



**BIRTHDAYS | SPECIAL OCCASIONS | CHRISTMAS PARTIES
GRADUATIONS | ANNIVERSARIES | MEETINGS**

Functions

THE BENDIGO CLUB

22 PARK ST BENDIGO | 03 5443 0780 | FUNCTIONS@BENDIGOCLUB.COM.AU | WWW.BENDIGOCLUB.COM.AU

THE
BENDIGO CLUB



WELCOME TO THE BENDIGO CLUB

Welcome to the Bendigo Club

The Bendigo Club provides the perfect location for your next function, offering the complete experience with various sized state of the art indoor spaces and lovely outdoor areas, set amongst beautiful, lush surroundings.

Located 5 minutes from the centre of Bendigo the Bendigo Club offers an impressive, modern & diverse range of options to suit all of your needs.

All your catering requirements are taken care of, ranging from light snacks to sit down lunches and dinners. Choose from one of our fully inclusive packages or let us create one to suit all of your wishes.

Should you require more information about how the Bendigo Club can assist with your next function, please do not hesitate to contact our Function Coordinator on 5443 0780 or functions@bendigoclub.com.au

FOR BOOKINGS

Visit bendigoclub.com.au or call 03 5443 0780

THE
BENDIGO
CLUB



SPACES

NAISMITH ROOM

Catering for up to 180 guests, the Naismith Room overlooks the bowling green & beautiful gardens. With a large dance floor, full AV equipment and private bar, it is ideal for formal dinners or larger cocktail style events. The external deck provides a perfect area for breaks or pre dinner drinks and canapes.

The Naismith Room can also be joined with the Woodbury Room to cater for functions of up to 250 people.

WOODBURY ROOM

Ideal for smaller groups or less formal events, the Woodbury Room offers full AV equipment & access to full bar service.

ROOM CAPACITIES

	Banquet	Cocktail	Classroom	Theatre	Boardroom	U Shape	SQ M
Naismith Room	140	180	100	110	60	60	180
Woodbury Room	80	100	50	60	30	30	113
Naismith/Woodbury Room	200	250	N/A	200	N/A	N/A	293
Garden Terrace	50	70	N/A	N/A	N/A	N/A	64
Boardroom	20	N/A	N/A	24	20	18	36

BOARDROOM

Our latest edition is decked out with all of the amenities any corporate function or board meeting could need. Featuring a 75 inch Smart TV with floor data box and it's own kitchenette, the Boardroom is suitable for anything from a one hour meeting to a whole day training session.

GARDEN TERRACE

A hidden gem boasting large paved area, water fountain, lush trees & gardens. Catering for up to 70 guests, it is ideal for relaxed lunches, gourmet BBQ's or a cocktail party under the stars.

FOR BOOKINGS

Visit bendigoclub.com.au or call 03 5443 0780

* All room capacities may change subject to government density requirements at the time of your event



FUNCTION STYLES

Our fully inclusive packages are designed to take the hassle out of your next function & are available in a number of options as outlined below.

COCKTAIL

Choose from a selection of hot, cold & sweet options.

Ask our Function Coordinator for details.

SEATED

Gold Package:	Two Course \$ 48.00 ^{pp}	Three Course \$ 58.00 ^{pp}
Platinum Package:	Two Course \$ 55.00 ^{pp}	Three Course \$ 65.00 ^{pp}

CREATE YOUR OWN PACKAGE

Functions are not always a 'one size fits all' proposition so we are more than happy to help create one that works perfectly for you. Feel free to speak to our Function Coordinator to see how we can assist.

SENIOR'S

2 Course: Entree & Main or Main & Dessert	\$ 35.00 ^{pp}
3 Course: Entree, Main & Dessert	\$ 42.00 ^{pp}

BBQ

Premium Package:	\$ 45.00 ^{pp}
------------------	------------------------

PLATTERS

POA

FOR BOOKINGS

Visit bendigoclub.com.au or call 03 5443 0780



BEVERAGE PACKAGE

To quench your thirst, The Bendigo Club offers you the choice of a bar tab on consumption or a number of pre-paid beverage packages.

BAR TAB ON CONSUMPTION:

A bar tab allows you to keep a running bar tab, choosing the beverage options available (at our standard prices) and for a duration of time or monetary amount.

BEVERAGE PACKAGES:

A beverage package can be added to any corporate event, based on a per person price and run for a designated number of hours. We are also more than happy to prepare a beverage package tailored to your needs

SILVER:

Tap Beer
Red, White & Sparkling Wine
Juice & Soft Drink

\$ 50.00 pp

GOLD:

Tap & Bottled Beer
Premium Red, White & Sparkling
Wine
Cider
Juice & Soft Drink

\$ 65.00 pp

PLATINUM:

Basic Spirits
Tap & Bottled Beer
Premium Red, White & Sparkling
Wine
Cider
Juice & Soft Drink

\$ 85.00 pp

FOR BOOKINGS

Visit bendigoclub.com.au or call 03 5443 0780



ROOM HIRE

Minimum spend may apply. (Minimum spend comprises catering/bar)

Room	
Naismith	\$220
Woodbury	\$160
Naismith/Woodbury	\$320
Garden Terrace	\$60
Boardroom	\$100

AVAILABLE EQUIPMENT & SERVICES

The Bendigo Club can provide everything you need to make your function run seamlessly.

Should you require other specialist equipment, we are happy to organise quotes from external suppliers.

*Prior arrangement for all equipment is required.

Wireless Internet	\$100
Lectern	FREE
Wireless Microphone	\$50
Lapel Microphone	\$50
Whiteboard & Markers	\$25
Data Projector & Screen	\$60
Macintosh Laptop	\$50
PC Laptop	\$50
Chair Covers & Sashes	\$6pp

FOR BOOKINGS

Visit bendigoclub.com.au or call 03 5443 0780

The Fine Print

Tentative Bookings:

Tentative bookings will be held for a period of fourteen (14) days, we are under no obligation to hold the booking after fourteen (14) days or without a signed confirmation and deposit being paid.

Deposits:

A deposit of at least the room hire amount is required upon confirmation of the booking.

Quotes:

The price quoted is valid for thirty (30) calendar days from the date of quotation.

Room and Equipment Hire:

All functions are subject to a room hire fee, these charges are negotiable and will be agreed upon depending on the type and size of function.

Function Duration:

All functions are for a five (5) hour duration. Standard times are

- Lunch time functions between 12pm - 5pm.
- Evening functions between 6pm – 11pm.

These times may be negotiated prior to the event.

Refund/Cancellation Policy:

Functions cancelled more than 30 days prior to the date will be reimbursed the full deposit amount. Cancellations of less than 30 days will forfeit their deposit. Functions cancelled within 7 days will forfeit their deposit and are liable for 50% of the estimated catering cost.

Payment:

Final payment is due seven (7) days prior to the event, upon confirmation of final numbers. Invoices will be issued upon request. Payment can be made via Visa, Mastercard, Eftpos, Cash or Cheque (prior approval is required)

Surcharge:

10% surcharge on Sundays & Public Holidays

Confirmation:

Confirmation of final guest numbers and menu selection and any dietary requirements are required seven (10) days prior to the event.

Bar tab:

All bar tabs require a 50% deposit of the total bar tab. Final payment is due at the end of your event. In the case your bar tab doesn't reach the initial payment, you will receive a refund within five (5) working days.

Responsible Service of Alcohol:

The Bendigo Club staff are trained in Liquor Licensing Accredited "RSA- Responsible Service of Alcohol" and by law may refuse to serve alcohol to any person believed to be intoxicated or under the age of 18 years. We reserve the right to cancel the function at any time or eject disruptive individuals if the safety of our staff and patrons and the smooth running of the business are in any way affected.

Minors:

It is the Bendigo Club's Policy that minors are only allowed on the premises with their parent or legal guardian.

Personal Belongings/ Delivery of Goods:

All care is taken with goods and equipment (including presents) belonging to the client. However, The Bendigo Club takes no responsibility for the damage to or loss of items before, during or after an event. If you are having anything delivered to the venue, please advise us of all details so your delivery can be received and secured on your behalf. Clients should arrange their own insurance if deemed necessary.

Client Responsibility:

It is the responsibility of the client to inform guests involved in the function of these Terms and Conditions.

Client Liability:

The client will be liable for any damage caused to the venue and or facilities.

Food:

Due to Food & Hygiene regulations, NO food is permitted to be taken from or brought into the venue.

Menus:

Are subject to change

Security:

Additional security may be deemed necessary and this is at the discretion of The Bendigo Club's management. In the event extra security is required, this cost will be forwarded to the client.

I have read and fully understand the above Terms and Conditions.

Name:

Signature:

Date:

Booking Enquiry Form

Contact Information:

Name:

Address:

.....

.....

Home Telephone:

Mobile:

Email:

Event Information:

Date of Event:

No. of Guest attending:

Time: Day/Evening

Type of Event:

Function Area/s: (Please circle)

- | | |
|---|--|
| <input type="checkbox"/> Naismith Room | <input type="checkbox"/> Woodbury Room |
| <input type="checkbox"/> Garden Terrace | <input type="checkbox"/> Boardroom |

Please Note:

This is a Booking Enquiry Form only and not a confirmation of your booking. One of our staff will be in contact with you to discuss your individual requirements.

Bookings are considered tentative until a deposit and signed copy of our Terms and Conditions are received.