

# Cocktail Wedding Package

*\$98 Per Person Based on 80-250 Guests*

## *Includes:*

### *Cocktail Food:*

Choose 6 items from our extensive hot and cold cocktail menu  
Approx. 15 pieces per guest

### *Beverages available for a six hour duration:*

#### *(Pre-Dinner Included)*

Champagne Cocktail arrival  
Hardy's Brut Reserve Sparkling Wine  
Rothbury Cabernet Merlot  
Rothbury Semillon Sauvignon Blanc  
Carlton Draught, Carlton Midstrength and Cascade Light Beer  
100% Orange juice and assorted soft drinks  
Port served with coffee

## *Includes:*

Venue hire  
Private bridal lounge with bathroom  
Scattered tall cocktail tables with lycra covers  
Cake table with skirt and scalloping  
Gift table fashionably boxed  
Wedding cake cut into finger slices in white cake bags  
Percolated coffee or tea  
Microphone and lectern

# Cocktail Food Choices

## *Hot*

- Tandoori chicken spring rolls with mango chutney
- Thai chicken satay skewers with coconut satay sauce
- Spinach and cheese puff with tomato kasundi
- Vegetable tartlet with parmesan wafer
- Crumbed baby lamb cutlets with tomato relish
- Blue cheese and neufchatel tartlet with caramelized red onion
- Beef mignon with horseradish aioli
- Grilled lemon pepper prawns with dill aioli

## *Cold*

- Rare roast beef on ciabatta toast with béarnaise sauce
- Smoked salmon with dill neufchatel on crispy baguette
- Cajun lamb loin on ciabatta toast with tomato kasundi and roquette
- King prawns with rice noodles salad and mango, lime salsa
- Prawn, chicken or vegetarian nori with soy and wasabi
- Baked button mushrooms filled with chicken pate
- Tomato, basil and bocconcini bruschetta
- Smoked chicken and brie on thyme crostini

# Standard Wedding Package

*\$125 Per Person Based on 80-140 Guests*

## *Includes:*

### *Three Course Menu to Include:*

Choice of 1 Soup or Entrée  
Choice of 2 Main Courses  
Choice of 1 Dessert  
Percolated coffee, Pickwick tea & chocolates

### *Beverage Six Hour Duration*

*(Pre-Dinner Included)*

Hardy's Brut Reserve Sparkling Wine  
Rothbury Cabernet Merlot  
Rothbury Semillon Sauvignon Blanc  
Carlton Draught, Carlton Midstrength and Cascade Light Beer  
100% Orange juice & assorted soft drinks  
Port served with coffee

## *Inclusive:*

Venue hire  
Private bridal lounge room and bathroom  
White linen tablecloths and napkins  
Chair covers with sashes for the bridal table  
Bridle table with skirt and scalloping  
Cake table with skirt and scalloping  
Gift table fashionably boxed  
Printed menus placed on tables  
Seating plan at entrance to room  
Wedding cake cut into finger slices in white cake bags  
Microphone and lectern

# *Deluxe Wedding Package*

*\$140 Per Person Based on 80-140 Guests*

## *Includes:*

On Arrival Canapés and Champagne Cocktails

### *Three Course Menu to Include:*

Choice of 1 Soup or Entrée

Choice of 2 Main Courses

Choice of 1 Dessert

Percolated coffee, Pickwick tea

### *Beverage Six Hour Duration*

*(Pre-Dinner Included)*

Hardy's Brut Reserve Sparkling Wine

Rothbury Cabernet Merlot

Rothbury Semillon Sauvignon Blanc

Carlton Draught, Carlton Midstrength and Cascade Light Beer

100% Orange juice and assorted soft drinks

Port served with coffee and chocolates

## *Inclusive:*

Venue hire

Private bridal lounge room and bathroom

White linen tablecloths and napkins

Chair covers with sashes for the bridal table and guest chairs

Bridle table with skirt and scalloping

Cake table with skirt and scalloping

Gift table fashionably boxed

Printed menus placed on tables

Seating plan at entrance to room

Wedding cake cut into finger slices in white cake bags

Microphone and lectern

# Set Menu

## Entrée

Mushroom and thyme soup with parmesan croutons (g) (v)

Chicken rillettes tartlet with a roquette and macadamia salad and raspberry vinaigrette

Chicken liver and green peppercorn pate with melba toast and onion jam

Spinach and ricotta gnocchi with napolitana sauce (v)

Smoked salmon, goats cheese and roquette salad on a warm herb potato rosti

Szechuan pepper squid with rice noodle salad

Harissa lamb loin on a spinach and walnut cous cous salad with raisin vinaigrette (g)

Braised beef and mushroom pie with a cauliflower and pea puree

## Main

Fillet mignon with mushroom duxelle, dauphinoise potato and cabernet jus

Pan fried chicken breast on a pumpkin and asparagus risotto drizzled with truffle oil (g)

Atlantic salmon with a fresh herb salad, avocado and cherry tomato salsa (g)

Parmesan crusted lamb rack on a sweet potato and green bean salad with salsa verde

Braised pork belly with creamy mashed potato and pear and apple chutney (g)

Scotch fillet with roasted potatoes, broccolini and a mustard tarragon sauce

Prawn and scallop risotto with a lime and dill crème fraiche (g)

Pumpkin and parmesan ravioli with a red pepper and pinenut sauce (v)

## *Dessert*

Vanilla crème brulee with raspberry sorbet (g)

Meringue with seasonal fruits and chantilly cream (g)

Dark chocolate mousse with berry coulis (g)

Sticky date pudding with butterscotch sauce and vanilla bean ice cream

Brandy snap basket with trio of sorbet

Strawberry and cream panna cotta with a champagne and mint syrup (g)

Selection of Australian cheeses, lavosh and dried fruits

## *And To Finish*

Percolated coffee, selection of Pickwick tea and chocolates

# Oxford Hotel Wedding Terms and Conditions

## **Tentative Bookings**

A Tentative Booking will be held for 14 days and will be automatically cancelled unless an extension is requested.

## **Confirmation of Bookings**

A deposit of \$500.00 is required to guarantee the booking and will be deducted from the final account. Upon confirmation of the booking, a receipt and confirmation letter will be issued.

## **Final Confirmation of Numbers**

You are required to finalise arrangements, by personal appointment with the Functions Manager not less than 14 days prior to the event.

## **Guaranteed Numbers**

A guaranteed number of guests attending the function are required 72 hours prior to the event. Management reserves the right to charge for meals prepared in accordance with numbers guaranteed. Additional meals for photographer and DJ must be paid for.

## **Price Variations**

Please note that whilst prices are based on current costing, any increase or unavailability will be advised thirty (30) days prior to the event. All prices are GST inclusive.

## **Cancellations**

Should circumstances arise where a cancellation is necessary within ninety (90) days notice, we will not refund your deposit. We reserve the right to charge a cancellation fee on the total value of the function as follows:

Notice within 30 days 50%

Notice within 14 days 100%

## **Personal Belongings**

The staff will take every care with security and protection of your property. We cannot accept liability for loss or damage of any items whilst it is in our premises. We recommend you arrange insurance cover.

## **Use of Confetti**

The hotel prohibits the use of confetti on the premises.

## **Display and Signage**

Nothing is to be nailed, screwed or adhered to any wall or paintwork.

## *Terms and Conditions cont.....*

### **Entertainment**

All Bands and DJ's to report to the Duty Manager before set up. They must provide floor covering for all equipment.

### **Damage to Property**

Damage caused to property including linen, carpets, fixtures and fittings, resulting in replacement of the property will be financial responsibility of the hirer.

### **Delivery**

All deliveries to the Venue must be advised to the Function Coordinator prior and marked with the name and date of the function. Wedding cakes should only be delivered on the day of the function, or if this is not possible, they should be stored in a protective box or container. Whilst every effort will be made to assist in the movement of goods to the function room, assistance will be offered only if staff is available at that time.

### **Payment of Account**

Payment for the total function is required 72 hours prior to the function. A deposit is required for beverage by consumption with the remaining amount to be paid on conclusion of the function. Payment can be made by cash, cheque or credit card.

**Upon payment by credit cards, surcharge applies.**

**Visa, master card 1.5%**

**Diners, Amex 3%**

### **Minimum of Numbers**

A minimum of eighty (80) guests is required when booking the main room for the Deluxe and Standard packages. A minimum of 60 guests for Design your Own.

### **Smoking**

The Oxford Hotel is a totally smoke free venue. This is a zero tolerance policy.

### **Public Holidays**

Attract a 20% surcharge on the total food and beverage account.

### **Licensed Premises**

The Oxford Hotel is a fully licensed venue. Any bought in alcohol will be confiscated and returned upon conclusion of functions.

### **Responsible Service of Alcohol**

Alcohol will be served responsibly; any person deemed to be intoxicated would either be refused service or removed from the premises.

# Declaration

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

Client Name/s: \_\_\_\_\_

Function Date: \_\_\_\_\_ Number of Guests: \_\_\_\_\_

Function Type: \_\_\_\_\_

Guest Arrival: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone: Work: \_\_\_\_\_ Home: \_\_\_\_\_

Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Dated

## **Payment of deposit by credit card – require the following details**

Type of card (ie: Visa, Mastercard, Amex): \_\_\_\_\_

Card number: \_\_\_\_\_ expiry date: \_\_\_\_\_

Name of card holder: \_\_\_\_\_

Signature of card holder: \_\_\_\_\_

## **Payment of deposit by cash or cheque – require the following details**

Cash Amount: \_\_\_\_\_

Cheque Amount / Number: \_\_\_\_\_

Please be aware if the above is not signed, The Oxford Hotel reserves the right to enforce the above terms and conditions where applicable