



FUNCTION PACKAGE

the mill
the mill hotel

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The Spaces



PRIVATE FUNCTION ROOM

Entertain guests in this large naturally lit room for parties from 40-135 persons. This space is perfect for private engagements, weddings, birthdays, christenings and Christmas parties with its own private bar and courtyard!

Capacity: 135 people standing & 80 seated

Room Hire: \$400 (up to 5 hours)

Minimum Spends: \$800 on food & \$800 on beverages

Enquire about our corporate packages!



PHOENIX LOUNGE

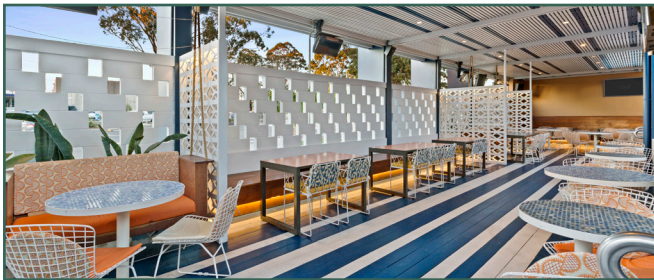
An absolute favourite! This stunning cocktail styled space is located in our renowned beer garden and holds up to 60 people! The space has a retractable roof with your choice of having it open or closed to embrace the weather any day of the year.

Capacity: 40 - 60 people

Room Hire: \$350 (up to 5 hours)

Minimum Spends: \$800 on food

The Phoenix and Laguna Lounge can be combined for larger functions, please enquire with functions coordinator for pricing



LAGUNA LOUNGE

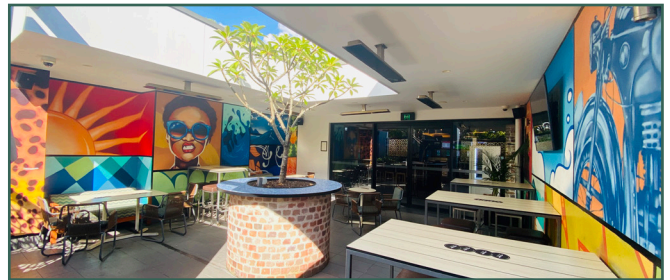
This entirely covered space is perfect for your next cocktail event. Situated right in the heart of the hotel, with close access to the outdoor bar, toilets & big screen TV!

Capacity: 20 - 30 people

Room Hire: \$300 (up to 5 hours)

Minimum Spends: \$500 on food

The Phoenix and Laguna Lounge can be combined for larger functions, please enquire with functions coordinator for pricing



DESERT COVE

This cosy outdoor space is located in a quiet corner of the hotel yet still allows you and your guests to enjoy the atmosphere that The Mill Hotel is renowned for.

Capacity: 20 - 40 people

Room Hire: \$200 (up to 5 hours)

Minimum Spends: \$500 on food & \$500 on beverages

Conditions: Over 18s only



THE CLUBHOUSE

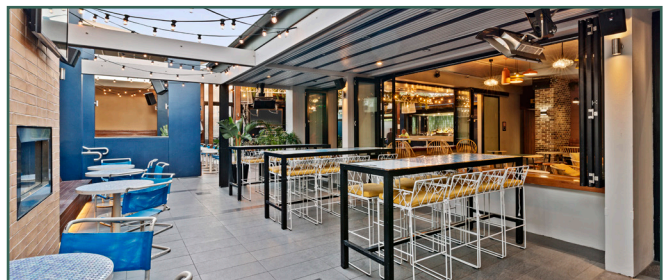
This fully covered lounge space is great for small gatherings and celebrations such as hens, bucks, baby showers or birthday parties and comes with exclusive bar service!

Capacity: Up to 25 people

Room Hire: \$350 (up to 5 hours)

Minimum Spends: \$500 on food & \$500 on beverages

Enquire about our corporate packages!



LOWER DECK

Located in below our Laguna Lounge this gorgeous open space is perfect for all your celebration needs.

Capacity: 20 - 40 people

Room Hire: \$250 (up to 5 hours)

Minimum Spends: \$500 on food only



Canape Packages

Minimum 20 people

STANDARD

\$25pp

4 Canapés

1 Substantial Canapé

PREMIUM

\$30pp

6 Canapés

1 Substantial Canapé

DELUXE

\$35pp

6 Canapés

2 Substantial Canapés

Canapes

COLD

Peking duck pancakes

Prawn & shallot skewers

Salmon & avocado sushi

Vegetarian rice paper roll

Chicken rice paper roll

Tomato & whipped goats cheese tartlet

HOT

Quiche lorraine

Miniature pies

Macaroni cheese croquettes

Crab wonton

Pumpkin and ricotta arancini

Prawn twisters

Fish goujons

Spinach and cheese triangles

SUBSTANTIAL

Grilled haloumi slider

Cheeseburger slider

Grilled chicken slider

Pulled pork slider

Lamb skewer with lemon and oregano

Chicken and lemon pepper skewer

Honey soy chicken wings

Grilled scallops with chorizo and gremolata

BOWL

Chicken Caesar salad

Thai beef salad

Prawn cocktail

Asian noodle stir fry

Kids meals available upon request

Please notify the functions coordinator of any serious allergies or dietary requirements



Platters

CHIPS & NUTS PLATTER \$60

(10 people)

Mixed selection of chips and nuts

BACKYARD PLATTER \$80

(10 people)

Ham, pepperoni, cabanossi, diced cheddar cheese,
beetroot dip, vege sticks and crackers

MEDITERRANEAN PLATTER \$100

(10 people)

Mixed olives, marinated grilled vegetables, hommus,
taramasalata, grilled haloumi, grilled chorizo, mini chicken
souvlaki and grilled pita bread

MIXED COLD PLATTER \$100

(40 pieces)

Select two options from the cold canapé menu (page 3)

FRESH SEAFOOD PLATTER \$120

(10 people)

Natural oysters and fresh king prawns with cocktail sauce

MIXED HOT PLATTER \$100

(40 pieces)

Select two options from the hot canapé menu (page 3)

CHICKEN SATAY PLATTER \$100

(40 pieces)

Grilled marinated chicken skewers with satay dipping sauce

HOT SEAFOOD PLATTER \$120

(10 people)

Prawn twisters, salt and pepper calamari, crab claws and
fish goujon

PREMIUM PLATTER \$120

(20 pieces)

Select one option from the substantial canapé menu (page 3)

SEASONAL FRUIT PLATTER \$70

(10 people)

Assorted seasonal fresh fruit





Group Feasting Menu

2 Course \$50pp / 3 Course \$55pp
Served with bread rolls

ENTRÉE

Heirloom tomatoes, torn buffalo mozzarella,
basil, olive oil and lemon zest

Smoked salmon, orange, mixed cress salad,
fennel and balsamic dressing

Crisp pork belly, cauliflower purée,
pomegranate, wild rice, green apple and cider
vinaigrette

Chargrilled chicken, mixed grains, pine nuts,
cranberries, avocado and goats' cheese

SIDES

Pick 3 from below

Roasted rosemary potatoes

Potato mash

Garden salad

Green beans with almonds and parsley

Greek salad

Honey glazed sesame carrots

Grilled corn on the cobb tossed in
lime-paprika butter

Rocket, parmesan, pear and pecan salad

MAIN

Mushroom and pea fregola with pecorino
and truffle

OR

Homestyle roasted chicken with Sicilian olive,
shallot, garlic, lemons, thyme and oregano

AND

Beef Bourguignon brisket with pancetta,
mushrooms, pearl onions, carrots and parsley

OR

4-hour slow cooked lamb shoulder with Dijon
mustard and herb crumb

DESSERT

Pick 1 from the below

Whole pavlova with passionfruit curd, seasonal
fresh fruit and whipped cream

Sticky date pudding with vanilla ice cream

Seasonal fruit platter

Chefs choice of 3 flavours of ice cream

*Christmas menu available upon request, subject to availability.
Minimum 20 people*



Sit Down

Alternate Serve
2 Course \$50pp / 3 Course \$55pp
Served with bread rolls

ENTRÉE

Select two

Gnocchi, mushrooms, goats' cheese, walnuts, parmesan and parsley

Grilled tiger prawns, romesco, dressed leaves and garlic crouton

Smoked salmon, zucchini remoulade, crouton, watercress and lemon

Grilled Chicken and cranberry salad of cos lettuce, quinoa, pine nuts and
dijon dressing

Crisp pork belly, cauliflower puree, pomegranate, wild rice, green apple and
cider vinaigrette

MAIN

Select two

Pea risotto, preserved lemon, snow pea sprout, parmesan, poached egg and mint

Crisp skinned Salmon fillet, cauliflower puree, broccolini, spinach and tomato
fennel dressing

Char-grilled Chicken, free range chicken breast, polenta chips, roast roma tomato,
rocket and pesto

Slow cooked lamb rump, roasted carrot puree, asparagus and balsamic jus

Grilled sirloin steak, Roman beans dressed in sherry vinaigrette, rosemary-garlic
roasted potatoes and salsa verde

Roasted beef brisket, mashed potatoes, roasted root vegetables and red wine jus

DESSERT

Select two

Pavlova with passionfruit curd, seasonal fresh fruit and whipped cream

Sticky date pudding, butterscotch sauce and vanilla ice cream

Flourless chocolate nemesis cake with spiced mix berry compote and
whipped cream

Coconut Pannacotta with mango coulis, pineapple and kaffir leaf salad

Minimum 20 people





Drinks

CONSUMPTION BAR TAB

Any combination of beer, wine or spirit requests can be offered on a consumption-based tab. Designated wristband are supplied to all pre-arranged bar tabs. Minimum spends apply to some areas.

CASH BAR

Pay as you go service is available. Not available in The Private Function Room or during peak periods.

DRINK PACKAGES

Available upon request.

AV Equipment & Additional Hire

INCLUDED EQUIPMENT - PRIVATE FUNCTION ROOM ONLY

Microphone

60" Smart TV

Dancefloor

Additional services can be offered, enquire with the functions coordinator

AVAILABLE EXTRAS

Additional staff member \$35p/hour (minimum 3 hours)

DJ Hire \$150p/hour (minimum 3 hours - available for private function room only)

Security POA* all 21st birthdays are required to hire a security guard for entire duration of function

Cakeage \$30 per cake



Terms & Conditions

ROOM HIRE & MINIMUM SPENDS

Vary and will be discussed with you by the Functions Coordinator. Prices may change due to high/low season, food requirements and final numbers. Please note that a 10% surcharge applies to functions occurring on public holidays.

BOOKINGS, CONFIRMATION & PAYMENT

Bookings will be considered tentative & held for a maximum of 7 days until the booking form is completed, signed & returned in person/email along with a \$200 deposit non-refundable). Credit card details must be provided before booking can be accepted.

CANCELLATIONS

Cancellations that are made 6 weeks in advance will receive a refund of any payments made outside of \$200 deposit. Cancellations made less than 14 days in advance will be charged 50% of the final food bill. If the group does not present themselves on confirmed date, without prior notice of cancellation, 100% of final invoice will be forfeited. Cancellations must be made with the Functions Coordinator and are only valid upon reply.

FINAL PAYMENT

The Mill Hotel will accept cash, credit card or EFTPOS payment methods, Credit/debit cards may occur of a surcharge. No personal cheques will be accepted. A credit card will need to be provided on booking form for all functions. Final bill is due to be paid in full 3 days prior to event. This card may be charged if any costs are outstanding at completion of event.

FOOD SELECTION & FINAL NUMBERS

All function spaces are a minimum of 20 people with final numbers & menu choices confirmed no later than 14 days prior to event. No food is to leave premise at close of function. We are bound by law to not provide any takeaways for function food. No outside catering is permitted at The Mill Hotel. All food must be provided by the hotel, with the exception of a cake and lolly station. Please confirm with function coordinator about any considered desserts outside of permitted.

LENGTH OF FUNCTIONS

All functions at The Mill hotel are for a duration of 5 hours

and will be determined in conjunction with Hotel's trading hours. Any extension of these hours will incur an additional room/staff charge of \$100 per hour, extension past 12am is not permitted.

DAMAGE

The host will be accountable for any loss or damage which is caused to the premises by any guest at your function.

MUSIC

The Private Function room is the only area permitted for host to have choice of music selections. The volume of the music is at the manager's discretion.

CAKEAGE

The function host is welcome to provide their own cake. We will store it and take every care; however, we can accept no responsibility to any damage that may occur. We will provide all private functions with a cake knife, napkins, plates and cutlery inclusive of room hire at no extra charge. A fee will apply if host wishes to have the cake cut and served by venue staff at \$30 per cake (medium size), larger cakes may occur increase of cakeage fee.

DECORATIONS

Decorations and theming of functions are at the Function Coordinators discretion. When decorating, no hooks, screws or tape are permitted in any function space. We do not allow glitter, tinsel like or confetti. Please note any decorations left at the end of function will be disposed of unless stated in writing prior to event.

DRESS REGULATIONS

Host and guests must comply with The Mill Hotel's dress regulations. Minimum requirements are smart casual wear.

PRICES

Prices and selections of beverages and food menus are subject to change.

MINORS

Minors are only permitted on premise until 9pm on Sunday - Thursdays & 10pm on Friday/Saturday nights. They must be accompanied by a parent and/or legal guardian and in the





immediate presence of that guardian at all times. Guardians do not include a brother, sister or cousin. Any guest found supplying alcohol to a minor will be referred directly to the police and fined.

SECURITY GUARDS

Some functions will require to hire a security guard and costs will incur.

16TH & 18TH BIRTHDAYS

The Mill Hotel does not accept any 16th or 18th birthday parties.

21ST BIRTHDAYS

All 21st Birthdays require one security guard for the duration of the function at a flat rate of \$200. Yard glasses or large glasses of any kind are not permitted.

STAFFING

Function room hire includes base levels of staff. Additional staff can be provided for a cost of \$35 per hour (minimum 3 hours).

ENTERTAINMENT

The Mill Hotel has a strict entertainment policy. Please check with the Functions Coordinator before you book any entertainment. DJ's are available for hire at \$150 per hour, for a minimum 3 hours, this includes microphone and lighting.

AV EQUIPMENT

HDMI and AUX is included in Private Function Room hire. AV Equipment not available in other function spaces. We advise you test all AV equipment prior to your function to avoid any technical difficulties. Damage or loss of equipment will incur of replacement fees.

CLAUSE

When booking a function at The Mill Hotel it is the host's responsibility to give accurate details in relation to the type of function and its guests. If a guest falsifies information or a function is booked on false pretences, The Mill Hotel reserves the right to cancel that function without notice and at the expense of the host.

RESPONSIBLE SERVICE OF ALCOHOL

The Mill Hotel is committed to the responsible service of alcohol at all times. The Mill hotel and its Licensee assumes responsibility for all persons in the venue and reserves the right to refuse entry, refuse service or remove any patron that management feels are in any way behaving contrary to what is deemed acceptable by the approved government bodies or house policy.

Under no circumstances will any persons who are intoxicated by alcohol or any other substance be allowed entry or permitted to stay on premises. If a person is asked to leave the premises and refuses to do so, management is required by law to notify the police immediately and that person maybe subject to a fine for 'failure to quit a licenced premise'.

Any persons involved in criminal activity such as violence, sale of use of prohibited drugs or possession of weaponry will be turned over to the police immediately without hesitation. No compensation will be afforded to any member of the function or its host if the member of the function is refused entry, refused service or removed from the premises.



FUNCTION BOOKING SHEET

Name of function _____

Date of function _____

Contact Details

Contact Name _____

Address _____

Contact Number _____

Email Address _____

Date of Birth _____

Member Number _____

Make me a Mill VIP Member ☐

Function Details

Function Type _____ VIP area ☐

Function Area _____

Start and Finish Times _____

Number of Guests _____

Menu Chosen _____

Food Service Time _____

Entertainment/Music _____

AV Equipment _____

Bar Tab _____

Credit Card Details

Cardholder _____

Card Type _____

Card Number _____

Expiry _____

Card Signature _____

This credit card is used to secure your function booking, and as security should any damage occur during your function. You will be notified prior to any charges being processed.

Terms and Conditions

I have read and understood the terms and conditions stated above and understand that it is a legally binding contract and that the venue reserves the right to refuse entry without exception. I understand the responsibility the venue and I have in relation to enforcing the responsible service of alcohol and understand that I will not be compensated for any financial loss due to the behaviour of my guests.

Signed _____

Dated _____

OFFICE USE ONLY

☐

ROOM
HIRE

☐

FOOD
MINIMUM

☐

BAR
MINIMUM

☐

EXTRA
STAFF

☐

SECURITY

☐

AV
HIRE

☐

EXTRAS

☐

DEPOSIT

☐

MANAGER

☐

VIP