



  portersplainland.com.au

FUNCTIONS & ACCOMMODATION

OPENING MAY 2019



CONTENTS

WELCOME	3
OUR FUNCTION ROOMS	4
MORNING & AFTERNOON TEAS	8
DAY DELEGATE PACKAGES	9
BREAKFAST MENUS	11
CANAPÉS	12
ALTERNATE DROP MENU	13
ROAST CARVERY BUFFET MENU	15
SEAFOOD BUFFET MENU	16
BUFFET MENU	17
BEVERAGE PACKAGES	18
ONSITE ACCOMMODATION	21
TERMS & CONDITIONS	23
REQUEST A FUNCTION QUOTE	24

Porters Plainland Hotel
66 Laidley-Plainland Road
Plainland Queensland 4341

Phone: 07 5465 6547
Email: functions@portersplainland.com.au



WELCOME TO PORTERS

PORTERS PLAINLAND HOTEL has been owned and operated by the Porter family for over 70 years in the beautiful Lockyer Valley.

Located 40 minutes from Toowoomba, 30 minutes from Ipswich and an hour from Brisbane, we're the perfect midway point for your next function.

PACKAGES

Whether it be a meeting, a party or a wedding, we can cater for all of your needs. Porters offer a great variety of food and beverage packages to suit any event.

We can also cater for all dietary requirements to ensure every guest is satisfied.

ACCOMMODATION

With 16 brand new 4-star motel rooms conveniently located directly next to the function rooms, your accommodation is only a short stroll away.

All rooms are modern, spacious and guaranteed to make your stay an enjoyable one.

FUNCTION ROOM HIRE

We have three brand new function rooms that can be configured in many different layouts or sizes to cater for your specific needs.

All rooms have been fitted with state of the art audio visual equipment, and other function items are available at no extra charge.





OUR FUNCTION ROOMS

HALF DAY | LESS THAN 4 HOURS

	Any Layout	Empty Room
Small	\$200	\$100
Medium	\$300	\$150
Large	\$400	\$200

FULL DAY | MORE THAN 4 HOURS

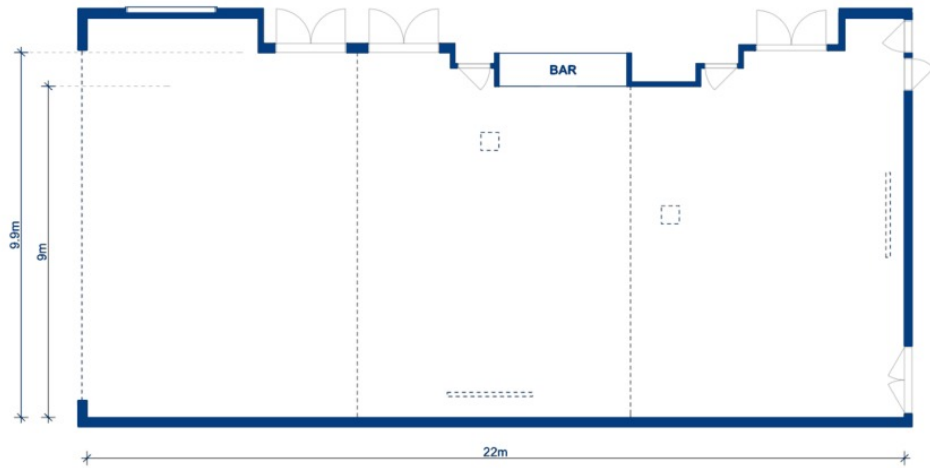
	Any Layout	Empty Room
Small	\$300	\$200
Medium	\$450	\$300
Large	\$600	\$400

Maximum room hire is 8 hours. Hire includes (where needed): basic room setup & pack down, use of microphone & PA system, water/mints, white linen, note pads/pens, projector & screen, dance floor (4m x 4m), stage (1.8m x 2.4m x 0.4m), lectern & whiteboard/pens.

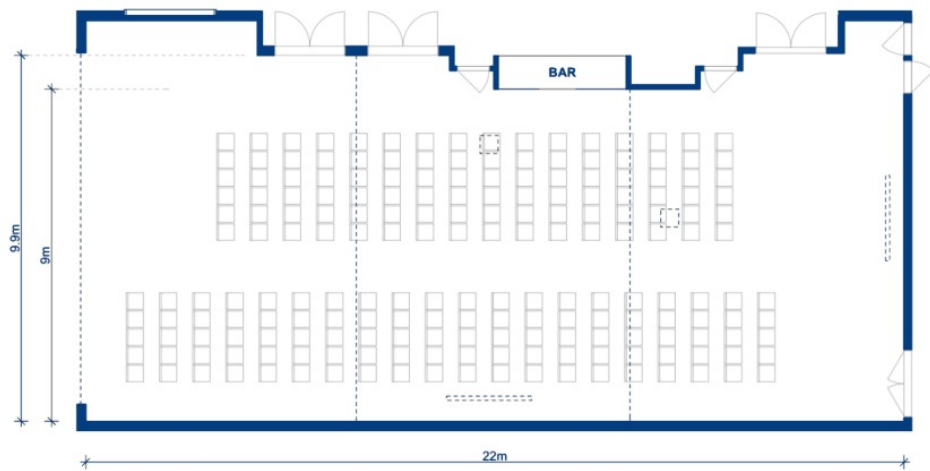
CAPACITY VS LAYOUT	Banquet	Cocktail	Boardroom	Classroom	Theatre	U-Shape
Small 9 x 7.4m (66.6m ²)	40	60	22	24	84	23
Medium 9 x 14.8m (133.2m ²)	80	120	40	54	157	39
Large 9 x 22.3m (200.7m ²)	120	200			200	

Room capacities do not account for stages, extra tables or dance floors. Capacities will be reduced when these items are added.

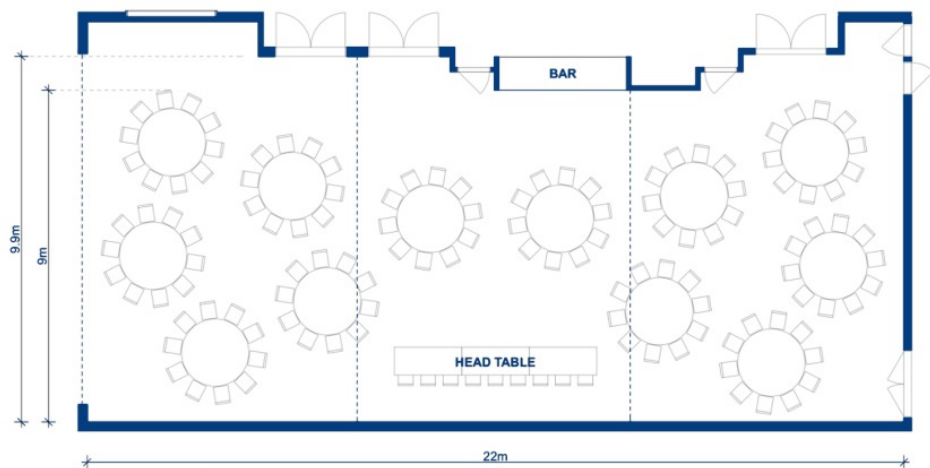
LARGE ROOM | EMPTY

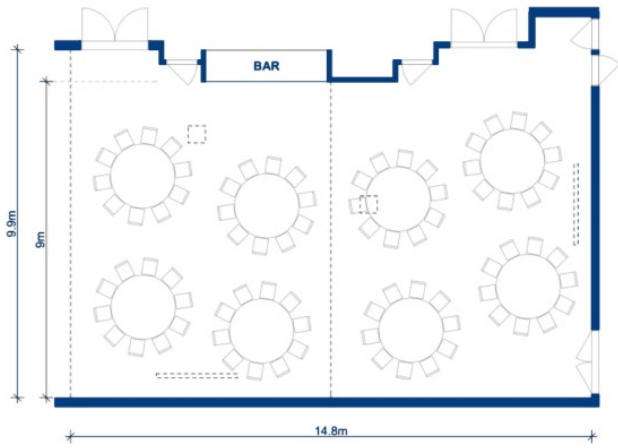


LARGE ROOM | THEATRE

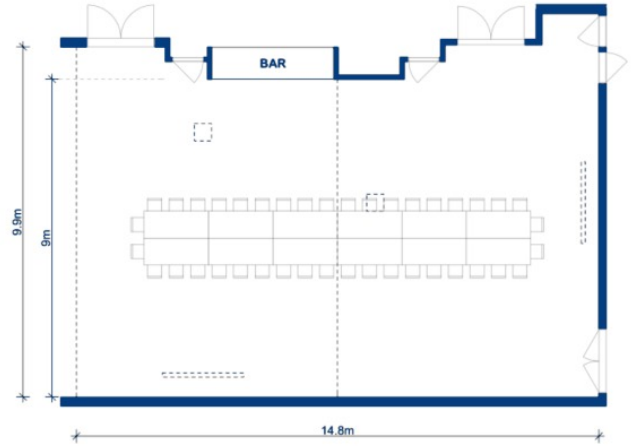


LARGE ROOM | BANQUET

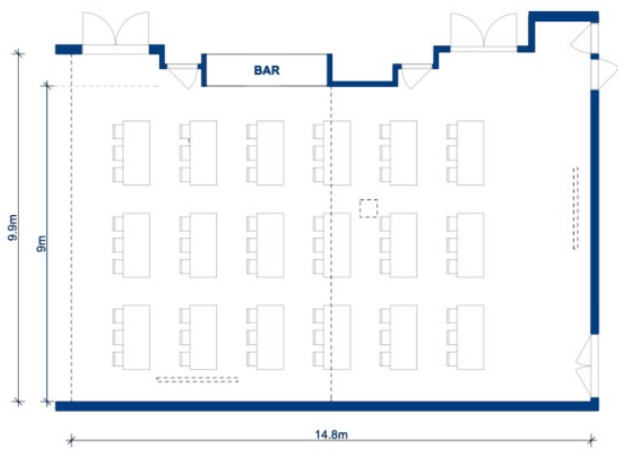




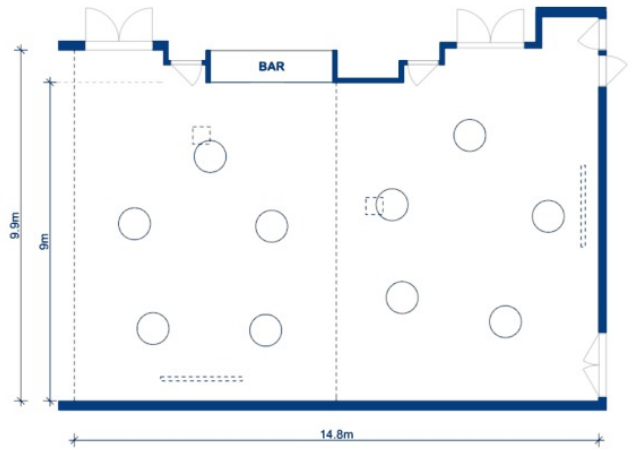
MEDIUM ROOM | BANQUET



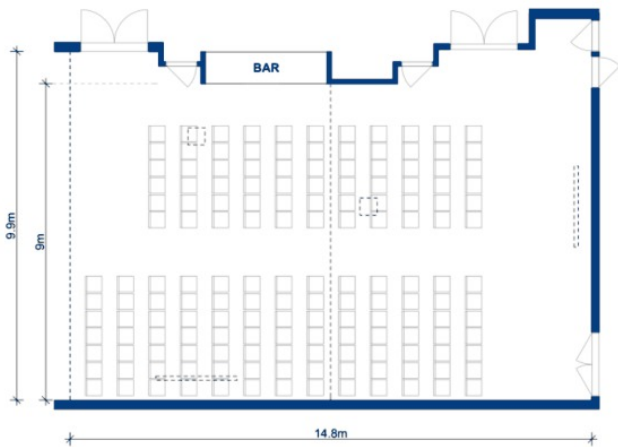
MEDIUM ROOM | BOARDROOM



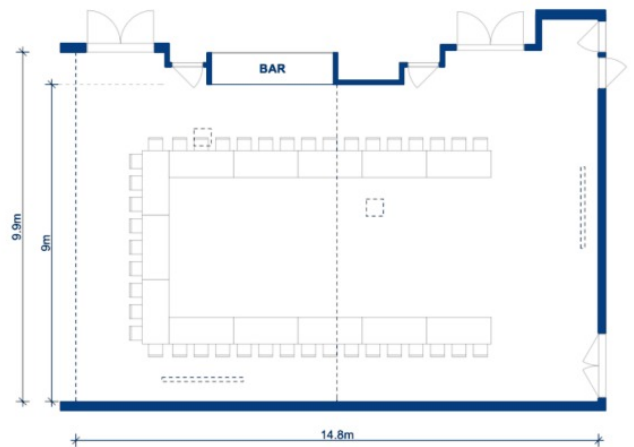
MEDIUM ROOM | CLASSROOM



MEDIUM ROOM | COCKTAIL

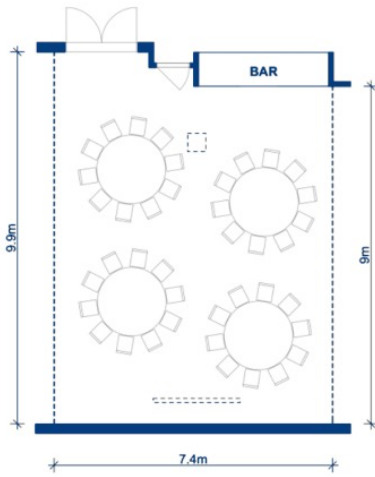


MEDIUM ROOM | THEATRE

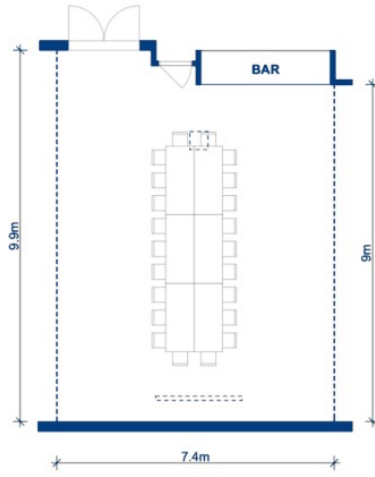


MEDIUM ROOM | U-SHAPE

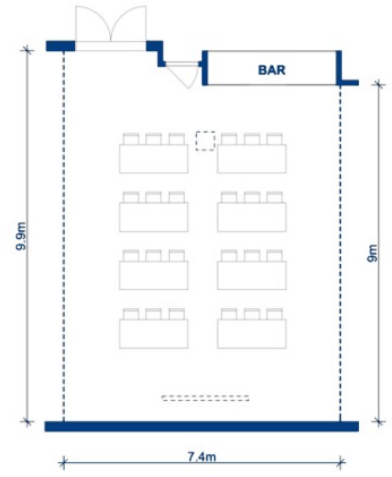




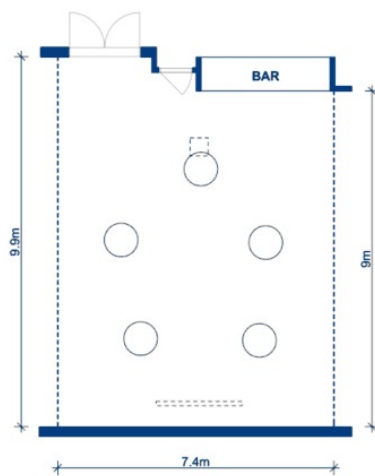
SMALL | BANQUET



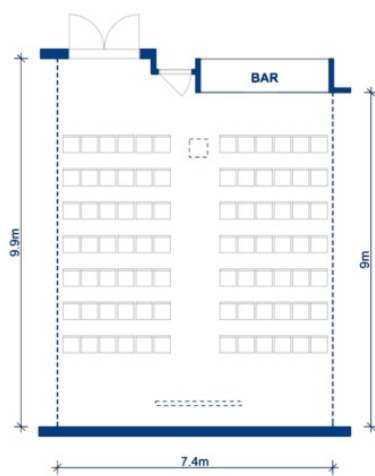
SMALL | BOARDROOM



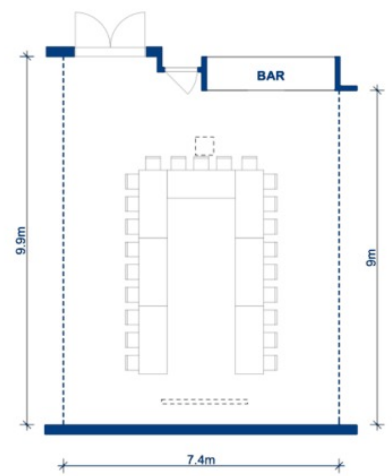
SMALL | CLASSROOM



SMALL | COCKTAIL



SMALL | THEATRE



SMALL | U-SHAPE



MORNING & AFTERNOON TEAS

MORNING/AFTERNOON TEA | \$10 PP

Select one option from below - or add another selection for \$7 PP per item

Freshly Baked Scones with Jam & Cream ^V

Chef's Selection of Sweet Muffins ^V

Fresh Fruit Platter ^{DF/GF/VN}

Banana & Walnut Bread ^V

Chocolate & Macadamia Nut Brownies ^{V/GF AVAILABLE}

Cheese Board ^V

Selection of Cakes & Slices ^{V/GF AVAILABLE}

Includes Self Service Tea/Coffee station on arrival and for the duration of your event.

For Hot Finger Foods, please refer to our Canapés page.

GF Gluten Free, or a Gluten Free option is available

DF Dairy Free, or a Dairy Free option is available

V Vegetarian, or a Vegetarian option is available

VN Vegan





DAY DELEGATE PACKAGES

FULL DAY (8 HOURS) | MORNING TEA, LUNCH & AFTERNOON TEA - \$42 PP FOOD ONLY
HALF DAY (4 HOURS) | LUNCH & MORNING OR AFTERNOON TEA - \$32 PP FOOD ONLY

LUNCH OPTION 1

Chef's Selection of Freshly Made Baguettes
 Served with Hot Chips

LUNCH OPTION 2 - CHEF'S SELECTION HOT LUNCH

Freshly Baked Rolls
 Chef's Selection of Two Salads
 Chef's Selection of Two Hot Dishes & One Side Dish
 Served with Condiments

LUNCH OPTION 3 - PLOUGHMAN'S LUNCH

Freshly Baked Rolls
 Chef's Selection of Cold Roast & Deli Meats
 Selection of Two Fresh Salads
 Sliced Beetroot, Pineapple & Boiled Eggs
 Daily Selection of Cheese
 Chef's Selection of Mixed Condiments

Select one Lunch option from above. All options include a Self Serve Tea/Coffee station on arrival and for the duration of your event.

Gluten Free, Dairy Free, Vegetarian and Vegan options are available on request for all Lunch menus.





DAY DELEGATE PACKAGES

MORNING OR AFTERNOON TEA | \$10 PP FOOD ONLY

MORNING TEA

Select one option from below. Includes a Self Serve Tea/Coffee station on arrival and for the duration of your event.

Freshly Baked Scones with Jam & Cream ^V

Chef's Selection of Sweet Muffins ^V

Fresh Fruit Platter ^{DF/GF/VN}

Banana & Walnut Bread ^V

Chocolate & Macadamia Nut Brownies ^{GF/V}

Selection of Biscuits & Cookies ^{GF/V}

Selection of Cakes & Slices ^{GF/V}

GF Gluten Free, or a Gluten Free option is available

DF Dairy Free, or a Dairy Free option is available

V Vegetarian, or a Vegetarian option is available

VN Vegan

AFTERNOON TEA

Select one option from below. Includes a Self Serve Tea/Coffee station on arrival and for the duration of your event.

Freshly Baked Scones with Jam & Cream ^V

Selection of Biscuits & Cookies ^{GF/V}

Cheese Board ^V

Fresh Fruit Platter ^{DF/GF/VN}

Chocolate & Macadamia Nut Brownies ^{GF/V}

Selection of Cakes & Slices ^{GF/V}



BREAKFAST MENUS

ON THE GO | \$16.50 PP

Self Service Selection of Orange Juice, Coffee & Teas

Ham & Cheese Croissants
Chef's Selection of Pastries or Muffins
Fresh Fruit
House Made Muesli
Yoghurt

HOT PLATED | \$24.50 PP

Self Service Selection of Orange Juice, Coffee & Teas

Scrambled Eggs, Oven Roasted Tomato, Bacon,
Sautéed Mushrooms & Breakfast Sausage with
Toasted Sourdough

BREAKFAST BUFFET | \$34 PP

Self Service Selection of Orange Juice, Coffee & Teas

Chef's Selection of Pastries & Muffins
Selection of White & Grain Breads for Toasting
With All the Condiments
Fresh Fruit Platter
House Made Muesli & Yoghurt
Bacon Rashers
Breakfast Sausages
Oven Roasted Tomatoes
Sautéed Mushrooms
Scrambled Eggs
House Made Baked Beans

Gluten Free, Dairy Free, Vegetarian and Vegan options are available on request for all Breakfast menus.





CANAPÉS

PUB CLASSICS | PICK 4 FOR \$10 PP

Add \$2.50 PP per extra selection

Cocktail Vegetable Spring Rolls ^V
 Party Pies
 Sausage Rolls
 Cheerios ^{DF/GF}
 Mini Quiche ^{GF}
 Potato Wedges ^{VN}
 Vegetable Dim Sims ^V

MORE SUBSTANTIAL | \$5 PP PER ITEM

Can be added to any Canapé menu on this page

Beef Slider
 Crumbed Whiting with Chips & Lemon
 Singapore Chicken Noodle Stir Fry

GF Gluten Free, or a Gluten Free option is available
DF Dairy Free, or a Dairy Free option is available
V Vegetarian, or a Vegetarian option is available
VN Vegan

PREMIUM SELECTION

PICK 4 FOR \$14 PP | 6 \$20 | 8 \$25.50

COLD

Mini Blinis Topped with Smoked Salmon & Dill
 Cream Cheese
 Tomato, Basil & Red Onion Crostini with Balsamic Glaze ^V
 Cream Cheese Stuffed Bell Pepper ^{V/GF}
 Thai Beef in a Crispy Wonton Cup ^{DF/GF AVAILABLE}
 Beetroot & Feta Mousse Tart ^{V/GF AVAILABLE}

HOT

Honey Sesame Fried Chicken Wings
 Steamed BBQ Pork Buns ^{DF}
 Cheeseburger Spring Rolls
 Garlic & Rosemary Beef Skewers ^{DF/GF}
 Chorizo Samosa
 Indian Vegetable Samosa ^{VN}
 Chef's Selection of Mini Quiches ^{V/GF AVAILABLE}
 Coconut Crumbed Prawns
 Prawn Gyoza
 Satay Chicken Skewers





ALTERNATE DROP MENU

3 COURSES \$65 PP | 2 COURSES \$52 PP | MAIN COURSE ONLY \$35 PP

ENTRÉE | PICK TWO

Smoked Chicken, Pistachio & Parmesan Garnished with a Cranberry Glaze & Rocket Salad ^{GF}

Thai Beef Salad, Sous Vide Beef Tenderloin Garnished with a Thai Inspired Salad & Roasted Peanuts ^{DF}

Slow Cooked Pork Belly Served on a Cauliflower Puree, Finished with an Apple Balsamic Reduction & Fresh Apple Slaw ^{GF}

Grilled Vegetable Stack Drizzled with Truffled Basil Pesto, garnished with Fresh Rocket Salad ^{GF/VN AVAILABLE}

GF Gluten Free, or a Gluten Free option is available

DF Dairy Free, or a Dairy Free option is available

V Vegetarian, or a Vegetarian option is available

VN Vegan

MAINS | PICK TWO

Lemon & Thyme Roasted Chicken Supreme Served with Roast Pumpkin Puree, Sea Salt & Truffle Fried Potatoes & Fresh Broccolini, Finished with Garlic Cream Sauce ^{GF}

Stanbroke Grass Fed Beef Eye Fillet Served with Creamy Garlic Mash Potato, Roasted Lockyer Valley Beetroot & Baby Carrots Finished with Rich Beef Jus ^{GF}

Grilled Pork Loin Medallions Served with Sweet Potato Mash, Seasonal Greens & a Mustard Cream Sauce ^{GF}

Baked Barramundi Served with a Dill & Caper Mash Potato, Oven Roasted Tomato, Asparagus & Hollandaise Sauce

Dairy Free, Vegetarian and Vegan options are available on request.





ALTERNATE DROP MENU

3 COURSES \$65 PP | 2 COURSES \$52 PP | MAIN COURSE ONLY \$35 PP

DESSERT | PICK TWO

Lemon Meringue Panna Cotta, Vanilla Bean Panna Cotta Topped with Lemon Curd, Torched Meringue & Candied Lemon Rind ^{GF/V}

Black Forest Torte with Cherry & Coconut Bark, Whipped Cream & Shaved Chocolate ^V

Decadent Chocolate Tart Served with Fresh Berries, Double Cream & Raspberry Coulis ^V

Caramel Torte Layered with Caramel Butter Cream, Finished with Salted Caramel Smear, Toasted Marshmallow & Crisp Wafer Stick ^V

Dairy Free and Vegan options are available on request.





ROAST CARVERY BUFFET MENU

ROAST CARVERY BUFFET \$45 PP | WITHOUT DESSERT \$32 PP

ASSORTED DINNER ROLLS & BUTTER

ROAST MEATS | PICK THREE

Served with Truffle Roast Potatoes.

Turkey ^{GF}
Beef ^{GF}
Chicken ^{GF}
Lamb ^{GF}
Pork ^{GF}

VEGETABLES | PICK TWO

Bacon Potato Bake ^{GF}
Steamed Seasonal Vegetables ^{GF/DF/V/VN}
Cauliflower & Broccoli Bake ^{GF}
Roast Vegetable Medley ^{GF/DF/V/VN}
Sweet Potato, Carrot & Pumpkin

SALADS | PICK TWO

Caesar Salad
Creamy Potato Salad ^{GF}
Mediterranean Style Pasta Salad ^{DF/V}
Fresh Garden Salad ^{GF/DF/V/VN}

DESSERTS | PICK TWO

Served with Vanilla Bean Whipped Cream & Fresh Fruit Salad.

Chocolate Mousse Tarts ^V
Individual Pavlovas ^{GF/V DF AVAILABLE}
Apple & Rhubarb Crumble with Custard ^V
Stick Date Pudding with Butterscotch Sauce ^V
Cheesecake ^V
Choose one of: Cookies & Cream, Passionfruit, Mango Swirl or Rocky Road



SEAFOOD BUFFET MENU

SEAFOOD BUFFET \$75 PP | WITHOUT DESSERT \$62 PP

ASSORTED DINNER ROLLS & BUTTER

COLD SEAFOOD

Cooked Australian Prawns ^{GF/DF}
Natural Oysters ^{GF/DF}
Moreton Bay Bugs ^{GF/DF}

HOT SEAFOOD

Crumbed Whiting Fillets
Salt & Pepper Calamari
Orange & Maple Salmon Fillet ^{GF}

GF Gluten Free, or a Gluten Free option is available
DF Dairy Free, or a Dairy Free option is available
V Vegetarian, or a Vegetarian option is available
VN Vegan

SIDES

Sea Salt & Truffle Fried Potatoes ^{GF/DF/VN}
Citrus, Fennel & Rocket Salad ^{GF/DF/VN}
Sautéed Greens with Sesame & Soy ^{GF/DF/VN}
Mediterranean Grilled Vegetable Salad ^{DF/VN}

DESSERTS | PICK TWO

Served with Vanilla Bean Whipped Cream & Fresh Fruit Salad.

Chocolate Mousse Tarts ^V
Individual Pavlovas ^{GF/V DF AVAILABLE}
Apple & Rhubarb Crumble with Custard ^V
Stick Date Pudding with Butterscotch Sauce ^V
Cheesecake ^V
Choose one of: Cookies & Cream, Passionfruit, Mango Swirl or Rocky Road





BUFFET MENU

BUFFET \$55 PP | WITHOUT DESSERT \$42 PP

ASSORTED DINNER ROLLS & BUTTER

HOT MAIN DISHES | PICK THREE

Fragrant Lamb Korma ^{GF}
 Beef Lasagne
 Southern Fried Chicken Tenders ^{GF}
 Beef Sirloin Chimichurri ^{DF/GF}
 Honey Mustard Pork Medallions ^{GF}

HOT SIDE DISHES | PICK THREE

Truffle Roast Potatoes ^{GF/DF/V/VN}
 Saffron Steamed Rice ^{GF/DF/V/VN}
 Two Potato Gratin ^{GF/V}
 Sautéed Greens with Garlic Butter & Almonds ^{GF/V}
 Sweet Potato Wedges ^V
 Cauliflower & Broccoli Bake ^{GF/V}

SALADS | PICK TWO

Caesar Salad
 Creamy Potato Salad ^{GF}
 Mediterranean Grilled Vegetable Salad ^{DF/V/VN}
 Fresh Avocado Garden Salad ^{GF/DF/V/VN}

DESSERTS | PICK TWO

Served with Vanilla Bean Whipped Cream & Fresh Fruit Salad.

Chocolate Mousse Tarts ^V
 Individual Pavlovas ^{GF/V DF AVAILABLE}
 Apple & Rhubarb Crumble with Custard ^V
 Stick Date Pudding with Butterscotch Sauce ^V
 Cheesecake ^V
 Choose one of: Cookies & Cream, Passionfruit, Mango Swirl or Rocky Road





STANDARD BEVERAGE PACKAGE

2 HOURS \$25 PP | 3 HOURS \$31 PP | 4 HOURS \$37 PP | 5 HOURS \$43 PP

TAP BEERS/CIDERS | PICK FOUR

Great Northern Original 4.2%
Great Northern Super Crisp 3.5%
Cascade Premium Light 2.7%
Victoria Bitter 4.6%
Carlton Dry 4.6%
Carlton Mid 3%
Lumber Yak (Cider) 4.2%

WINES

Lindeman's Henry Sons Semillon Sauvignon Blanc
Lindeman's Henry Sons Chardonnay
Lindeman's Henry Sons Shiraz Cabernet
Lindeman's Cawara Merlot
T'Gallant Juliet Moscato
Yellow by Yellowglen

SOFTDRINKS & JUICES

Coke
Diet Coke
Fanta
Lift
Sprite
Lemon, Lime & Bitters
Soda Water
Orange Juice

TEA & COFFEE

Tea & Coffee Station

Minimum 20 people. Includes full table or tray service.





PREMIUM BEVERAGE PACKAGE

2 HOURS \$32 PP | 3 HOURS \$38 PP | 4 HOURS \$44 PP | 5 HOURS \$50 PP

TAP BEERS/CIDERS | PICK FOUR

Great Northern Original 4.2%
Great Northern Super Crisp 3.5%
Cascade Premium Light 3%
Victoria Bitter 4.6%
Carlton Dry 4.6%
Carlton Mid 3%
Wild Yak 4.5%
Rusty Yak (Ginger Beer) 3.5%
Lumber Yak (Cider) 4.2%
Canadian Club & Dry 4.8%

WINES

Squealing Pig Marlborough Sauvignon Blanc
Wolf Blass Gold Label Chardonnay
Pepperjack Shiraz
Squealing Pig Pinot Noir
Wolf Blass Yellow Label Moscato
Yellowglen Pinot Noir Chardonnay

BEER STUBBIES

Corona
Crown Lager

SOFTDRINKS & JUICES

Coke, Diet Coke & Coke No Sugar
Fanta, Sprite & Lift
Ginger Ale & Ginger Beer
Lemon, Lime & Bitters
Soda, Tonic & Sparkling Mineral Water
Orange, Apple & Pineapple Juice

TEA & COFFEE

Tea & Coffee Station

Minimum 20 people. Includes full table or tray service.



OTHER BEVERAGE OPTIONS

SPIRITS

2 HOURS \$5 PP | 3 HOURS \$10 PP
4 HOURS \$15 PP | 5 HOURS \$20 PP

Additional to the previous listed packages

Bundaberg UP Rum
Johnnie Walker Red Scotch
Smirnoff Red Vodka
George Dickel Bourbon
Gordon's Gin

CASH BAR

All patrons pay for their own drinks (Minimum spend of \$500). Cash Bar not available for table or tray service. The Function Room bar will only open for a minimum of 30 guests.

TEA & COFFEE STATION | \$5 PP

Tea & Coffee Station with a selection of biscuits

NON ALCOHOLIC PACKAGE

2 HOURS \$10 PP | 3 HOURS \$13 PP
4 HOURS \$16 PP | 5 HOURS \$19 PP

SOFTDRINKS & JUICES

Coke, Diet Coke & Coke No Sugar
Ginger Ale & Ginger Beer
Fanta, Sprite & Lift
Lemon, Lime & Bitters
Soda, Tonic & Sparkling Mineral Water
Apple, Orange & Pineapple Juice

TEA & COFFEE

Tea & Coffee Station

PAY AS YOU GO

Drinks are charged at regular bar prices to an account settled at the end of the night. The Function Room bar will only open for a minimum of 30 guests. Not available for table/tray service. A \$500 deposit applies.

ONSITE ACCOMMODATION

Porters Motel offers 7 King rooms, 7 Twin rooms, 1 Mobility Access King room and also a Family Suite. All rooms are 4-star, spacious and fully equipped with everything you need for an enjoyable and comfortable stay.

Porters Plainland Hotel features include free onsite parking, room service, and bar and gaming facilities.

All our fully airconditioned rooms include smart TVs, Wi-Fi, tea and coffee making facilities, hair dryer, iron and ironing board, and a small fridge.

BREAKFAST PACKS | \$10

Cereal, milk, muffin & apple bits.

PACKED LUNCHES | \$15

Ham & salad roll, muesli bar, piece of fruit and can of softdrink or water.

Below are our nightly rates for each room type:

KING ROOM | FROM \$140

1x King

TWIN ROOM | FROM \$140

2 x King Singles

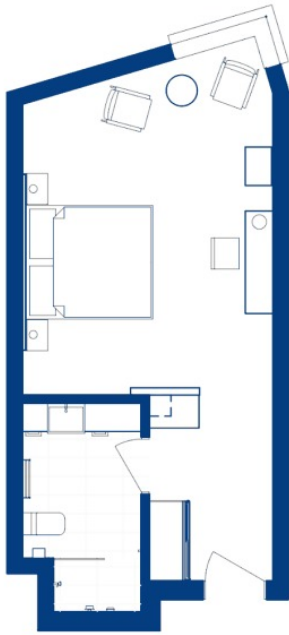
MOBILITY ACCESS | FROM \$140

1x King

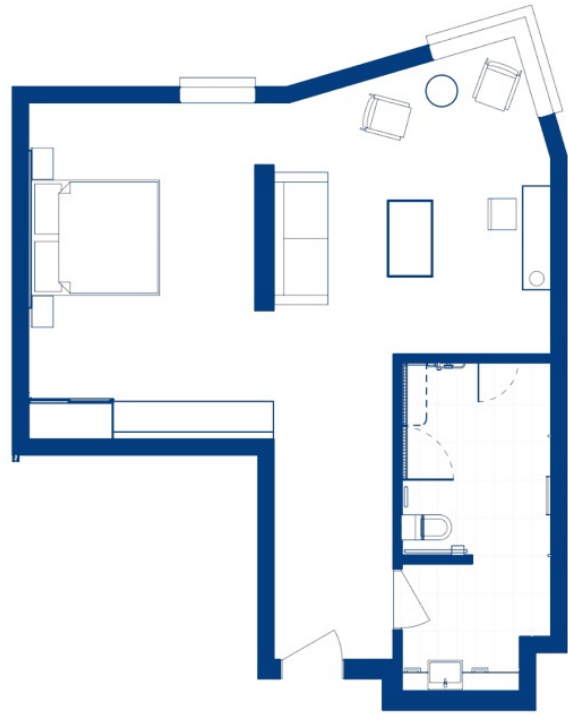
FAMILY SUITE | FROM \$180

1x King, 1x Sofa Bed

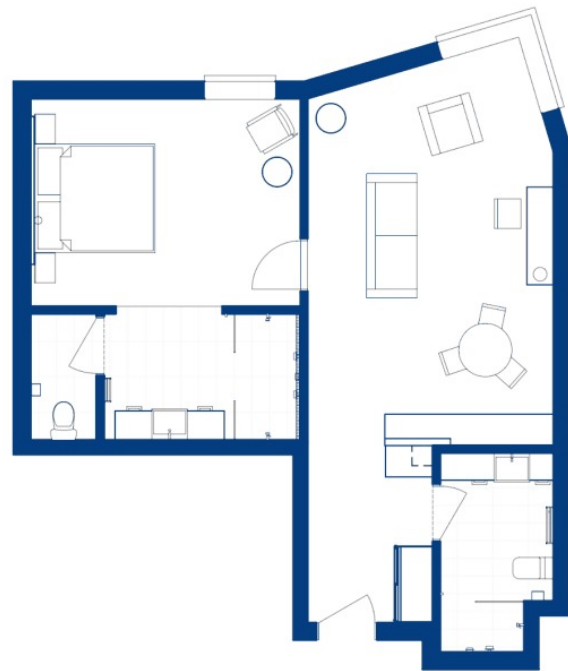
Single rollaways are available (depending on the room type and configuration) for \$50 each, and portacots are available for \$20 each.



KING OR TWIN ROOM



MOBILITY ACCESS ROOM



FAMILY SUITE



TERMS & CONDITIONS

BOOKINGS

Bookings are only taken when a signed 'Quote' has been returned and the function room hire charge has been paid in full. Porters Plainland Hotel does not take tentative bookings for catering or function room hire.

CONFIRMATION & FINAL PAYMENT

All function numbers, menus, dietary, drinks and equipment requirements are to be confirmed no later than 7 days from the function upon completion of a 'Client Contract' and payment in full. With prior approval Porters Plainland Hotel will send invoices to companies with 7 day payment terms.

CANCELLATIONS

Porters Plainland Hotel will only accept cancellations in writing. Cancellation within 7 days of the function will result in the loss of any deposit and final payment should Porters Plainland Hotel not be able to rebook a function of similar size and cost on the same date.

DECORATING

Decorating is at your own expense. Confetti or table scatters are not permitted.

SMOKING

Our function rooms are completely smoke free. Smoking is only permitted in designated outdoor smoking areas.

ENTERTAINMENT

If you wish to provide your own entertainment, you must advise Porters Plainland Hotel and also provide the details of the entertainer and the type of entertainment being provided. Any form of adult entertainment containing nudity is not permitted.

FOOD & DRINK

No food or drink is to be brought onto the premises with the exception of celebration cakes. All food and drink is to be supplied by Porters Plainland Hotel.

ANIMALS

Guide or assistant dogs are the only animals permitted on the licensed premises.

NAKED FLAMES

Due to insurance constraints, the only candles or naked flames permitted in the function room are those on celebration cakes.

FUNCTION TIMES

Function rooms are available for hire from 7am until 12 midnight. The maximum room hire during these times is 8 hours.

CCTV

For the safety of you and your guests, our function rooms are under 24 hour surveillance for visual recording only. No audio is recorded.

ALCOHOL

Porters Plainland Hotel is fully licensed and therefore no alcohol is to be brought onto the premises. In accordance with our Liquor License, alcohol is available for sale or consumption from 9am daily. Alcohol will only be served to persons over the age of 18 years; therefore if asked, all persons must be able to provide photo ID as proof of age. If the guest does not have the correct identification they will be considered underage and therefore will not be served or allowed to consume alcohol. RSA is applicable to all functions and our fully trained staff will enforce RSA when required.

CONDUCT

All guests attending a function are expected to act in accordance with the Hotel's high standard of behaviour. Porters Plainland Hotel reserves the right to remove any person from a function who is deemed to be acting in an unruly, aggressive or improper manner. Porters Plainland Hotel reserves the right to shut down an entire function if staff or other patrons' health and safety is at risk. No refunds will be offered in the event of a guest being removed or a function being shut down.

LOSS OR DAMAGE

Porters Plainland Hotel reserves the right to charge the credit card of any individual or company for the loss or damage of any equipment, fixture or fitting at the venue during its use.

SECURITY

Porters Plainland Hotel reserves the right to request security be present at your function if we deem it necessary. This will be done at your expense by a Porters Plainland Hotel-approved security provider.

PUBLIC HOLIDAYS

Where a function falls on a Public Holiday, a 15% surcharge will apply to the entire function.

PRICING

Whilst we endeavour to maintain prices as printed, Porters Plainland Hotel reserves the right to make changes to function menus to reflect market changes with produce and other food items.

REQUEST A FUNCTION QUOTE

First Name _____ Surname _____

Email _____ Phone _____

Date of Function / /

Function Start Time _____ ☐ am ☐ pm Duration (max 8 hours) _____ Number of People _____

Type of Function ☐ Meeting ☐ Conference ☐ Wedding ☐ Birthday ☐ Wake ☐ Engagement
☐ Other

Room Size ☐ Small ☐ Medium ☐ Large

Room Layout ☐ Banquet ☐ Cocktail ☐ Boardroom ☐ Classroom ☐ Theatre ☐ U-Shape
☐ Empty

Equipment ☐ Microphone & PA ☐ Water & Mints ☐ White Linen ☐ Notepads & Pens
☐ Projector & Screen ☐ Dance Floor ☐ Stage ☐ Lectern ☐ Whiteboard & Pens

Food Required ☐ Yes ☐ No

Menu Type ☐ Morning/Afternoon Tea
☐ Day Delegate Package ☐ Full Day ☐ Half Day ☐ Morning or Afternoon Tea
☐ Breakfast ☐ On the Go ☐ Hot Plated ☐ Buffet
☐ Canapés ☐ Pub Classics ☐ Premium (4) ☐ Premium (6)
☐ Premium (8) ☐ More Substantial
☐ Alternate Drop Menu ☐ 3 Course ☐ 2 Course ☐ Main Only
☐ Buffet Menu ☐ With Dessert ☐ No Dessert
☐ Roast Carvery Buffet ☐ With Dessert ☐ No Dessert
☐ Seafood Buffet ☐ With Dessert ☐ No Dessert

Comments About Menu _____



Please return this form to functions@portersplainland.com.au.
Please allow three business days for a response.

REQUEST A FUNCTION QUOTE

Drinks Required ☐ Yes ☐ No

Drinks Package ☐ Standard Beverage Package ☐ Non Alcoholic ☐ Tea & Coffee
☐ Premium Beverage Package ☐ Cash Bar (min spend \$500)
☐ Spirits ☐ Pay As You Go

Comments About Drinks _____

Accommodation ☐ Yes ☐ No **Number of Rooms Required** (max 16) _____

I understand and accept all Terms & Conditions _____ **Date** / /

Other Comments _____
