

FUNCTION & EVENT



Packages



Club Singleton can accommodate you in style, no matter the occasion. Whether it's a conference, business function, birthday party, or a momentous occasion like your wedding day, we go the extra mile to make your event a success.

Our friendly on-site Functions Coordinator will make planning your event a breeze. Take the hassle out of party planning and let us do some of the heavy lifting for you.

Our modern Conference Room, Function Room, and Auditorium can be configured to suit your business meeting, training session, or personal event.

For casual get-togethers, our bowling greens are available every day.



HIRE FEES & CAPACITY

Club Singleton offers one of the largest function spaces in town. Depending on your chosen floor plan, we can comfortably accommodate up to 260 people seated.

- ◆ **Conference Room** – \$75 | Capacity: 12 people
Perfect for small meetings. Includes Wi-Fi and TV connectivity.
- ◆ **Function Room** – \$130 | Capacity: 60 people
Ideal for training groups and special events. Includes portable projector and Wi-Fi.
- ◆ **Auditorium** – \$170 | Capacity: 180 people
Equipped with a stage, dance floor, Wi-Fi, projector, TVs, and sound system. Perfect for weddings, wakes, celebrations, seminars, training groups, formal events, and more.
- ◆ **Combined Auditorium & Function Room** – \$250 | Capacity: 260 people
- ◆ **Bowling Greens** – \$5 per person

Club Members may have room hire fees waived for private events. Conditions apply—please contact our Functions Coordinator for more information.

**** Room hire rates apply to standard setups. For complex or large arrangements, request a quote from our Functions Coordinator. Pricing is subject to change at the Club's discretion.*

** If you believe you're eligible for a room hire waiver, apply via ClubGRANTS. Our Functions Coordinator is happy to assist.*



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CORPORATE CATERING

- ◆ **Continuous Tea & Coffee Station** – \$3 pp
Add individually wrapped biscuits – \$1.50 pp
- ◆ **Barista Coffee** (from 10 AM)
Available from our Craft Café – contact us for pricing.
- ◆ **Morning or Afternoon Tea** – \$9 pp
Minimum 10 people
Includes one option below, served with seasonal fruit:
 - Scones with jam and cream (2 pp)
 - Ham and cheese croissant (1 pp)
 - Nutella, strawberry & cream croissant (1 pp)
 - Mix of Danish pastries and cakes

KIDS' PARTY CANAPÉS

- ◆ **Sweet Mixed Platter** (serves 10) – \$85
Includes fairy bread, assorted mini cupcakes, seasonal fruit, cookies, lollies, and popcorn.
- ◆ **Savory Mixed Platter** (serves 10) – \$120
Includes mini hot dogs, hot chips, dino nuggets, mac & cheese, bacon bites, and assorted finger sandwiches:
 - Chicken, cheese & mayo
 - Ham, cheese & tomato
 - Egg & lettuce



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CANAPÉS

♦ Antipasto Boards

- Small (serves 10) – \$72
- Large (serves 50) – \$300

♦ Cold Canapés

- Fresh fruit & cake platter (serves 10) – \$85
- Fresh sandwich platter (serves 10) – \$105

♦ Hot Canapés (serves 10)

Option 1 – \$125 Choose 6 items:

- Chicken tenders, chicken wings, house-made curry puffs, fish cocktails, mini beef pies, mini sausage rolls, spring rolls

Option 2 – \$145 Choose 6 items:

- Spring Rolls, Chicken Satay Kebab, Salt & Pepper Squid, Pork Dumpling, Beef Meatball, Tempura Prawn, Mini Quiche

♦ Peanut Chicken Skewers Platter (serves 10) – \$145

♦ Gourmet Canapés – \$20 pp | Minimum 20 people

All made in-house:

- Pork Money Bag
- Duck Spring Roll
- Pumpkin & sage arancini with garlic aioli (V)
- Crispy Chicken Wings
- Savoury tartlet with caramelised onion, pistachio & blue cheese (V)
- Crumbed prawn cutlets with garlic aioli



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BUFFET

♦ **2 Courses** – \$39 pp | **3 Courses** – \$42 pp

Includes linen tablecloths and bread rolls. Minimum 30 guests.

Guest count determines selection:

- 30–40 people: Choose 3 options per course
- 50–60 people: Choose 4 options per course
- 60+ people: Choose 5 options per course

Entrées:

Spring rolls, chicken wings, curry puffs, fish cocktails, fresh king prawns, dim sims

Mains:

Massaman beef curry (GF, contains nuts), stir-fried chicken w/ cashews, honey chicken, beef stir fry, BBQ pork, sweet & sour combo, vegetable stir fry, stir-fried prawns, roasted chicken or beef

Salads & Sides: All Included with Mains

Caesar salad, garden salad, hot chips, fried rice or steamed jasmine rice (GF)

Desserts:

Fruit salad with ice cream, chef's selection of cakes



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CLASSIC ROASTS

♦ **2 Courses** – \$36 pp | **3 Courses** – \$42 pp

Served with baked and steamed vegetables, and ice cream with dessert. Meals served alternately. Minimum 30 guests.

Choose 2 dishes per course. GF/vegetarian options on request.

Entrées:

Spring rolls, curry puffs, satay skewers, mixed entrée

Mains:

Roast beef, pork, or chicken

Desserts:

Apple pie, lemon meringue, sticky date pudding, rocky road cheesecake



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CELEBRATION PACKAGES

All meals include chips & salad or vegetables.
Meals served alternately. Minimum 30 guests.
Includes linen and bread rolls.

PACKAGE 1

♦ **2 Courses** – \$38 pp | **3 Courses** – \$42 pp

Entrées:

Spring rolls, curry puffs, satay skewers,
pork dim sims

Mains:

Chicken schnitzel, veal cordon bleu,
scotch fillet, chicken mignon

Desserts:

Chocolate mud cake, French vanilla
cheesecake, pavlova, rocky road cheesecake,
strawberry tart, sticky date pudding

PACKAGE 2

♦ **2 Courses** – \$40 pp | **3 Courses** – \$44 pp

Entrées:

Caesar salad, chicken & avocado salad,
prawn cocktail

Mains:

Chicken parmigiana, crumbed pork cutlet,
scotch fillet, grilled salmon

Desserts:

Same as Package One

PACKAGE 3

♦ **2 Courses** – \$44 pp | **3 Courses** – \$55 pp

Entrées:

Arancini, tartlets, garlic prawns, pumpkin salad

Mains:

Barramundi, beef cheeks, prosciutto chicken,
crispy pork belly

Desserts:

Same as Package One



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FUNCTION TERMS & CONDITIONS



Club Singleton has developed a reputation of professionalism for Functions, and as such, our rooms are in demand.

The following policies have been developed through experience to ensure both the smooth running of your function and that your every need is anticipated. These policies have been developed for the best interests of you and Club Singleton.

- 1. NOT FOR PROFIT GROUPS** - Club Singleton kindly requests that all requests to waive our Room Hire Fee by Not-for-Profit Groups be submitted via Club Grants for approval by the Board of Directors. The decision to waive room hire fee will be at the club's discretion and may or may not be limited to charitable organisations and/or groups providing a service to the community. Catering costs cannot be waived.
- 2. CONFIRMATION OF BOOKING** - Your booking will not be considered confirmed until you have checked the Function Confirmation form and floor plan (where applicable) that will be supplied to you either in hard copy or by email, and provided written confirmation that the arrangements that have been made for you are correct. This confirmation from both parties constitutes your booking agreement.
- 3. FINAL NUMBERS** - The final number of people attending your function is required at least 7 days prior to the date of Function. This will be the guaranteed number. Catering charges will be based on the guaranteed number. If the number increases after this time, we require notice to be given as soon as possible, and charges will then be based on this amended number.
- 4. PAYMENT** - Room Hire deposit and/or Catering deposits may be required at time of booking. Bar accounts must be paid by completion of the function. Payment can be made by credit card, cash, or cheque. The signatory is liable to pay all the money due as is stated on their booking confirmation under this agreement.
- 5. CANCELLATIONS** - In the event of cancellations, the following terms apply: Functions must be cancelled no less than 7 days prior to function date to receive a refund of room hire/catering deposit. If a function is cancelled less than 7 days prior to function date, the room hire/catering deposit will be retained by the Club.
- 6. FOOD & BEVERAGE** - Club Singleton has a no self-catering policy in place that is applicable to all functions. The only exception to this policy is a birthday cake/wedding cake. Liquor licensing laws & the Registered Clubs Act prohibit any individual bringing beverages onto the premises.
- 7. MENU SELECTION & ROOM REQUIREMENTS** - Club Singleton kindly requests confirmation of Menu's, meal selections, dietary requirements, and Room requirements at least 7 days prior to the date of Function for Canapes and Buffets. 14 days prior for Celebrations Packages.
- 8. DECORATIONS** - Club Singleton value our cleaning staff and kindly requests that no glitter decorations, table sprinkles, confetti or open flame candles be used at any time. Failure to adhere to this policy may incur a cleaning fee after the function.
- 9. DATA PROJECTOR & AUDIO EQUIPMENT** - If you require use of our data projector for your Function, please read carefully the following terms and conditions for Data Projector hire. Any Audio Visual equipment required for a function must be returned to the duty manager at the conclusion of the function.

CUSTOMER AGREEMENT

Please ensure you have read our Terms & Conditions carefully.
Your signature constitutes your agreement to our terms and conditions.

I have read & accepted the conditions stated in the terms and conditions.

Name in full

SIGNATURE

DATE

CLUB SINGLETON TERMS & CONDITIONS FOR DATA PROJECTOR HIRE



The following policy has been developed through experience to ensure both the smooth running of your function and that your every need is anticipated. This policy has been developed for the best interest of you and Club Singleton and to ensure that we can keep our room hire at a low rate.

To ensure that you experience no technical issues on the day we require that you read the instructions for use attached and sign to accept the Terms and Conditions. Your booking will not be considered confirmed until this is returned to us.

Club Singleton requires the person/s responsible for operating the data projector on the day of the Function to attend the venue a minimum of 48 hours prior to your booking date to test that your equipment and programs are compatible and will work with our projector.

Please contact our Functions Coordinator to make a suitable time to test your equipment.

Club Singleton will not be held responsible for technical issues on the day and offer no IT support if these terms have not been met and may result in your booking being cancelled.

Projector Connection - Your laptop will need to connect to our data projector by HDMI

Please note we cannot guarantee all laptops will be compatible with our projectors. If possible, please use a Microsoft computer when connecting to our system

CUSTOMER AGREEMENT

Please ensure you have read our Terms & Conditions carefully.
Your signature constitutes your agreement to our terms and conditions.

I have read & accepted the conditions stated in the terms and conditions.

Name in full

SIGNATURE

DATE