CONFERENCE EVENTS

To complement your meetings and conferences, the Monash Club offers a variety of delicious nibbles that can be served in our meeting rooms.

Available all day with both sweet and savoury options, simply decide on a selection of items that best suits your event, and we'll serve it during the meeting so that there's no need to pause.

We also offer pre-selected morning tea, lunch and afternoon packages as no-fuss options, charged per head.

AVAILABLE IN

MEETING ROOMS

SWEET OPTIONS

Mini Muffin (V)	5.0
Chocolate Chip Cookie (V)	5.0
Banana Bread (TN, GFO)	6.0
Mini Cinnamon Scroll (V)	6.0
Mini Croissant with Jam (V)	6.0
Petite Brownie (V, GF)	6.0
Scone with Jam and Cream (V)	6.0
Freshly Baked Muffin (V)	6.0
Mini Danish with Icing Sugar (V)	6.0
Mini Blueberry Danish (V)	6.5
Mini Cherry Danish (V)	6.5
Mini Pain Chocolat (V)	6.5
Petit Four (V, VGO, GFO, DFO)	7.0
Mini Almond Croissant (V)	7.0
Mini Granola with Vanilla Coconut Yoghurt and Seasonal Fruit (GF, V, VG, DF)	7.0
Little Bertha Cake (V, VGO, GFO, DFO)	9.5

SAVOURY OPTIONS

Cheesebread (V)	7.0
Vegetarian Baked Tart (V)	7.0
Sausage Roll	7.0
Beef Pie	7.0
Spinach and Feta Roll (V)	7.0
Mini Croissant with Ham and Cheese	7.0
Mini Croissant with Tomato and Cheese	7.0
Bacon and Egg Slider (GFO)	9.0
Halloumi and Spinach Slider (V, GFO)	9.0

V = VEGETARIAN
VG = VEGAN
GF = GLUTEN-FREE
DF = DAIRY FREE
O = OPTION AVAILABLE
P = CONTAINS PEANUTS
TN = CONTAINS TREE NUTS
NFO = NUT-FREE OPTIONS

PLATTERS

20 Piece Point Sandwich Platter — 2 filling options	50.0
40 Piece Point Sandwich Platter — 3 filling options	95.0
20 Piece Baguette Platter — 2 filling options	50.0
40 Piece Baguette Platter — 3 filling options	95.0
20 Piece Panini Platter — 2 filling options	50.0
40 Piece Panini Platter — 3 filling options	95.0

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SANDWICH FILLINGS (GFO)

Ham, Cheese and Tomato with Dijon Mustard Mayo
Roast Chicken with Rocket, Lemon and Herb Mayo
Romesco Cauliflower with Baby Spinach and Green Tomatoes (V, VG, DF)
Egg Salad (V, DF)

SALADS TO SHARE 7.5 PP

Garden Salad (V, VG, DF, GF)
Citrus and Wild Grain Salad (V, VG, DF)
Greek Falafel Salad (V, VG, DF, GF)
Pesto and Feta Pasta Salad (V)

ADDITIONAL OPTION 4.0 PP
Add Chicken or Tofu

SHARE PLATES

	small	large
House-Made Dips and Bread (V)	20.0	100.0
Seasonal Fresh Fruit (V, VG, DF, GF)	28.0	140.0
Crudites - Seasonal Vegetables and Dip (V, VG, DF, GF)	30.0	150.0
Charcuterie - Cured Meats (GFO)	33.0	165.0
Cheese - Three Kinds of Cheese, Relish, Crispbread and Quince (V, GFO)	38.0	190.0

CONFERENCE MENU PACKAGES

MORNING TEA PACKAGE — 15.0 PP

Banana Bread (V, GF, VGO)
Seasonal Fruit (V, VG, GF, DF)

LUNCH PACKAGE — 25.0 PP

Point Sandwiches (VO, GFO, VGO, DFO)
House Salad (VO, VGO, GFO, DFO)
Seasonal Fruit (V, VG, DF, GF)

AFTERNOON TEA PACKAGE — 15.0 PP

Chef's Selection of Sweet and Savoury Items (VO, VGO, DFO, GFO)

FULL DAY PACKAGE — 55.0 PP

Morning Tea, Lunch, Afternoon Tea and Unlimited Sparkling Water

HALF DAY PACKAGE — 40.0 PP

Morning Tea and Lunch, or Afternoon Tea and Lunch
and Unlimited Sparkling Water

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BEVERAGE PACKAGES

We have a variety of hot and cold drinks, as well as alcoholic beverages available for functions, both internal and external. These beverages can either be charged on consumption, or a drinks package can be purchased.

Hosts are able to create a selection of available drinks prior to the meeting if they wish, as well.

DRINKS PACKAGES

ALCOHOLIC DRINKS PACKAGE 40.0 PP

2 Hours of Service, T/C: Responsible Service of Alcohol
Sparkling Mineral Water
Soft Drink
Juice
Coopers
Furphy Refreshing Ale
White Wine
Red Wine
Sparkling Wine

NON-ALCOHOLIC DRINKS PACKAGE 20.0 PP

Sparkling Mineral Water
Soft Drinks
Juice

CHARGED ON CONSUMPTION

700ml Sparkling Mineral Water	9.0
Jugs of Soft Drink	12.0
Jugs of Juice	12.0
Coopers	7.0
Furphy Refreshing Ale	10.0
White Wine	54.0
Red Wine	54.0
Sparkling Wine	58.0

COFFEE AND TEA

Tea and Instant Coffee Urns	4.0 P/P
Tea and Brewed Coffee Urns	5.0 P/P
Barista Made Coffee	5.0 +
Add Biscuits	2.0 P/P

TERMS AND CONDITIONS

All final details must be confirmed by midday of the Wednesday of the week prior to your event. This includes menu selections and guest numbers. Any changes that occur within 48 hours of the event may incur a late change fee.

For internal events paid via invoice, the full minimum spend must be paid 2 weeks prior. Any difference will be charged the day after the event. Invoices for external events must be paid in full 1 week prior to the event.

Bookings of over 15 people in the Lounge are subject to a minimum spend of $10 per head. This minimum spend is calculated based on the number of guests confirmed at the beginning of the week. Any cancellations or rescheduling within the week of the event, will be charged the minimum spend as a cancellation fee.

For external drop off events, date changes can be arranged free of charge if there is more than 7 days notice. Cancellation or rescheduling within 7 days of the event will incur a fee of 50% of the catering and staff hire costs. Rescheduling or cancellation within 48 hours of the event will incur the full cost of the catering and staff hire required for the event.

For internal and external staffed events, date changes can be arranged free of charge within 14 - 7 days of the event, however the subsequent cancelling of this event at any time will incur a 25% cancellation fee. Cancellation within 14 days of the event will incur a fee of 25% of the minimum spend. Cancellation or rescheduling within 7 days of the event will incur a fee of 50% of the minimum spend. Rescheduling within 48 hours of the event will incur a minimum spend fee. Cancellation within 48 hours of the event will incur the full cost of the event.

Minimum spend can be used towards catering and preselection of food and beverages purchased throughout the time of the booking. If you go over the minimum spend, that amount is added to your final bill. If under the minimum spend, the remainder will show as a room hire fee.

Menus and prices are subject to change. Any events that are within one month of a menu or price change will have their original food cost and catering upheld. Events further out than one month will be subject to change in accordance with the menu/price changes. Any alterations to our standard menus will come at a fee, dependant on the change.

The prices quoted for drinks or food charged on consumption are estimates. The final price will be calculated on the day, based on what is ordered by guests during the event.

While we do our best to cater for all dietaries, please be advised that cross-contamination may occur in our kitchen.

Takeaway boxes will be charged at 50c per box. Monash Club is not liable for any food safety risks once a host or guest takes leftover food from an event. The correct storing and consumption of food after the fact is then the responsibility of said host/guest.

Monash Club provides full catering services. No alcohol or private catering can be brought into the venue with the exception of cakes. There is a $2.50 per person cakeage fee.

Monash Club opens at 9.00 am and closes at 5.00 pm. If your booking starts at 9.00 am you will not have access to the space until then. If you require access prior it must be organised before the event. Early access or events booked outside of these times will accrue an outside of hours fee. External catering delivered outside opening hours will also incur an additional fee of $50.

Monash Club organises and sets your event as per the final, signed Banquet Event Order sent to organisers. Monash Club does not take responsibility for missing or incorrect information following the signing of this document. Any events with unsigned documents, will be run as per last communication, and we do not take responsibility for unconfirmed information.

In the circumstances of late arrivals, undisclosed dietary requirements, last minute guest additions etc., the preferred timing for events set out by the organiser cannot be guaranteed. Event timings are based on the information confirmed in the final event order, and Monash Club does not take responsibility for delays caused by unconfirmed information.

The host and all guests attending the event shall conduct the function in an orderly manner in full compliance with the applicable laws and regulations. Dress code for the venue is smart casual.

Whilst all care is taken before, during, and after an event, Monash Club will not be held responsible for any damage or loss of property on premises. The client accepts full responsibility for any damage to the venue, its equipment, or fittings caused by the client, client's guests or external contractors engaged by the client prior to, during, or after an event.

If you have any enquiries, or wish to book an event, please email us at monash.club@monash.edu, or call 9905 0888