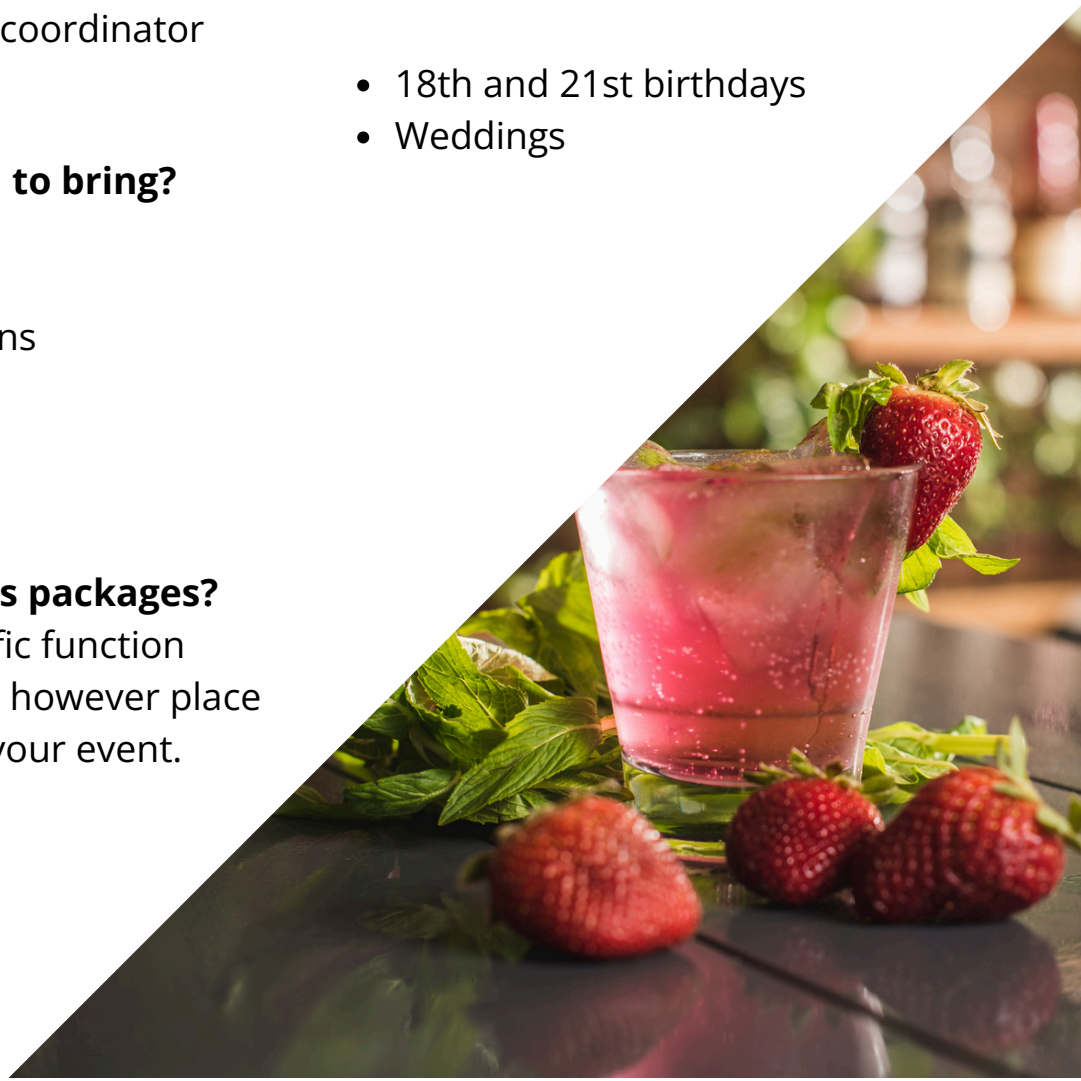
No, we don't have specific function drink packages. You can however place a bar tab on the day of your event.

## Do I need to source entertainment for the event?

- We do have live music on a Sunday. External vendors and entertainment must be approved with the Events Coordinator prior to booking.
- We need to ensure the bump in/bump out times adhere to our opening hours.

## Functions that we don't accommodate:

- 18th and 21st birthdays
- Weddings





# TERMS & CONDITIONS

**Please read carefully our Terms & Conditions, sign and return.**

## **1. BOOKINGS AND DEPOSITS**

1.1 No booking is confirmed until a booking fee of \$165 has been paid.

1.2 Collegians will hold your tentative booking for a period of seven (7) days. If your booking is not confirmed within this time frame, your booking will be relinquished.

1.3 Management reserves the right to cancel the booking if a deposit has not been made and the club has attempted, without success, to contact the customer to finalise the booking.

1.4 If your booking is cancelled less than ten (10) days before the date of the function, the deposit will be forfeited.

1.5 If you cancel your booking more than ten (10) days before the date of the function, the deposit will be refunded in full.

1.6 The \$165 booking fee will be deducted from the overall bill of our catering menu. Including spit roast, buffet & finger food.

## **2. FOOD AND BEVERAGE**

2.1 Final number of guests attending a function is required seven (7) business days prior to the event.

2.2 The catering account must be settled seven (7) business days prior to the event unless terms of payment has been communicated and agreed.

2.3 A beverage account can be set up on the day of the function and payment must be settled on the night.

2.4 At the confirmation of management, a cake will be permitted to be brought by the organiser.

2.5 No other food or beverage will be permitted to be brought into the club for consumption at the function by the organiser or any person attending the function.

2.6 Collegians is unable to allow food to be taken away from the venue.



### **33. AUDIO AND VISUAL EQUIPMENT**

3.1 Upon request, Collegians can provide a screen for visual presentations for functions being conducted at

Collegians Figtree.

3.2 The function organiser will need to provide the audio and visual equipment required to conduct the presentation.

3.3 The functionality of audio/visual equipment is not the responsibility of Collegians.

### **4. BIRTHDAY PARTIES & WEDDINGS**

4.1 Collegians has a strict policy of NOT hiring a room/venue for 18th or 21st birthdays and weddings.

4.2 If it is discovered that the function to be held is an 18th or 21st or wedding celebrations, be that on the night or in the days preceding the function, Collegians has the authority to cancel the function effective immediately.

4.3 If a function is cancelled due to section 4.2 Collegians will not refund any payments made.

### **5. LIQUOR ACT 2007**

5.1 Management and staff will abide by all conditions as set out by The Liquor Act 2007.

### **6. MINORS**

6.1 Minors are permitted to attend a function in accordance with The Liquor ACT 2007.

6.2 Every person under the age of 18 years at a function will be in the company of their parent/s or legal guardian/s.

6.3 A guardian will be a responsible adult as considered by Collegians Management in line with The Registered & Licensed Club Act and The Liquor Act 2007.

### **7. FIRE & SAFETY**

7.1 Dry ice, smoke and fog machines or anything similar are not permitted to be used.



## **8 DAMAGE & CONDUCT**

8.1 Organisers are financially responsible for any damage sustained by the club, by the organiser or invited guests in any part of the Club.

8.2 The club will not accept any responsibility for damage or loss of merchandise left in the club prior, during or after the function. Organisers should arrange their own insurance and/or security.

8.3 The Club reserves the right to exclude or eject any or all objectionable persons from the function or the Club premises without liability.

8.4 It is understood that the guest will conduct the function in an orderly manner in full compliance with club management and applicable legislation.

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### **Please sign and return.**

I have read the above terms and conditions and agree to comply.

I understand that in accordance to the Terms and Conditions outlined in Section 4, Birthday parties & Weddings, should the function held be an 18th or 21st or wedding celebration, Collegians has the authority to cancel the function effective immediately.

**NAME:**\_\_\_\_\_

**DATE OF FUNCTION:**\_\_\_\_\_

**SIGNATURE:**\_\_\_\_\_

**DATE:**\_\_\_\_\_

# CONTACT US

## LOOKING TO HOST A FUNCTION OR EVENT?



**Contact our events team at:**

[Info@reddogonthegreen.com.au](mailto:Info@reddogonthegreen.com.au)

(02) 4229 8341

*During Administration Hours: 10:30am - 3:30pm | Monday - Friday*



### **COLLEGIANS FIGTREE**

147 The Avenue, Figtree

NSW, 2525

*Located in the grounds of the Collegians &  
Performance Centre*

