



## *We know Functions...*

The Lagoon is the perfect location for any function. Birthday Parties, Christenings, Christmas Parties, Engagement Celebrations, Anniversaries, Corporate Events or Private Dinners... If you want a venue that knows functions, the Lagoon is the right choice for you. Our Functions team will guide you through the process and assist you in organising every detail.

## *Our Function Rooms - Flexibility*

Whatever the style or size of your function, the Lagoon offers 3 Private Dining areas suitable for intimate gatherings, Cocktail Parties through to large affairs for up to 300 guests. The Lagoon is able to cater for your needs.

## *Beachfront Location*

The Lagoon Seafood Restaurant is an excellent location with amazing views where Fairy Creek Lagoon meets the Pacific Ocean. A function at Wollongong's Premier Seafood Restaurant offers an absolute waterfront position with magnificent views and floor to ceiling windows. It is an ideal backdrop for your special event.

## *Superb cuisine*

With a passion for food, our chefs will ensure your meals are nothing short of perfect. Choose from our extensive menus featuring the freshest seafood and best quality produce available.

## *We look forward to hosting your Function!*

For a beautiful beachside function, phone one of our Function coordinators to discuss further details.

Phone: (02) 4226 1677

Facsimile: (02) 4226 2125

Email: [functions@lagoonrestaurant.com.au](mailto:functions@lagoonrestaurant.com.au)

Web: [www.lagoonrestaurant.com.au](http://www.lagoonrestaurant.com.au)



## *Our Function Rooms*

The **Moonlight room** is the largest of our private rooms, located at the front entrance on the left of the reception. The Moonlight room has floor to ceiling glass doors that open right up and over look the ocean. Please see Function Room Capacities for minimum guest numbers.

The **Reflections room** is adjacent to the Moonlight room and is similar in size and characteristics. It makes the best of the beautiful views and is a great room for small to medium sized events. Please see Function Room Capacities for minimum guest numbers.

The **Moonlight/Reflections room** can be opened up to make a large function room holding a maximum of 150 people. It has a private Terrace area that can be used for pre-dinner drinks or simply bring the outside in on a warm summer night. Please see Function Room Capacities for minimum guest numbers.

The **Grace room** is an intimate room with frosted glass partitioned walls, adjacent to the Lagoon Lounge Bar. It opens up onto our main terrace and has beautiful views over the Lagoon and the Pacific Ocean. Please note we can't accommodate a Dance floor or DJ in this room, it is adjacent to the lounge where we have our own live entertainment on Friday, Saturday nights and Sunday lunches. Please see Function Room Capacities for minimum guest numbers.

The Lagoon is an Award winning Restaurant with a **Grand Dining room** used for A la carte diners. The Grand dining room has floor to ceiling glass windows and an open kitchen. A function in the Grand dining area means that we will close the Grand Dining part of the restaurant for your event. Please see Function Room Capacities for minimum guest numbers.

## *Function Room Capacities*

### **Moonlight Room**

*Sit Down*

min 50 Adults

min 70 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 70 Adults

min 80 Adults (Fri/Sat/Sun)

### **Reflections Room**

*Sit Down*

min 40 Adults

min 60 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 60 Adults

min 70 Adults (Fri/Sat/Sun)

### **Moonlight/Reflections Room**

*Sit Down*

min 80 Adults

min 100 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 100 Adults

min 150 Adults (Fri/Sat/Sun)

### **Grace Room**

*Sit Down*

min 30 Adults

min 50 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 30 Adults

min 50 Adults (Fri/Sat/Sun)

### **Grand Dining Room**

*Sit Down*

min 150 Adults

min 180 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 200 Adults

min 250 Adults (Fri/Sat/Sun)

### **Grand Dining Room/Lounge/Grace**

*Sit Down*

min 250 Adults

min 300 Adults (Fri/Sat/Sun)

*Cocktail Style*

min 250 Adults

min 300 Adults (Fri/Sat/Sun)



## Set Menu Options

### **Set menu Options**

- \$39 per person for two courses (Main & Dessert)
- \$44 per person for two courses (Entrée and Main)
- \$49 per person for three courses (Entrée, Main & Dessert)

The Three course set menu starts from \$49 per person and is served as an alternate drop. Please choose 2 Entrées, 2 Main meals and 2 Desserts from the menu selection in this package. The \$44 set menu includes 2 courses (Entrée & Main). Please select two alternate Entrées and 2 Main meals. The \$39 set menu includes 2 courses (Main & Dessert). Please choose two mains and two desserts.

If the dish you have chosen has a plus amount in brackets e.g. (+5) this will increase the price of the set menu by that amount for example on a \$49 set menu, +5 will equal \$54 per person. The +5 takes into account that the dish is for every second person.

### **Drinks Options** (min. 30 Adults)

- Silver Package
  - \$25 pp for 4 hours      \$30 pp for 5 hours      \$35 pp for 6 hours
  - \$30 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
  - \$35 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
  - \$40 pp for 6 hours (Friday/Saturday Night and public holiday's eve)
- Gold Package
  - \$30 pp for 4 hours      \$35 pp for 5 hours      \$40 pp for 6 hours
  - \$35 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
  - \$40 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
  - \$45 pp for 6 hours (Friday/Saturday Night and public holiday's eve)
- Platinum Package
  - \$35 pp for 4 hours      \$40 pp for 5 hours      \$45 pp for 6 hours
  - \$40 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
  - \$45 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
  - \$50 pp for 6 hours (Friday/Saturday Night and public holiday's eve)
- Premium Platinum Package
  - \$45ppfor 4 hours      \$50 pp for 5 hours      \$55pp for 6 hours
  - \$55 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
  - \$60 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
  - \$65 pp for 6 hours (Friday/Saturday Night and public holiday's eve)

### **Pre-Dinner Canapés**

- Start from \$10 per person for Basic Canapés (Includes 4 pieces pp)
- Start from \$15 per person for Premium Canapés (Includes 4 pieces pp)



## Menu Selection

Please note that any dish with a + value is an additional spend per person, we have taken into account that the dish is for every second person and priced accordingly. Please choose 1 cold entrée and 1 hot entrée.

### **Bread**

*Wood fired Sourdough, Herb & Garlic Bread*

### **Starter**

- Mezze Plate (\$10pp)  
*Chef's selection of cured meat, marinated olives & feta, oven roasted vegetables, served with taziki*

### **Entrée**

#### **Cold Entrees**

- Sydney Rock Oysters Natural  
*½ dozen*
- Aromatic Chicken Verde  
*char grilled breast slices marinated in aromatic spice, served on a radicchio, caramelised walnut & Gala apple salad*
- Fresh Prawns  
*served with Eschallot & citrus relish*
- Warm Beef Salad  
*with mixed greens and honey mustard dressing*
- Traditional Prawn Cocktail  
*fresh prawns served with cocktail sauce*
- Assorted Sushi Rolls  
*served with seaweed salad*
- Smoked Trout & Salmon Terrine  
*duo of Smoked trout & salmon pate topped with Baby capers and spicy cornichon*
- Smoked Tasmanian Salmon  
*served with caper berries, Spanish onion and a dill & lime sour cream*
- Mixed Seafood Plate (+8)  
*with Oysters, fresh Prawns, Tempura Prawns, S&P Calamari & Smoked Salmon*

#### **Hot Entrees**

- Salt & Pepper Calamari  
*served with garlic and aioli*
- Char-grilled Haloumi & Fresh Asparagus  
*with vine ripened tomatoes and balsamic vinegar oil*
- Thai Beef Salad  
*served warm with vermicelli rice noodles*
- Cajun Chicken  
*pan fried strips of chicken in Cajun spice with fresh cucumber raita*
- Rocket & Ricotta Cannelloni  
*with wilted spinach, roasted capsicum sauce & pesto butter*
- Pasta with Bacon and Mushroom
- Pasta with sun dried tomatoes  
*served with fresh basil*
- BBQ Octopus (+1)  
*marinated with garlic, chilli & ginger*
- Oysters Kilpatrick ½ dozen (+3)  
*with bacon and spicy tomato sauce*
- Half Shell Scallops (+4)  
*grilled in the shell with soy, ginger and shallots*
- Tempura Prawns (+4)  
*served with a chilli Plum sauce*



## **Main Meals** *(All Mains are served with seasonal Vegetables)*

### **Mains - Seafood**

- **Barramundi Nick**  
*marinated with pink pepper corn, ginger chilli and coconut milk*
- **Fillet of grilled Barramundi**  
*with a lemon Beurre blanc*
- **Atlantic Salmon Fillet**  
*lightly dusted with mixed spices*
- **Grilled John Dory Fillets**  
*served with a Vergo Dill sauce*
- **BBQ Seafood Skewer (+2)**  
*BBQ Prawn, scallop & fish served on a vegetable pilaf*
- **Snapper Fillets (+3)**  
*grilled with lemon thyme butter*
- **Wild Barramundi with BBQ King Prawn (+3)**  
*topped with our special sauce*
- **John Dory with Scampi (+2)**  
*grilled & topped with basil cream sauce*
- **½ Western Australian Lobster Mornay (+6)**  
*served on a bed of rice*
- **BBQ King Prawns (+8)**  
*chilli, ginger or garlic*
- **Western Australian Lobster Mornay (+10)**  
*550g to 650g served on a bed of rice*

### **Mains – Meat, Poultry & Vegetarian**

- **Veal Lemone**  
*medallions of veal, roasted and served with lemon butter sauce*
- **Roasted Veal**  
*served medium with a mushroom cream sauce*
- **Middle Eastern Spiced Chicken**  
*chicken breast cooked with aromatic spices served on a bed of Basmati rice with a side of cucumber raita*
- **King Island Chicken**  
*with King Island camembert and walnuts, pan-fried and served with cranberry jus*
- **Chicken Roulade**  
*chicken breast stuffed with ricotta, sun dried tomato & caramelised onion, served with a cranberry & orange jus*
- **BBQ Meat Skewer**  
*marinated duo of Beef & Chicken served on a vegetable pilaf*
- **Stuffed Field Mushrooms & Banana Chilli**  
*ricotta & spinach stuffed field mushrooms accompanied by a rice pilaf stuffed banana chilli, served with a dill yoghurt sour cream*
- **Fillet of Beef (+2)**  
*cooked Medium with a red wine jus*
- **Veal Oscar (+4)**  
*veal medallions topped with king prawns, Asparagus spears & glazed with béarnaise sauce*

## **Desserts**

- **Chef's Selection**  
*a selection of desserts chosen by our chef and served as an alternate drop*
- **Assorted Gelato**  
*a variety of gelato served with crisp tuille*
- **Baked Chocolate Tart**  
*sticky chocolate fudge baked on a sweet chocolate short crust*
- **Crème Caramel**
- **Orange & Mango Cheesecake**  
*our own traditional recipe*
- **Raspberry Cheesecake**  
*our own traditional recipe*
- **Lemon Tart**  
*caramelised & served with Orange cognac Syrup*
- **Crème Brule (+1)**



## Optional Extras

<b>Cast Iron Candelabra</b> <ul style="list-style-type: none"><li>◦ <i>Wrought iron candelabras with white pillar candles</i></li></ul>	\$40 per table
<b>Crystal Strands for Cast Iron Candelabra</b> <ul style="list-style-type: none"><li>◦ <i>Beautiful crystal strands to give that extra elegant look</i></li></ul>	\$10 per candelabra
<b>White Vintage Candelabra</b> <ul style="list-style-type: none"><li>◦ <i>Beautiful Vintage Candelabra with crystals</i></li></ul>	\$30 per table
<b>Balloons – Table/Floor Bouquet</b> <ul style="list-style-type: none"><li>◦ <i>Your choice of colour attached to matching ribbons</i></li></ul>	\$10 per table
<b>Balloons – Floating/Roof Effect</b> <ul style="list-style-type: none"><li>◦ <i>Your choice of colour attached to matching ribbons</i></li></ul>	\$1.25 per balloon
<b>DJ (5 hour duration)</b> <ul style="list-style-type: none"><li>◦ <i>An experienced and professional DJ to bring together all elements of your function</i></li><li>◦ <i>Extra hour is charged at \$60 per hour</i></li></ul>	\$400
<b>DJ/MC (5 hour duration)</b> <ul style="list-style-type: none"><li>◦ <i>An experienced and professional DJ/MC to bring together all elements of your function</i></li></ul>	\$490
<b>Dance floor</b> <ul style="list-style-type: none"><li>◦ <i>Parquetry Dance floor in flexible size</i></li></ul>	\$250
<b>White Satin Chair Wraps</b> <ul style="list-style-type: none"><li>◦ <i>Beautiful White satin chair wraps tied into a Kimono knot</i></li></ul>	\$5 per chair
<b>Fairy Lights &amp; Drapes</b> <ul style="list-style-type: none"><li>◦ <i>Beautiful white drapes with Fairy lights give your room that romantic feeling</i></li></ul>	\$350
<b>Personalised Menu</b> <ul style="list-style-type: none"><li>◦ <i>Elegant Menus for each table gives your guests an idea of what awaits them</i></li></ul>	\$10 per table
<b>Personalised Place Cards</b> <ul style="list-style-type: none"><li>◦ <i>Beautifully designed Place cards for each of your guests</i></li></ul>	\$2 per person



## Cocktail Party - Canapé Menu 2011.2012

Celebrate in a relaxed atmosphere with a Cocktail Party. The Lagoon offers elegant beach side settings with intimate lighting and magnificent views. The minimum spend on Canapés in the Lounge on a Saturday night is \$25 per person. To secure a private room, the minimum spend is \$40 per person for Canapés for a minimum of 50 people.

Please note the below list of canapés are a general guide of what we offer and is subject to variation.

### **Basic Canapés**

\$10 pp = 4 pieces per person  
 \$15 pp = 8 pieces per person  
 \$20 pp = 12 pieces per person  
 \$25 pp = 16 pieces per person  
 \$30 pp = 18 pieces per person  
 \$35 pp = 20 pieces per person  
 \$40 pp = 24 pieces per person

### **Premium Canapés** (incl. ½ basic canapés)

\$15 pp = 4 pieces per person  
 \$20 pp = 8 pieces per person  
 \$25 pp = 12 pieces per person  
 \$30 pp = 16 pieces per person  
 \$35 pp = 18 pieces per person  
 \$40 pp = 20 pieces per person  
 \$45 pp = 24 pieces per person

### **Basic Canapés**

- *Pumpkin & Sweet Potato Soup (v,gf)*
- *Lemon Pepper Chicken*
- *Salmon Terrine on Crouton*
- *Cheese & Spinach Triangles (v)*
- *Barramundi Tempura Cocktails*
- *Asparagus & Prosciutto bundles*
- *Oriental Spring rolls (v)*
- *Thai Beef salad*
- *Cheesy Risotto Bites (v)*
- *Tempura Vegetables (v)*
- *Tomato & basil bruschetta (v)*
- *Fine Potato & Kumara Frittata (v,gf)*
- *Mussels Provencale (gf)*
- *Squid patties*
- *Assorted Vegetarian Nori rolls (v)*
- *Sun dried Tomato & Basil risotto ball (v)*
- *Seafood Mornay served in spoon*

### **Premium Canapés**

- *Soy Scallops*
- *Salt & Pepper Squid*
- *Tempura Prawns*
- *Sydney Rock Oysters (gf)*
- *Oysters Kilpatrick (gf)*
- *Coconut prawns*
- *Fresh Prawns on crouton with sweet chilli cream cheese*
- *Smoked Salmon tartare on crouton*
- *BBQ Green Prawn on skewer*
- *Chicken Yakatori Skewers*
- *Assorted Sushi rolls*
- *Crispy Pork Belly*
- *Prawn Cocktail served in spoon*

**v** = vegetarian  
**gf** = gluten free

### **Dessert Canapés** \$5pp (3 pieces per person)

- Chocolate rum balls
- White chocolate strawberries
- Coconut meringues
- Lemon tartlets
- Chocolate tartlets
- Caramel slice
- Chocolate mousse
- Profiteroles
- Chocolate Cream Slice



## Optional Extras to share

Bowl of Chips	\$5.00
Greek Salad <i>with cucumber, tomato, capsicum, kalamata olives, marinated feta, anchovies &amp; oregano</i>	\$11.50
Chicken Caesar Salad	\$14.90
Caesar Salad	\$10.50
Gourmet Wood fire Pizzas (Must be pre-ordered)	\$9.90
Herb Bread	\$4.90
Garlic Bread	\$4.90
Wood fired Sourdough <i>With balsamic vinegar and extra virgin olive oil</i>	\$7.90
1 Kilo of Fresh prawns (unpeeled)	\$35.00
½ Kilo of Fresh prawns (unpeeled)	\$19.00

## **Platters**

Three Dip Platter <i>Selection of homemade dips</i>	\$30.00
Antipasto platter	\$55.00
Small Antipasto Platter	\$30.00
Fruit Platter	\$45.00
Cheese & Fruit Platter	\$75.00
Tempura Barramundi Pieces (25 pieces)	\$35.00
Lemon Pepper Chicken Skewers (25 pieces)	\$30.00
Chicken Yakatori Skewers (25 pieces)	\$30.00
Pasta with Smoked Salmon and Dill Cream sauce	\$40.00
Pasta with Bacon and Mushroom	\$35.00
Pasta with sun dried tomatoes and fresh basil	\$35.00
Tempura Prawns (25 pieces)	\$84.50
BBQ Baby Octopus platter	\$84.50
Salt and Pepper Calamari (30 pieces)	\$79.00
Cold Seafood Platter <i>Oysters, Blue Swimmer Crab, Prawns (unpeeled), Bugs</i>	\$192.00
Hot Seafood Platter <i>BBQ Octopus, BBQ King Prawns, Kilpatrick Oysters, Bugs</i>	\$150.00



## **Drinks Packages** *(for a minimum of 30 Adults)*

### **Draught Beers**

*Victoria Bitter  
Pure Blonde  
Stella Artois  
Fat Yak Pale Ale  
Bluetongue Premium*

### **Light Beers**

*Bluetongue Light  
Cascade Light*

### **Bottled Beer** *(Gold/Platinum Package only)*

*Extra Dry, Crown & Corona (+5)*

### **Wines**

*Shell Bay Semillon Sauvignon Blanc – SA  
Stonefish Chardonnay – Claire Valley SA  
Stonefish Verdelho – Hunter Valley NSW  
Stonefish Sauvignon Blanc – MR WA  
Stonefish Cuvee Brut – Hunter Valley NSW*

*Shell Bay Shiraz Cabernet – SA  
Stonefish Cab Sav – McLaren Vale SA  
Stonefish Shiraz – Hunter Valley NSW  
Stonefish Merlot – McLaren Vale SA*

### **Sparkling Pink Moscato** *(Gold/Platinum Package only)*

*Wicked Secrets Pink Moscato (+2)*

### **Silver Package**

*Victoria Bitter, Cascade light, Shell Bay Semillon Sav Blanc & Shell Bay Shiraz Cabernet, Soft Drinks, freshly brewed Tea & Coffee*

- \$25 pp for 4 hours    \$30 pp for 5 hours    \$35 pp for 6 hours
- \$30 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
- \$35 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
- \$40 pp for 6 hours (Friday/Saturday Night and public holiday's eve)

### **Gold Package**

*Victoria Bitter, Pure Blonde, Bluetongue Premium, Cascade light, Shell Bay Semillon Sav Blanc & Shell Bay Shiraz Cabernet, Stonefish Cuvee Brut, Soft Drinks, Juice, MW & freshly brewed Tea & Coffee*

- \$30 pp for 4 hours    \$35 pp for 5 hours    \$40 pp for 6 hours
- \$35 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
- \$40 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
- \$45 pp for 6 hours (Friday/Saturday Night and public holiday's eve)

### **Platinum Package**

*Includes all Draught beers, Cascade light, Choice of three wines, Soft Drinks, Juice, MW, & freshly brewed Tea & Coffee*

- \$35 pp for 4 hours    \$40 pp for 5 hours    \$45 pp for 6 hours
- \$40 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
- \$45 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
- \$50 pp for 6 hours (Friday/Saturday Night and public holiday's eve)

### **Premium Platinum Package**

*Includes Draught beers, Extra Dry, Crown & Corona, light beers, all wines, House Spirits, Soft Drinks, Juice, MW, & freshly brewed Tea & Coffee*

- \$45ppfor 4 hours                    \$50 pp for 5 hours    \$55pp for 6 hours
- \$55 pp for 4 hours (Friday/Saturday Night and public holiday's eve)
- \$60 pp for 5 hours (Friday/Saturday Night and public holiday's eve)
- \$65 pp for 6 hours (Friday/Saturday Night and public holiday's eve)



## *Kids Menu*

### **Mains (\$15)**

- Chicken Schnitzel Chips
- Fish & Chips
- Kids Pasta
- Calamari & Chips

### **Dessert (\$6.50)**

- Ice-cream with your choice of topping

### **Drinks Package (\$5) – *Only available if Adults are on a Drinks Package***

- Soft drinks and Juice

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\$21.50pc (Main & Dessert) or \$26.50pc (Main, Dessert & Drinks)



## *Christening Package*

Honour your little one's special occasion with a christening celebration at the Lagoon, because we know the importance of this very special Day!

### **The Look**

- Complimentary hire of function room with views over Fairy Creek Lagoon & the Pacific Ocean
- White satin chair wraps
- White silk draping and fairy lights for the ceiling
- Personalised Menus & Place Cards
- Table Decorations – Balloon Table Bouquets (your choice of colour)

### **The Menu**

- Antipasto Plate per table
- Two Course Set Menu
  - *Main & Dessert*
- 4 hour Silver Drinks Package
  - *VB on tap, Cascade light, Shell Bay Semillon Sav Blanc & Shell Bay Shiraz Cabernet, Soft Drinks, freshly brewed Tea & Coffee*

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**\$70.00pp – Sunday Lunch - Minimum 50 Adults – Not available Nov/Dec**

\* Please note that this package is flexible and can be tailored to suit your individual needs



## *Workshop/Seminar*

**No room hire fee – minimum spend of \$500 applies**

### **Morning Tea – \$15 per person**

- Continuous Tea & Coffee
- Fruit platter
- Homemade biscuits
- Muffins & Danishes

### **Light Lunch – \$20 per person**

- Gourmet Open Sandwiches
- Wood fire pides
- Cheese & Spinach Triangles
- Chicken Yakatori Skewers
- Greek salad
- Caesar Salad
- Juice & Soft drinks

### **Afternoon Tea \$15 per person**

- Continuous Tea & Coffee
- Cheese Platter
- Homemade biscuits
- Fruit Platter



## *At a glance*

### **Minimum Spend / Jan-Oct – Private Room**

The minimum spend for a Friday/Saturday Night is \$85 per person for food and drinks to book a private room. Minimum Guest numbers apply – see Function room Capacity.

### **Minimum Spend / Nov-Dec – Private Room**

The minimum spend for a Friday/Saturday Night in November/December is \$105 per person to book a Private room. Minimum Guest numbers apply – see Function room Capacity.

### **Minimum Spend / Jan-Oct – Main Dining**

The minimum spend for a Friday/Saturday Night in the Main Dining (Jan-Oct) is \$ 115 per person @ a minimum of 180 guests for food and Drinks.

### **Minimum Spend / Nov-Dec – Main Dining**

The minimum spend for a Friday/Saturday Night in the Main Dining (Nov-Dec) is \$120 per person @ a minimum of 180 guests for food & drinks.

### **Children's Meals**

Children's meals are available upon request and are charged at \$26.50 per child. Children's meals are available for children 12 years and under. This includes a main meal, dessert and beverages.

### **Vegetarian & Dietary Requests**

If you have people among your guests who are vegetarians or have special dietary requirements, they will be catered for at no additional costs. Please advise the Lagoon Restaurant 2 weeks prior to the event.

### **Disc Jockey**

If you have asked for the DJ to be included in your package, the Lagoon will book those services when your event has been confirmed & the deposit has been received.

### **Wheelchair & Disabled Access**

Wheelchair access to the building and designated disabled toilets are available.



## **Deposits**

A deposit is required to confirm your booking & secure a Private Function room. The deposit is \$500 per private room, \$1000 to book the Main Dining area exclusively or \$200 to book a table in the Main Dining. The deposit is to be paid on confirmation of the date. Prior to the deposit being paid, the venue will be held for seven (7) days. If verbal communication is not received within this time, management reserve the right to cancel the booking and allocate the venue to another client. In order to secure the reservation, confirmation deposits should be received within seven (7) days of acceptance along with the booking confirmation form signed in acceptance of these terms and conditions. The deposit will be held as a security bond and refunded seven (7) days after the event and used to cover damaged property, stolen items and any unpaid tabs.

## **Changing the Date of your Function**

We will allow you to change the date of your Function ONCE (1) without penalty, should you need to change the date a second or consecutive time, the deposit will be forfeited and a new deposit is needed to re-book. Should you wish to cancel your reservation after already changing the date; the deposit will be forfeited regardless of how much notice is given.

## **Payment Type**

Major credit cards, company cheques, electronic transfers or cash payments are acceptable. Please note AMEX will incur a 2% surcharge, and Diner will incur 3% surcharge.

## **Final Payment**

Final payment is to be settled seven (7) days before the date of the event.

## **Minimum Spend**

The agreed minimum spend is applicable, if this amount is not reached on the evening, the outstanding balance will be charged to the client's credit card given on confirmation or taken out of holding deposit.

## **Cancellations**

The Lagoon Restaurant must be notified of all cancellations in writing. If the cancellation is less than 3 months prior to the date of the function the deposit is non-refundable. If less than 1 month prior to the date of the function 50% of the minimum spend applies. If less than 2 weeks prior to the date of the function the full amount of the event applies

## **Final Details**

Final numbers, menus and room set ups must be confirmed in writing 7 days prior to the event. Confirmation of numbers is required 3 days (72 hours) prior to your event. After this time, no downward adjustment in the total catering cost is possible.

## **Changes to Menu Choices**

Menu choices are to be confirmed four (4) weeks prior to the event. Any changes thereafter to the agreed menu and beverage choices must be made through management. For any additional guests over the number confirmed, the quoted and agreed price per person will apply providing that The Lagoon can accommodate the extra numbers.

## **Vacation of Function Rooms**

The function room must be vacated by 5pm for lunch bookings, unless otherwise specified. There is no hire fee for the private room but a minimum number of people are required. The restaurant reserves the right to move groups to the main dining room if numbers drop significantly

## **Other Functions**

The restaurant reserves the right to book other functions in the same room up to an hour before the scheduled function commencement time and an hour after the scheduled finishing time. Additionally the venue reserves the right to book a concurrent function in adjoining rooms at any time.

## **Conduct of Event**

The client shall conduct the event in an orderly manner compliant with the rules of the venue and in accordance with all applicable laws. BYO is not permitted. Smoking is not permitted in the restaurant. The client is liable for the actions of their invitee's and any damages or losses incurred. Any costs will be invoiced directly.

## **Restaurant's Right**

The venue does not assume responsibility or liability for any loss or damage to any property belonging to the client, client's guests or invitees. The venue reserves the right to exclude or remove any undesirable persons from the event or the venue premises without liability. The venue also reserves the right to cancel the booking if:- The venue or any part of it is closed due to circumstances, the deposit has not been paid by the due date, the client becomes insolvent, bankrupt or enters into liquidation or receivership, The event may prejudice the reputation of the venue.

## **Responsible Service of Alcohol**

The Lagoon's management and employees will at all times be bound to state licensing laws and the responsible service of alcohol act. The Lagoon Lounge Bar is licensed till 2am however it is up to the discretion of management as to what time the bar will close.



# Function Confirmation Form

# LAGOON

### OFFICE USE ONLY

Tentative	Deposit	ResPak F	Conf Letter	Booked	Booked	Booked	Paid	Refund

In order to secure your reservation, please complete the Function confirmation form and Post or Fax back to: Functions Manager - **Fax Number:** 02 4226 2125 – **Address:** PO BOX 470, WOLLONGONG NSW 2500

Name:
Company:
Type of Function: <input type="checkbox"/> Wedding <input type="checkbox"/> Birthday <input type="checkbox"/> Christening <input type="checkbox"/> Corporate <input type="checkbox"/> Formal <input type="checkbox"/> Christmas Party <input type="checkbox"/> Other _____
Day of Event: _____ Date of Event: _____ Time: _____
Address: _____ Postcode: _____
Email: _____
Phone: _____ Mobile: _____
Number of Guests: _____
Area Requested: _____
Food Package: _____
Beverage Package: <input type="checkbox"/> Buy Own Drinks <input type="checkbox"/> Consumption <input type="checkbox"/> Bar Tab <input type="checkbox"/> Drinks Package _____
How did you hear about us? <input type="checkbox"/> Attended function <input type="checkbox"/> Internet <input type="checkbox"/> Newspaper <input type="checkbox"/> Word of Mouth <input type="checkbox"/> Wedding magazine – which one? _____ <input type="checkbox"/> Other – please indicate _____
Please indicate how you will pay for your Function:
<b>Deposit Amount: \$</b> _____
Card Type: _____
Card Holders Name: _____
Card Number: _____
Expiry Date: _____
CCV Number (Last 3 numbers on the signature strip on reverse side of card): _____
Signature: _____
Date: _____

Signed in acceptance of the Terms & Conditions  
 Payment by direct deposit is also accepted, Bank Details: BSB 112 879, Acc No. 042251043  
 Please indicate Name of function and date of Function  
 Cheques should be made out to "The Lagoon Seafood Restaurant" - PO BOX 470, Wollongong NSW 2500