



ROYAL VICTORIAN MOTOR YACHT CLUB

FUNCTIONS & EVENTS AT RVMYC

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## THANK YOU FOR YOUR FUNCTION ENQUIRY

The provided information sets the standard, for our catering & beverage options. We are more than happy to tailor custom packages and cater for all dietaries. Please discuss any alterations with our Club Manager.

*Kierran Batchelor*

CLUB MANAGER

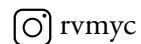
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 [RVMYCWilliamstown](#)

## GETTING STARTED

What dates are you considering for your event?

What time would your event begin and conclude?

How many guests will be attending your event?

Will your event be cocktail (*stand-up*) or banquet (*sit-down*)?

Are you considering a beverage package or a tab?

Will you require any audio or visual equipment such as a microphone, lectern or monitor?

Will you require or be providing entertainment, such as a band or DJ?



## CONFERENCE PACKAGE

### FULL DAY CONFERENCE PACKAGE

*from \$65/PP*

### HALF DAY CONFERENCE PACKAGE

*from \$55/PP*

- Seasonal whole fruit basket complimentary on arrival & during morning/afternoon tea
- Nespresso coffee, Madame Flavour tea, selection of juices & sparkling mineral water served upon arrival & during each break
- Client selection of catering options served during morning tea, & afternoon tea
- A Grazing Box Lunch, consisting of assorted locally cured meats, cheeses, fruits, sweets, bread & dips.



## ROOM HIRE

- Room set up in your preferred format (*cabaret & theatre*)
- Note pads & pens at each sitting
- Iced water & mints for each table

## AUDIO VISUAL

- Complimentary wireless internet connection
- In-house sound system
- Lectern with microphone



## CONFERRING PACKAGE SELECTIONS

**2-COURSE UPGRADE \$15/PP**

**3-COURSE UPGRADE \$20/PP**

*A selection of 2 items per course, with sides shared during main course and complimentary alternate service.*

### ENTREE

- Salmon carpaccio, blood orange, radish, basil
- Manchego & leek croquettes, sauce romesco
- Pressed saltbush lamb, toasted green wheat & olives, jus
- Duck liver parfait, pickles, croutes

### MAIN

- Braised ox cheek, cauliflower puree, heirloom carrots, sherry
- Seared barramundi fillet, new potatoes, fennel, winter citrus
- Free range chicken breast, mushroom duxelles, onion soubise, truffle
- Roasted pork loin, boulangerie potato, remoulade, seeded mustard jus

### DESSERT

- Lemon tart, creme fraiche, amaretti crumb
- Torta Caprese, mint sorbet
- Burnt butter panna cotta, rum and raisin compote, wafer

### SIDE

- Charred broccolini & Salsa Verde
- Duck fat potatoes
- Iceburg salad, cucumber, parsley

## MORNING/AFTERNOON TEA

*A selection of 2 items per break*

- Biscuits – local cookie selection (v)
- Croissants – ham & cheese, cheese & tomato (v)
- Crudites – seasonal vegetables & duo of dips (v)
- Cupcakes – red velvet, vanilla (v)
- Diy muesli – seasonal fruit compote, yoghurt (v)
- Muffins – sweet & savoury, butter (v)
- Pastries – danishes, almond croissant, chocolate croissant (v)
- Scones – jam & cream (v)

## POST CONFERENCE PACKAGES

*Complete a successful conference with a chance to socialize.*

- ½ hour of standard beverages, cheese & antipasti platter **\$15/PP**
- 1 hour of standard beverages, cheese & antipasti platter **\$20/PP**
- 2 hours of standard beverages, cheese & antipasti platter **\$25/PP**



## CANAPES

**OPTION 1 \$40/PP** *4 hot & 2 cold items*

### HOT / WARM

- Mushroom & mozzarella arancini (gf)
- Manchego & leek croquettes (v)
- Country style sausage roll w house chutney
- Chicken & leek mini pies

### COLD / ROOM TEMP

- Cherry Tomato tartlet, tallegio, truffled honey, fennel seed (v)
- Peking duck pancake

**OPTION 2 \$55/PP** *7 Canapes & 2 Grazing Bowls*

**OPTION 3 \$70/PP** *9 Canapes & 3 Grazing Bowls*

### COLD / ROOM TEMP

- Cherry Tomato tartlet - tallegio, truffled honey, fennel seed (v)
- Jersey royal potato skins, whipped cod roe, chives (gf)
- Peking duck pancake

### HOT / WARM

- Field mushroom & mozzarella arancini (gf)
- Manchego & leek croquettes (vegetarian)
- Country style sausage roll w house chutney
- Chicken & leek mini pies
- Char grilled chicken skewers, mojo Verde (gf)
- Pork & prawn sui mai dumpling Prosciutto wrapped prawns (gf)

### GRAZING / BOWL

- Beef sliders - cheese, onions, house pickle, mustard, ketchup
- Katsu sando - crumbed chicken, tonkatsu sauce, mayonnaise
- Beer battered fish & chips, tartare
- S&P calamari, aioli (gf)

### SWEET

- Macaron selection (gf) (v)
- Dark chocolate tartlets w fresh raspberry (v)
- Choc-eclairs w vanilla crème (v)



## PLATTERS

### \$80 PER PLATTER OF 25 PIECES

- Country style sausage roll w house chutney
- Assorted mini pies w house chutney

### \$100 PER PLATTER

- Antipasti & cheese selection

### \$25 PER PLATTER

- Rustic chips & aioli

## GRAZING TABLES

### FROM \$25/PP

- A selection of cured meats, breads, house dips, fruit & condiments





## SET MENU OPTIONS

### 1 COURSE \$50/PP

- Served with one side

### 2 COURSE \$55/PP

- Served with two sides

### 3 COURSE \$65/PP

- Served with two sides

### CHILDREN \$20/PP

- 2-course children's upgrade to include assorted ice-cream for dessert \$5/PP
- Children's beverage package, soft drink, juice \$5/PP

*Menu items served alternate drop style with sides shared amongst guests.*

### ENTREE

- Salmon carpaccio, blood orange, radish, basil
- Manchego + leek croquettes, sauce romesco
- Pressed saltbush lamb, toasted green wheat & olives, jus
- Duck liver parfait, pickles, croutes

### CHILDREN

- Chicken Schnitzel & chips w tomato sauce
- Spaghetti & meatballs or Spaghetti Napoli
- Battered fish & chips w tomato sauce



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### MAIN

- Braised ox cheek, cauliflower puree, heirloom carrots, sherry
- Seared barramundi fillet, new potatoes, fennel, winter citrus
- Free range chicken breast, mushroom duxelles, onion soubise, truffle
- Roasted pork loin, boulangerie potato, remoulade, seeded mustard jus

### SIDE

- Charred broccolini + salsa verde
- Duck fat potatoes
- Iceburg salad, cucumber, parsley

### DESSERT

- Lemon tart, creme fraiche, amaretti crumb
- Torta Caprese, mint sorbet
- Burnt butter panna cotta, rum and raisin compote, wafer

## PREMIUM BEVERAGE PACKAGE

**2 Hour \$45/PP**

**3 Hour \$55/PP**

**4 Hour \$65/PP**

### Tap Beer

- House Lager
- Carlton Draught
- Asahi Super Dry
- Cascade Light (Bottle)

### Sparkling Wine

- Secret Garden Brut
- Jacquinet Blanc de Blanc French

### White Wine

- Secret Garden Sauvignon Blanc
- Lightning Creek Chardonnay
- Trentham Moscato

### Red Wine

- Secret Garden Shiraz
- The Stray Cabernet blend

### Rosé Wine

- Mt Lofty

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## STANDARD BEVERAGE PACKAGE

**2 Hour \$35/PP**

**3 Hour \$45/PP**

**4 Hour \$55/PP**

### Tap Beer

- House Lager
- Cascade Light (Bottle)

### Sparkling Wine

- Secret Garden Brut Sparkling

### White Wine

- Secret Garden Sauvignon Blanc

### Red Wine

- Secret Garden Shiraz

*All beverage packages, include soft drinks and juices.*

*Spirits additional \$10pp. Products are Subject to availability.*

*Children's beverage package, soft drink, juice \$5/PP.*



## IMPORTANT DETAILS REGARDING YOUR FUNCTION AT THE RVMYC

RVMYC terms and conditions should be read and understood before inquiries are made. Once particulars of booking are confirmed, a tentative booking will be held for 7 days until the deposit is made. If the deposit is not paid within that time, your reservation may be lost to other interested parties. Upon written/verbal confirmation or payment of deposit, you are agreeing to these terms and conditions.

### COVID GUIDELINES

QR code sign-in is required upon entering the venue and mask wearing is compulsory, when not eating or drinking. Density quotients are subject to government legislation and may change. Currently the RVMYC can allow up to 100 people in the Bistro & Bar area. Or 100 people for a sit-down option in the function room.

### DEPOSIT

If you would like to secure your event date, a refundable security deposit of \$1000.00 is required. The date will be tentatively held for 5 business days, where feasible.

### FUNCTION ROOM

Our function room is on ground level overlooking the marina, and has a room hire fee of \$1500.

RVMYC members receive a \$500 discount on Room Hire.

Minimum numbers & minimum spend apply to all packages.

This is for a period of service for 4 hours with a beverage package or bar tab.

Alternate time-frames may be organised dependant on minimum spend. Please note that our liquor licence allows service of alcohol until 12am. Last call will be performed at 11:30pm.

All events facilitating the consumption of alcohol will require professional security in attendance, at 1 guard per 100 people. Billed as an additional cost and excluded from the minimum spend.

### BEVERAGE & CATERING

Beverage packages are available in 2-hour, 3-hour or 4-hour options, alternatively a bar tab can be setup.

Please note, minimum spend and minimum numbers apply.

### PARKING & DELIVERY

Visitor parking is available at a first served basis and is located to the right of the boom gate.

Drop-off for elderly persons, equipment or catering, is available through the boom gate and to the right of the entrance ramp.

\*Please advise bump-in & bump-out times for equipment or catering.



## TERMS & CONDITIONS

**RESERVATION CONFIRMATION** This RVMYC terms and conditions form **must be signed and returned to us with the specified deposit to ensure your reservation is confirmed.** A tentative reservation can be held for 7 days awaiting a deposit. If the deposit is not received within the timeframe arranged, the space may be released to other parties.

**DEPOSIT** A security deposit of \$1,000 must be paid at the time of confirmation. If the deposit is not received by the due date the reservation may be cancelled.

**BSB:** 033100 **ACCOUNT:** 302875

**FINAL NUMBERS/FINAL PAYMENT** Final numbers are required **7 working days prior** to your function. **It will be on this final number that your base catering will be charged. At this time, full payment for your function total is required.** Final payment for any additional expenses is to be settled at the completion of your function.

**CANCELLATIONS** All cancellations are to be made in writing 14 days prior to the function to avoid forfeiting your \$1,000 security deposit. If you cancel your function within 14 days of your function date, you may forfeit your deposit. If you cancel your function within 7 days of your function date, you may incur a room hire charge of \$1,500, in addition to the \$1,000 security deposit. Cancellations within 7 days of your function date, may incur a charge equal to 100% of your function total.

**DAMAGES** The client (as signed) is financially liable for any damages to the restaurant property, fixtures or fittings whether sustained by their own actions, or through the actions of their guests. Nothing to be nailed, screwed or stapled to the walls, doors, or other surfaces, which are part of the restaurant. Any damages will be deducted from the \$1,000 security deposit.

**INSURANCE/PUBLIC LIABILITY** RVMYC accepts no responsibility for damage or loss of merchandise, equipment or personal articles left in the venue prior to, during or after a function.

**DECORATIONS** RVMYC does not allow confetti to be placed on tables or released in the venue. Balloons, flowers and lighting is permitted; however, collection of these items must be arranged with the function coordinator prior to your event. Management reserves the right to charge a flat cleaning fee of \$200 for any decorations left behind.

**MUSIC & AV** Your own music may be played during your function, but RVMYC always retains complete discretion of music and noise levels. Music must be appropriate for the venue and not disrupt other patrons. AV equipment is available on request and may attract additional charges.

**RESPONSIBLE SERVICE OF ALCOHOL** RVMYC is committed to Responsible

Service of Alcohol. Intoxicated guests will not be served. It is a requirement of law that intoxicated persons are removed from licensed premises. We reserve the right to cease service of alcoholic beverages if consumption is deemed excessive.

### **BUMP IN/BUMP OUT**

Set up and pack down by vendors can be arranged with our function's coordinator depending on your function requirements. This can be no longer than 1hr in duration, (unless previously arranged with our function's coordinator). Additional charges may apply if a longer period is required for vendors.

**DURATION** Standard duration for events is 4 hours for a half day event and 4 hours for an evening event. Guests will be required to vacate the premises within 30 minutes after the conclusion of the service, \$50 per 15mins over the 'out by time' will apply.

Day events are 8am-3pm and evening events are 5pm-11pm. Longer durations are possible but may incur additional fees per hour past the agreed end time.

Included in your function reservation is 1hr of admin/planning time with our functions coordinator anything additional to this will be charged to your final bill in half hour blocks. \* Table linen, entertainment, decoration & additional AV equipment requirements may attract additional costs.

**FOOD/BEVERAGES** RVMYC does not permit food or beverages to be brought onto the premises. Wedding/Christening & Birthday cakes excluded – cakeage fee applies.

**SECURITY\***All events allowing the consumption of alcohol will require professional security in attendance, at 1 guard per 100 people. \* Bookings for Birthday functions for persons under 25years of age from non-members will not be accepted without prior approval from the Committee. The Committee may at its sole discretion, without further explanation, reject such applications, or it may approve them subject to receiving increased deposit amounts and additional security guards.

**COVID-19 POLICY** Due to Covid restrictions and density quotients, we can allow up to 180 people for a sit-down option in the space, or up to 200 people standing (cocktail style). In the instance a lockdown occurs, prohibiting the function from proceeding, the following will occur, prior to 14 days of the event date a full refund may be agreed by both parties. Within 14 days of the event date a credit for the event will be provided and rescheduled at the earliest convenience.

**NAME:**

**SIGNATURE & DATE:**





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