



# WEDDING *Packages* 2020

44 FERRY STREET,  
KANGAROO POINT, Q, 4169

# Congratulations

## ON YOUR ENGAGEMENT

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Located on the Dockside Marina, with picturesque views of the Brisbane River, The Landing offers a magical atmosphere unmatched by any other waterfront venue.

With three unique reception spaces, The Landing can cater from 40 to 1500 guests along with an onsite Riverfront Ceremony Lawn.

Whether you are wanting an informal cocktail style soiree or gala banquet dinner, the team at The Landing look forward to making your dream wedding vision become a reality.





# Harbour

## ROOM

Overlooking the Dockside Marina and picturesque Brisbane River, the Harbour Room is The Landing's largest event space and is the perfect setting to create a night to remember.

### FEATURES

- Riverfront terrace perfect for pre-dinner canapés & drinks
- Unique sweeping roof with endless styling possibilities
- Large chandelier lit dance floor (12m x 3m)
- In house lighting dimmer control to create ambience
- Elegant wooden style bar
- Wheelchair access
- Private bathrooms
- In house sound system with roving microphone
- Private 'chill' area set with couches & ottomans

### CAPACITY

80 - 250



SEATED

150 - 600



COCKTAIL

NB MINIMUM SPENDS APPLY





# River ROOM

With uninterrupted views of the Brisbane River, the River Room is a unique event space unlike anything you will experience elsewhere in Brisbane.

## FEATURES

- Riverfront terrace perfect for pre-dinner canapés & drinks
- Unique sweeping roof with endless styling possibilities
- Large lounge bar area perfect for those who want to dance the night away
- In house lighting dimmer control to create ambience
- Modern sophisticated bar
- Private bathrooms
- In house sound system with roving microphone

## CAPACITY

60 - 120

100 - 400



SEATED



COCKTAIL

NB MINIMUM SPENDS APPLY





# Garden ROOM

The Garden Room is nestled amongst the beautifully landscaped gardens of the Dockside precinct and offers the perfect space for an intimate celebration with loved ones.

## FEATURES

- Private terrace perfect for pre-dinner canapés & drinks
- Elegant timber dance floor
- Elevated dance and bar area
- In house lighting dimmer control to create ambience
- Private bathrooms
- In house sound system with roving microphone
- Air-conditioned

## CAPACITY

30 - 50

40 - 100



SEATED



COCKTAIL

NB MINIMUM SPENDS APPLY



# Riverside Ceremony

———— \$800.00 ————

Overlooking the Brisbane River and Dockside Marina the Ceremony Garden is perfect for an intimate sharing of vows under blue skies & sunshine.

Take the hassle out of travel time and make the most of the smooth transition from your I do's to champagne and canapés on the riverfront terrace.

## INCLUSIONS

- Red or White Carpet
- 30 White Americana Chairs
- 1 Hour Hire of Riverside Lawn
- Reservation of Wet Weather alternative
- Ceremony Coordinator
- Signing Table
- Your style set up - Tree & Riverside Backdrop or Story Bridge & Harbour Backdrop
- Perfect Photo Locations, walking distance from your ceremony

## *optional extras*

Additional Americana Chairs **\$7 each**

Portable Sound System **\$100 Flat Fee**

Tiffany Chairs to replace Americanas **\$10 each**

Water Station **\$1.50 per person**

Arbour **\$ POA**



# THE *Ultimate* COCKTAIL CELEBRATION

**\$130 PP**

- Chef's rustic selection of 3 dips with a selection of breads
- Italian style mezze platters
- Your selection of 6 canapés - 3 hot and 3 cold from our seasonal canape menu
- Each guest receives an alternate serve fork dish; select 2 from our seasonal fork dish menu
- 1 Petite Sweet served with your wedding cake
- Mini wagyu burger
- Your Wedding cake will be cut and plattered and served at the tea and coffee station
- A tea and coffee station will be available for your guests to enjoy
- 5 hour unlimited Beverage Package including wine, sparkling, local beers, and soft drinks from our Standard Package
- 5 hours complimentary room hire for the duration of your Beverage Package
- All of your linen, napkins, crockery and glassware
- Customised menus to match your theme
- Customised signage for your guests
- Your choice of three wishing wells to use on your gift table
- Dressed gift and cake table provided, cake knife provided
- Accommodation for your first night together in a kangaroo Point Hotel
- Breakfast for two at The Shelter Bar at The Story Bridge Hotel
- You will be allocated your own dedicated wedding consultant and 2 x 1 hour consultations
- PA system with roving microphone

## *add that special touch*

Cheese Station	<b>\$7.00 pp</b>
Lolly Buffet	<b>\$7.00 pp</b>
Champagne Cocktail on arrival	<b>\$5.00 pp</b>



# THE *Bliss* PACKAGE

**\$145 PP**

- 2 courses (Entree & Main) from our dining menu, select two dishes from each course to be served alternately, or select Wedding Buffet Menu
- Wedding Cake served as dessert with cream and coulis
- 4 hour unlimited Beverage Package including wine, sparkling, local beers, and soft drinks from our Standard Package
- 4 hours complimentary room hire for the duration of your Beverage Package
- A tea and coffee station will be available for your guests to enjoy
- White linen and napkins
- Chair covers and sashes in the colour of your choice
- Crockery and glassware
- Table plans and printed menus for your tables
- 4 tea light holders per table
- Dressed gift and cake table provided, cake knife provided
- You will be allocated your own dedicated wedding consultant and 2 x 1 hour consultations
- In house PA system with roving microphone

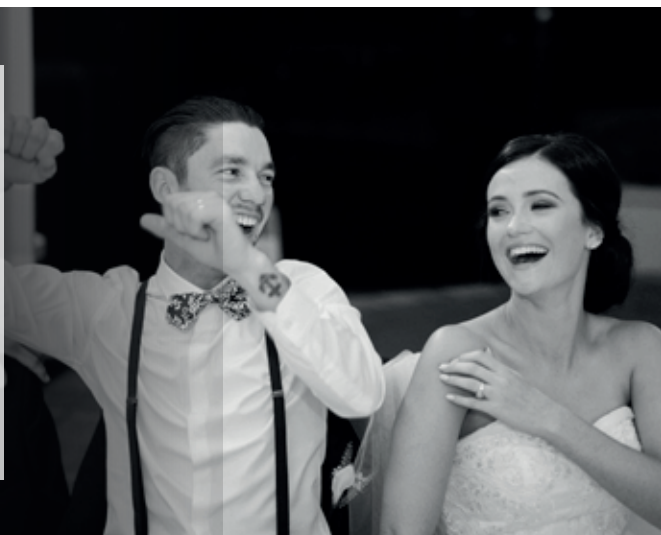
## *add that special touch*

1 hour Standard Beverage Package Extension **\$10.00 pp**

Selection of 3 canapés on arrival **\$10.00 pp**

Upgrade to Tiffany Chairs **\$2.00 pp**

\$150 DELIVERY, SETUP, PACK DOWN AND COLLECTION FEE APPLIES TO EACH BOOKING





# THE *Decadence* PACKAGE

**\$160 PP**

- Chef's rustic selection of 3 dips with a selection of breads
- Italian style Mezze platters served on your terrace on arrival
- 2 courses (Entree & Main) from our dining menu, select two dishes from each course to be served alternately, or select Wedding Buffet Menu
- Wedding Cake served as dessert with cream and coulis
- 5 hour unlimited Beverage Package including wine, sparkling, local beers, and soft drinks from our Standard Package
- 5 hours complimentary room hire for the duration of your Beverage Package
- White linen and napkins
- Chair covers and sashes in the colour of your choice
- Crockery and glassware
- A tea and coffee station will be available for your guests to enjoy
- Customised menus & signage to match your theme, table plans
- 4 tea light holders per table
- Dressed gift and cake table provided, cake knife provided
- You will be allocated your own dedicated wedding consultant and 2 x 1 hour consultations
- In house PA system with roving microphone

## *add that special touch*

Upgrade platters to selection of 4 Canapés per person **\$10.00 pp**

Supper - Cheese Station **\$7.00 pp**

Upgrade to Tiffany Chairs **\$2.00 pp**

\$150 DELIVERY, SETUP, PACK DOWN AND COLLECTION FEE APPLIES TO EACH BOOKING



# THE *Elegance* PACKAGE

**\$180 PP**

PLEASE CHOOSE 1 FROM THE FOLLOWING OPTIONS

## ON ARRIVAL

Your selection of 4 Canapés  
Cheese & Antipasto Station or  
Italian style Mezze Platters served to guest tables

## DINNER

Your choice of 2 Entrées & 2 Mains served alternate drop  
or Wedding Buffet Menu

## DESSERT

Dessert buffet  
Your selection of 2 desserts served alternate drop  
Sweet & Savoury Station – Australian cheese platters and your wedding cake

- 5 hour unlimited Beverage Package including wine, sparkling, local beers, and soft drinks from our Standard Package inclusive of 5 hours room hire
- A tea and coffee station will be available for your guests to enjoy
- White linen & napkins, crockery & glassware
- White chair covers and sashes in the colour & fabric of your choice
- Customised menus & signage to match your theme, table plans
- Choice of wishing well & 4 tea light holders per guest dining table
- Dressed gift and cake table provided, cake knife provided
- Your own dedicated wedding consultant and 2 x 1 hour consultations
- In house PA system with roving microphone
- Accommodation for your first night together in a kangaroo Point Hotel
- Breakfast for two at The Shelter Bar at The Story Bridge Hotel

## *add that special touch*

Champagne Cocktail on arrival	<b>\$5.00 pp</b>
Palate Cleanser	<b>\$5.00 pp</b>
Upgrade to Tiffany Chairs	<b>\$2.00 pp</b>

\$150 DELIVERY, SETUP, PACK DOWN AND COLLECTION FEE APPLIES TO EACH BOOKING



# Additional

## EXTRAS

### BEVERAGE UPGRADES

CHAMPAGNE COCKTAIL ON ARRIVAL \$5.00 PP  
PREMIUM BEVERAGE PACKAGE UPGRADE \$15.00 PP  
SUPER PREMIUM BEVERAGE PACKAGE UPGRADE \$20.00 PP

### MENU UPGRADES

CHEESE STATION  
\$7.00 PP  
LOLLY BUFFET  
\$7.00 PP  
DESSERT BUFFET  
\$15.00 PP  
SWEET & SAVOURY STATION  
\$15.00 PP  
PALATE CLEANSER  
\$5.00 PP  
SHARED SEAFOOD PLATTER TO EACH TABLE  
\$15.00 PP

### IF YOU DON'T WANT THE PARTY TO END

1 HOUR STANDARD BEVERAGE PACKAGE EXTENSION  
\$10.00 PP  
1 HOUR ROOM HIRE WHERE YOU MAY RUN A CASH BAR OR  
CONSUMPTION ACCOUNT  
\$250.00 / hour



# Beverage

## PACKAGES

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### STANDARD

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Dunes & Greene Chardonnay Pinot Noir Sparkling (SA)  
Yalumba Angas Brut Moscato (Sweeter Sparkling Style) (SA)  
Oxford Landing Sauvignon Blanc / Chardonnay / Pinot Gris (SA)  
Banrock Station Moscato (Sweeter White Style) (SA)  
Oxford Landing Cabernet Shiraz / Merlot / Shiraz (SA)  
Draught Beer: Stone & Wood Pacific Ale / Pure Blonde / XXXX Gold  
Hahn Premium Light Bottled  
Soft Drinks & Juices

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### PREMIUM

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**ADD \$15.00 PER PERSON TO STANDARD PACKAGE**

Twin Islands Sparkling Nv Brut (NZ)  
Twin Islands Marlborough Sauvignon Blanc (NZ)  
Yalumba Y Series Chardonnay / Pinot Grigio (SA)  
Yalumba Christobels Moscato (Sweeter White Style) (SA)  
Yalumba Y Series Cabernet Sauvignon / Shiraz / Merlot (SA)  
Draught Beer: James Squire 150 Lashes / Hahn Superdry / XXXX Gold  
Hahn Premium Light Bottled  
Soft Drinks & Juices

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### SUPER PREMIUM

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**ADD \$20.00 PER PERSON TO STANDARD PACKAGE**

Jansz Premium Nv Cuvee Sparkling (TAS)  
Opawa Marlborough Sauvignon Blanc (NZ) Hill Smith Estate Chardonnay (SA)  
Pewsey Vale Primo Riesling (Sweeter White Style) (SA)  
Smith & Hooper Cabernet Merlot (SA) Chaffey Bros. The Barossa Shiraz (SA)  
Draught Beer: Heineken / James Squire 150 Lashes / Peroni Leggera  
Hahn Premium Light Bottled  
Sparkling Mineral Water  
Soft Drinks & Juices

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#### BEVERAGES ON CONSUMPTION

We are able to cater for functions w/ beverages on consumption. Please choose from our wine list which is available on request. A room hire applies, along w/ the cost of the food courses, chair covers & sashes and any other extras you may request.

If you wish to choose speciality wines that are not on our current list, talk to our coordinators and we will be happy to source these for you.

#### ROOM HIRE

Room hire applies when a package is not purchased, and beverage on consumption is required. \$250 per hour of room use.

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# Sample

## MENU

OUR MENUS CHANGES SEASONALLY TO REFLECT THE FRESHEST OF INGREDIENTS.  
PLEASE REQUEST THE CURRENT MENU FROM YOUR COORDINATOR.

### ENTRÉE

- Pork belly, 3 year master stock braised, on a puree of Qld blue pumpkin with tamari rendered pork & soy beans, exotic mushrooms & baby crackling **gf/df**
- Mallorca sausage marinated QLD prawns, pan seared on tahini roasted eggplant, with a paprika scented capsicum mayonnaise & Tunisian briq pastry garnish **gf/df**
- Longreach lamb back strap, charcoal grilled, on a chipotle chilli, corn & lentil salsa, with avocado crème fraîche & a besan flour tortilla garnish
- Pan seared QLD 20/40 scallops, faro wheat cooked in squid ink with a tomatillo & herb salad, soft feta & black truffle dressing
- Grass fed Southern QLD beef, roasted rare and shaved thinly, served with notes of fennel & freeze dried citrus, wasabi dust and sea urchin mayonnaise **gf**
- Dosa (Chickpea and rice flour fermented batter) zucchini flower on truffled lentils, pickled carrot & mustard seeds with a black garlic & curry leaf dressing **gf/vegan**

### MAIN FARE

- Grass fed South QLD beef on a garlic & leek potato bake with flavours of smoky BBQ, cherry, lemon thyme & a veal red wine glaze **gf**
- Pan fried chicken breast, oven finished, stuffed with Lescure truffle pate, served with crushed chive, olive oil & sweet potato mash, porcini cream reduction **gf**
- Miso paste roasted crispy skinned North Queensland Barramundi on a celeriac puree, steamed sea veg with saffron, capsicum & roasted garlic oil emulsion, miso sauce **gf**
- QLD Wagyu beef cheeks cooked for 24 hours in a spiced cumquat braise, accompanied by stir fried soy & snake beans, on a coconut cream & pumpkin puree, chilli rice vermicelli and baby herb garnish **gf**
- Dehydrated kalamata olive & brioche crusted double lamb cutlet served with lamb breast braised polenta, popcorn sauce, chilli jus and spicy banana chips
- Pan seared Tassie salmon on a green pea puree, burnt butter sauce, kumato, cherry & plum tomato medley, rehydrated green grape & Pol Roger champagne herb emulsion **gf**
- Saikyo miso roasted king oyster mushroom, beansprout & fried shallot rice paper roll, smoky paprika and Emmental fondue sauce with char grilled baby veg & brioche crouts **veg**

### DESSERT

- Brown sugar roasted muscovado apple tart, rhubarb coulis & cinnamon mascarpone
- White Chocolate Pannacotta, musk lolly gelee, rose water flavours
- Mini meringue cloud, organic fruit sphere salad, Barambah crème fraîche **gf**
- Chocolate shortbread tart with a just baked choc almond filling, choc hazelnut gelati & chocolate sugar
- Free range egg yolk crème caramel with strawberry jam gelati **gf**
- Banana toron with marzipan crackling and whipped Pandan palm chantilly cream
- Seasonal fresh fruit & prosecco gazpacho with baked meringue

# Wedding

## BUFFET

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Fresh baked dinner rolls with butter

### FROM THE GRILL

Macadamia crusted Atlantic salmon w/ lemon butter sauce **gf**

Tarragon and garlic marinated chicken breast, lemon beurre noisette **gf**

Rosemary and garlic studded legs of lamb shank glazed with quince paste  
and served with rosemary wine jus **gf / df**

Wagyu rumps slow cooked to medium rare & served with porcini reduction **gf**

### HOT SIDES

Roasted new potatoes with lemon, rosemary and garlic **gf / df**

Honey and ginger spiced sweet potatoes with caramelized  
red onions & baby spinach **gf / df**

### COLD SIDES

Green salad w/ Italian vinaigrette **gf**

Tuscan bread salad with charred Mediterranean vegetables, basil & E.V.O.O

Baby cos salad with semi dried tomatoes, poached eggs, shaved parmesan & ranch dressing

### DESSERT BUFFET

Mini Pavlovas with seasonal fruit & fresh cream

French vanilla custard tarts with candied lemon zest

Mini chocolate hot pots dusted with icing sugar and country style cream

Fresh Queensland strawberries with bowls of double cream, balsamic & brown sugar

### SWEET & SAVOURY STATION

Mini macarons

Turkish Delight

Chocolate Brownies

Seasonal fruit pizettes dusted with icing sugar

Australian cheese platters with quince paste and crisps



# Supplier

## MEALS

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WE CAN CATER FOR YOUR IMPORTANT INDUSTRY PROFESSIONALS.

Main meal and non-alcoholic beverages

———— **\$45.00 PER PERSON** ————

# Children

## 2 - 12 YEARS

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SERVED AT ENTRÉE TIME TO ENSURE THE YOUNGSTERS ARE FED  
EARLY AFTER A LONG WEDDING DAY.

Chicken tenderloins and chips served with a green salad and  
tomato sauce

Ice-cream sundae

Unlimited soft drinks and juices.

White linen and napkins

Chair covers and sashes in the colour of your choice

Crockery and glassware

———— **\$50.00 PER CHILD** ————



# FREQUENTLY ASKED *Questions*

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WHAT  
*Accommodation*  
IS CLOSEBY FOR MY GUESTS

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## **CENTRAL DOCKSIDE APARTMENTS**

(USE PROMO CODE ONLINE 'thelanding')

(07) 3891 6644 | e: dockside@centralgroup.com.au

<http://www.centralapartmenthotels.com.au/accommodation/2/dockside-apartment-hotel/details>

## **THE POINT**

(USE PROMO CODE ONLINE 'EVENT')

(07) 3240 0888 | e: reservations@thepointbrisbane.com.au

<http://www.thepointbrisbane.com.au/>

## **QUEST ON STORY BRIDGE**

(USE PROMO CODE ONLINE 'thelanding')

(07) 3249 8400 | e: queststorybridge@questapartments.com.au

[http://www.questapartments.com.au/Accommodation/105/Australia/Brisbane\\_CBD/Quest\\_On\\_Story\\_Bridge/Welcome.aspx](http://www.questapartments.com.au/Accommodation/105/Australia/Brisbane_CBD/Quest_On_Story_Bridge/Welcome.aspx)

## **BRIDGEWATER APARTMENTS**

(QUOTE 'THE LANDING' TO RECEIVE SPECIAL RATE)

**\*\*Offered over phone only\*\***

(07) 3391 5300 | e: info@bridgewaterapartments.com.au

<http://www.bridgewaterapartments.com.au/>





# FREQUENTLY ASKED *Questions*

## IS THERE *Parking* AVAILABLE?

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### **PUBLIC CARPARK**

\$20 undercover parking for a full day is available in the visitor car park  
(entry on the right side of Ferry Street , lower car park).

Credit Card facilities only.

### **BRISBANE CITY COUNCIL PARKING RESTRICTIONS**

Brisbane Central Traffic Area (some local streets around Dockside)

7am to 6pm Monday to Friday – two hour limit applies

7am to 12noon on Saturday – two hour limit applies

### **GABBA TRAFFIC AREA**

(All streets from Cairns Street towards Woolloongabba on Event days).

7am to 7pm Monday to Friday – two hour limit applies

7am to 10pm on the day of event – 15 minute limit applies

## CAN WE DO OUR OWN

## *Styling ?*

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We have worked closely with talented Wedding Stylists to provide you an extensive range of options available to be booked through the Landing. Please request this document from your coordinator. If you would like to 'DIY', we allow centrepieces, place cards and favours to be brought into the venue.

Please note they must be set up and packed down as per venues instructions.

## CAN WE *try the menu?*

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The Landing at Dockside operates purely for events and unfortunately does not have a Restaurant onsite. You are welcome to book in a Menu Trial with your coordinator. Charges apply.

# THE LANDING AT DOCKSIDE

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## TERMS & CONDITIONS WEDDINGS & EVENTS

### CONFIRMATION OF BOOKING

*A deposit of \$2,000 is required to secure the booking. The booking is considered confirmed with payment of the deposit in full, the terms and conditions have been sighted, and the Confirmation of Booking Form, signed by the Client has been received.*

### FINAL DETAILS & FINAL NUMBERS

*To ensure a smooth and successful function, all details relating to schedule, menus, beverages, room set up and audiovisual requirements are required no later than 10 days prior to the Client's function. A guaranteed final number of guests is required no later than 10 days prior to your event. The Landing will cater for and charge for this number, even if fewer guests attend.*

### PAYMENT OF ACCOUNT

*Once a deposit is paid, a further payment of 25% of the total estimated expenditure is required 90 days prior to your event. Full payment for guaranteed number of guests is required no later than 5 days prior to the Client's function. Payments may be accepted by cash or direct bank transfer. Payments made by credit card (Visa / Mastercard) are also accepted with no surcharge applicable. Payments made by AMEX will incur a surcharge of 1.19% of the total account. All bar tabs, and other costs incurred must be paid at the conclusion of the function.*

### ALTERATION AND ADDITIONS TO PACKAGES

*Please note that any alterations to packages and quote will negate the pricing of all package inclusions. Some inclusions are applicable only to packages (room hire charges, chair covers) and these will not be offered when a package is altered. Please request all changes in writing and do not consider confirmed until written notice is provided by your coordinator. If you require any additional furniture, linen, services or special items there will be a surcharge in order to cover the costs and labour involved. (Please request pricing from your coordinator)*

### VERBAL ADVICE

*While all verbal advice is given based upon the best intention and information available, under no circumstances should verbal advice be acted upon or be deemed to be final, without written confirmation.*

### ROOM HIRE

*A room hire fee will apply to those functions not utilising a food and beverage package of \$250 an hour for every hour outside the stipulated package duration.*

### PRICES & SURCHARGES

*Due to labour costs, functions held on public holidays attract a surcharge of 15% of the total account. All prices quoted are GST inclusive, and are confirmed when deposit is paid. Every possible effort is taken to maintain prices, but these are subject to change at the Management's discretion to allow for market cost variations and the introduction of any statutory taxes.*

### CANCELLATION POLICY

*Cancellation by the Client – Cancellations made after the Confirmation of Booking Form has been signed and a deposit of \$2,000.00 has been received will be subject to the following:*

*1.1 For notice of cancellation in writing outside of 18 months prior to the date of the function:*

*A cancellation fee will not be charged. The deposit will be fully refunded.*



## **CANCELLATION POLICY (CONTINUED)**

1.2 For notice of cancellation in writing within 3 months to 12 months prior to the date of the function:

A \$2,000 cancellation fee will be charged unless The Landing at Dockside secures a booking of a similar value in replacement for that date, then the cancellation fee will not apply and the deposit shall be fully refunded.

1.3 For notice of cancellation in writing within 1 month to 3 months prior to the date of the function: A cancellation fee will be charged, consisting of the 50% of the minimum spend.

1.4 For notice of cancellation in writing within 1 month prior to the date of the function: A cancellation fee will be charged, consisting of the 100% of the minimum spend.

1.5 Outside services: If any services are booked by the venue on the client's behalf, and subsequently cancelled within 90 days of the function and any charges or fees are incurred by the venue as a result, the client will be responsible for these charges in total.

## **CONDUCT OF A FUNCTION**

The Client agrees to begin its function at the scheduled time and agrees to have its guests, invitees and other persons vacate the designated function room at the closing hour indicated in the final details. Unless package extension or room hire arrangements have been made prior, the bar will close at the same time the package finishes, and entertainment must also finish at this time.

## **DECORATING & STYLING**

All styling installations must be booked and installed through an approved Styling Company. The Landing at Dockside offers an extensive range of styling packages available from your Event Coordinator. The Landing at Dockside cannot allow any decorating that requires the use of a ladder or step for insurance purposes. All Client supplied decorations must be removed from the venue at conclusion of your event unless otherwise arranged with your Coordinator.

## **EXTENDING FUNCTIONS**

Functions may be extended on the day or night for a duration of up to 1 hour only, meaning that functions must not exceed 6 hours duration from the arranged start time, but must cease no later than 11:30pm, however this decision is at the discretion of the Function Manager. If a function is granted an extension on the day or night of the function, a room hire of \$250/hour will apply and the account must be finalised prior to leaving. Function rooms must be vacated within 30 minutes of bar closure otherwise an extended room hire charge will apply.

## **ENTERTAINMENT AND NOISE RESTRICTIONS**

Due to the residential location of the Venue and requirements of the Landing at Dockside's Liquor License, **all music/entertainment must cease by no later than 11.30pm, or when the package finishes, whichever is sooner.** A band is approved with a maximum of 4 pieces. No drum kits are permitted to play at The Landing.

NO SUB WOOFERS are allowed at the Venue, and a strict limit of 95dbc must be adhered to at all times.

Bass is to be kept to a minimum, and a two speaker maximum if enforced. All entertainment in every form must be discussed with the function co-ordinator and approved by management prior to the client's function. Management reserves the right to refuse approval of entertainment in any form prior to the function if it does not conform to the guidelines required by The Landing. In relation to any other entertainment, including DJs, noise levels will be monitored with a decibel meter throughout the function, and must be immediately and significantly turned down if requested by the function Manager.

## **MENU**

*Every endeavour is made to maintain menus as printed, but these may be subject to change due to availability of product. Sample menus will be provided and the final menu will be confirmed closer to your Function date.*

## **DIETARY REQUIREMENTS**

*It is the responsibility of the Client to inform The Landing at Dockside of any guest dietary requirements including allergies at least 10 days prior to the function. Although every care is taken where notified, The Landing at Dockside will not be held accountable for any requirements that were not confirmed prior to the event.*

## **VENUE ACCESS, EQUIPMENT AND DELIVERIES**

*The Venue will not be open prior to the scheduled function commencement time, unless prior arrangements have been made with management. Deliveries are to be made during office hours, or by prior arrangement with management. The Landing does not accept responsibility for damage, or loss of, any Client's property left in the premises prior to, during or after a function. Please advise the Venue Manager when anything is being delivered prior to the Client's function, and safe storage will be arranged. Decorations supplied by the Client must be pre-approved by management and any damage caused by these decorations the client will be liable. All goods must be removed at the completion of the function unless prior arrangements have been made with the venue. The venue will not accept responsibility for any items delivered or left for collection without staff acknowledgement.*

## **FUNCTION COORDINATOR**

*A Function coordinator will be allocated to your event upon confirmation. Your coordinator will liaise with you in the lead up to your function and meet with you approximately 6 weeks out to go through the final aspects of your wedding reception. A Supervisor will then be appointed to look after your function, and a Functions Manager will also be present on the day.*

## **OUTSIDE CONTRACTORS**

*For all functions, plans must be approved by the venue a minimum of 14 days before the function. Outside contractors must liaise with the venue in all matters of delivering, set up and break down. Outside contractors appointed by the client, or by the venue on behalf of the client, must at all times abide by the venue's regulations and instructions. All outside contractors will be required to obtain their own appropriate public liability insurance with a minimum cover of \$10,000,000 and must be able to provide certificate of proof to The Landing at Dockside if requested.*

## **EXTERNAL CATERING**

*The Landing at Dockside is a fully licensed catering venue and take great pride in the food we prepare, present and serve. If you wish to bring in any food items this must be approved by your Coordinator and a surcharge will be applicable. For all DIY Candy Buffets a cleaning fee will be applicable (please request pricing from your coordinator). If you want a special vendor / food stall at your wedding or function, this must be approved by your Coordinator and a surcharge will be applicable.*

## **BEVERAGES AND RESPONSIBLE SERVICE OF ALCOHOL**

*In accordance with The Landing at Dockside's Liquor Licensing responsibilities, The Landing is unable to permit liquor to be brought onto the premises. The Landing will not engage in practices that encourage the rapid or excessive consumption of alcohol. Spirits cannot be included in the beverage package during functions and a general policy during functions of only one drink per person to be served at any time will be enforced. All bottled wine included in a beverage package will be removed from the dining tables once dining has ceased, after which all beverages will only be served by the glass. Licensing laws prohibit liquor supply to disorderly, unduly intoxicated and underage persons. Patrons showing signs of undue intoxication or disorderly behaviour will be refused service and will be asked to leave the premises. The Landing will not tolerate any harassment of patrons or staff of any kind and offending patrons will be asked to leave the premises. Management support staff refusing service for unduly intoxicated patrons. Where minors are attending a function where alcohol is being served, those minors must remain under the control of their legal guardian. The Landing at Dockside reserves the right to clearly identify minors by providing those minors with wrist bands which must be worn for the duration of the function. The Landing insists on a "no shots" policy and this must be adhered to.*



**SMOKING POLICY**

*In accordance with Queensland smoking laws, smoking is not permitted inside the function rooms or anywhere that food and beverages are being served. Smoking is only permitted within the designated areas.*

**SECURITY GUARDS**

*Should The Landing management deem it necessary for a specific function, security guards may be required at the cost of the Client. Functions with numbers greater than 250 guests will incur a security fee.*

**SCHOOL FORMALS**

*When hosting a school formal, The Landing requires additional security guards to be on site for the duration of the function at the cost of the Client. A ratio of one guard per 100 guests at \$50 plus GST an hour is required. Random bag checks and breathalyser checks will be performed on under age guests upon request, and a ratio of one teacher per 20 students is required.*

**DAMAGES**

*The hirer will be responsible for any breakage, damage, theft or vandalism to The Landing venue or the property of The Landing during, or associated with, the function. Damage must be reported to the management immediately upon discovery, or as soon as practicable thereafter. For University Balls a glassware damage waiver will be incurred, to cover any damages.*