



THE  
NELSON  
HOTEL

FUNCTIONS



## ABOUT THE NELSON HOTEL

Whatever your celebration – family, friends or corporate – one of The Nelson Hotel's spaces will suit your occasion. From Christmas parties to birthday celebrations, baby showers to engagement parties, our versatile spaces and function packages can be adapted to suit your needs.

Our exclusive, airy upstairs events area is ideal for private functions, while the Saloon Bar is perfect for smaller gatherings. For meals with family and friends, there's nowhere better than our Bistro and its long trestle-tables.

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## A PLACE TO COME TOGETHER

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### LEVEL ONE

#### 50–100 people cocktail setting

The Nelson Hotel's newest addition – Level One – is now available. With features matching the art deco charm of her era, this function space is an exclusive level designed for large private functions.

Features included private cocktail setting space with its own balcony, dining room, in-house PA system and projector.

Best suits 50–100 guests for a cocktail setting.

Canapé and beverage packages available; minimum of 50 guests; \$5500 minimum spend. Over 18 only.

### SALOON BAR

#### 30–50 guests cocktail setting

This cosy art deco cocoon, with a mix of low and high seating, is the perfect place for smaller gatherings. A semi-private space, the Saloon Bar is the place for your group to enjoy meals, cocktails and sport events.

Featuring three TV screens, direct access to other areas of the pub and disability access.

Best suits 30–50 guests for a cocktail setting.

Canapé packages available for groups of 20 plus. All ages welcome, under the watchful eye of their parents.

### BISTRO

#### Best for smaller seated groups

Our long wooden tables are perfect for a crowd.

As well as grass-fed steaks from the grill and traditional faves like bangers, burgers and schnitties, there's pasta, veggie and salad options, plus desserts, for adults and kids alike.

The Nelson Bistro also boasts an open wood fire place along with a kids' area where your little ones can enjoy themselves under watchful eyes.

Best suits smaller groups for seated setting.



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## CANAPÉ PACKAGES

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\$35pp . 4 choices  
\$45pp . 6 choices  
\$55pp . 8 choices  
\$65pp . 10 choices

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### HOT CANAPÉS

Smoked brisket slider w/ confit tomato  
Vego slider w/ eggplant, pumpkin and zucchini  
Pork belly soft shell taco w/ lettuce, sour cream  
Poached Balmain bugs w/ salsa verde  
Chicken skewer w/ free range Indonesian sate  
Tempura broccolini w/ beetroot powder  
Goat cheese puffs w/ fresh parma ham  
Panko crumbed cauliflower w/ curry salt and aioli

### GRAZING TABLE

on arrival . \$15pp

Selection of cured meats, selection of cheeses, chutneys, seasonal fruits  
w/ ricotta and honey, served with bread and crackers  
Must be ordered in conjunction with a canape package and a minimum  
of 30 people

### COLD CANAPÉS

Poached spanner crab w/ chervil and tarragon mayo w/ lavosh  
Caramelised onion tart w/ gorgonzola and confit mandarin  
Cured Atlantic salmon w/ crème fraîche  
Fresh Yamba prawns w/ smoked paprika  
French triple cream brie on water cracker  
Oysters with salmon caviar . \$4 each

### DESSERT CANAPÉS

House-made caramel tart w/ almonds and white chocolate

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## BEVERAGE PACKAGES

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Standard beverage package . 2 hours . \$59pp  
Extra 1 hour . \$ 25pp  
Extra 2 hours . \$48pp

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### STANDARD PACKAGE

Tap beer . Select any 6 from our 18 taps down stairs

Sparkling . Bandini Prosecco Extra Dry Doc, *Veneto Italy*

White wine . First Creek “Botanica” Chardonnay, *Hunter Valley, NSW*

Rosé . Domaine La Grand Destre IGP Rosé, *Southern France*

Red wine . Yarrawood Pinot Noir, *Yarra Valley, VIC*

Soft drinks / juices

### BEVERAGES ON CONSUMPTION

A tab limit or duration limit may be set and drinks selection offered of your choosing.

As a minimum you may choose to limit the offering to tap beers, wines of your choice and soft drinks / juices.

A cash bar may be provided for guests to purchase their own drinks after a set time or dollar spend, which contributes to your total spend.

Beverages are served over the bar for consumption tabs.

#### { beverage packages T&Cs }

Entire group must commit to package . One package duration for entire group

Total number of arrival cocktails required

### ADDITIONS

Seasonal cocktail on arrival . \$15 per glass

Dedicated beverage floor staff . \$50 per hour  
(3 hour minimum)

## LET'S START PLANNING

Fill out the form below and email it to [events@thenelsonhotel.com.au](mailto:events@thenelsonhotel.com.au)

## EVENT DETAILS

First Name

Last Name

Email

Mobile

Function Date

Start Time

End Time (max. 5 hours)

No. of Guests

No. of Children (saloon / bistro only)

Celebration Type

Space Desired

☐ Level One ☐ Saloon Bar ☐ Bistro

Packages Required

☐ Canapés ☐ Beverages ☐ None

Signature to Authorise

Date

Bookings held based on this information; confirmation of booking occurs on provision of credit card details.

## FOOD + DRINK

### CANAPÉ PACKAGES

Food selections and payment must be received 2 weeks prior to function.

Canapés

☐ \$35pp ☐ \$45pp  
☐ \$55pp ☐ \$65pp

Additional Canapés

☐ Grazing Table ☐ Dessert

### BEVERAGE PACKAGES

Available in Upstairs function space only.

Duration

☐ Standard 2 hours  
☐ Extra 1 hour ☐ Extra 2 hours

### BEVERAGES ON CONSUMPTION

Available in all three function spaces. Bar tab with wristbands.

Spend Limit

Tap Beers

Sparkling

House Wines

Premium Wines

Hours Spirits

Premium Spirits

Cocktails

Restrictions (if any)

Dedicated Waitstaff

☐ Yes ☐ No



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# BOOKING RESTRICTIONS AND CONSIDERATIONS

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**Please read and acknowledge the following booking restrictions and considerations to confirm and finalise your booking with The Nelson Hotel.**

**MINIMUM SPEND:** Level One (our upstairs function area) has a minimum spend of \$5500.

**UNDER-AGED GUESTS:** As per our liquor license, no under-age guests are allowed within our upper level at any time. If you select an upstairs area and under-aged guests (inclusive of babies) are present, your function will be moved or cancelled at the discretion of manager on duty.

**CAKEAGE:** A cakeage fee of \$50 applies when providing an externally sourced cake for your event. This covers access to napkins, knife and plates as required, plus chef to cut up the cake.

**SECURITY:** No security is required for groups under 50 guests. For groups over 50, 1 guard is required per 50 people which will be charged at \$50 per hour per guard (3 hour minimum).

**ALLOCATED AREAS:** The Nelson Hotel reserves the right to decrease your booked area if final guest numbers are significantly smaller than area capacity.

**EVENT TIMINGS:** Areas can be booked for a maximum of 5 hours. This is derived from your booking start time and not arrival time. After this time, your group may be asked to vacate the space for another booking.

**DECORATIONS:** Decorations must be pre-approved by your Event Manager and must not be obstructive to surrounding guests. No items can be attached to any surfaces and all must be removed upon departure. No confetti under any circumstances. Cleaning fees may apply. Decorations may be installed at a mutually convenient time prior to the event at the discretion of the Events Manager.

**EXTERNAL F&B:** No external food or beverage (excluding celebration cakes) is permitted unless prior permission has been obtained.

**MUSIC AND AV:** The Nelson Hotel may play your music through our in-house system (standard 3.5mm headphone jack only – no Bluetooth or Apple connection). Bands / DJ's are at the discretion of the venue. A microphone is available for speeches etc. Music levels are at the discretion of the duty manager.

**INSURANCE / DAMAGES:** Our organisation will take reasonable care, but will not accept responsibility for damage to or loss of items before, during or after a function. You are financially responsible for any loss or damage sustained to the premises or our property during a function or by your guests when entering or leaving the premises. You are also responsible for any loss or damage to equipment hired on your behalf. The Nelson Hotel takes no responsibility for any injury encountered due to cutting of celebration cakes onsite.

**RESPONSIBLE SERVICE OF ALCOHOL:** In accordance with the NSW State Government's RSA laws, The Nelson Hotel reserves the right in its absolute discretion to exclude or remove any undesirable persons from the function or The Nelson Hotels premises without liability. Management reserves the right to close the bar when it deems necessary. We also reserve the right to cancel the booking if:

- The Nelson Hotel or any part of it is closed due to circumstances outside the hotels control.
- The client becomes insolvent, bankrupt or enters into liquidation or receivership.
- The function might prejudice the reputation of The Nelson Hotel.
- Final payment has not been paid by the due date.

**DRUG USE:** The Nelson Hotel enforces a strict 'No Drugs Policy'. Any patron warranting suspicion of having taken or be in possession of illicit substances will be ejected immediately from the premises and reported to the police.

**DISABILITY ACCESS:** Unfortunately, we are unable to provide lift access to nor ambulant bathrooms on Level One. Disability access and ambulant bathroom are available for all ground floor areas.

**DRESS:** Minimum standards of dress do apply. Minimum requirements are smart casual wear – no sportswear, work wear or thongs are not permitted. Fancy dress is at the discretion of hotel management.

**FINAL NUMBERS AND DETAILS:** Guaranteed minimum numbers of guests attending and all final details should be notified to the function's manager no less than 7 days prior to the event. Once given, numbers can increase up to 3 days prior to the event however not decrease.

**CANCELLATIONS:** If cancellation occurs within 7 days prior to the event date, the client will be charged 100% of the food costs.

**COVID-19:** All guests must adhere to any social distancing requirements and capacity limits as required by NSW Government regulations, effective the day of the event. Should any unforeseen regulations prevent the successful staging of an event, a full refund will be given. All patrons and contractors must sign in using the official Service NSW QR Code.



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