



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

ROYAL HOTEL RYDE

Located in the heart of Ryde, the Royal Hotel is more than simply a venue for functions- we can manage every aspect of your event. We take pride in taking the work off your hands and working with you to ensure your function is truly an event to remember. We can arrange all AV equipment, decorations, food and beverage packages.

To arrange a time for a site inspection or to make a booking,
Call our Functions Co-Coordinator on (02) 9809 5956 or email
info@royalhotelryde.com.au

STAFFING & ROOM CHARGES*negotiable

In order to have adequate staff for your event, staff labour is charged at \$35.00 per hour for events Monday to Friday. Staff labour is charged at \$40 per hour for events on Saturdays.

**Labour charges may be higher on Sundays and Public Holiday Events.*

There is a minimum of 4 hours per staff member. The total staff charge will be quoted by your Functions coordinator. For some events security staff may be required and charged at \$45.00 per hour.

Room hire rates apply Monday to Sunday and are negotiable.



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

COCKTAIL PACKAGES

READY MADE COCKTAIL PACKAGES - minimum of 20 guests

All served with Wood Fired Breads with Marinated Olives & Dips on arrival

EVENT PACKAGE ONE \$22.00 pp

Vegetarian Spring Rolls V

Sticky BBQ & Maple Chicken Wings GF

Gourmet Beef Mini Pies

Wood Fired Roast Tomato, Bocconcini & Basil Pizza GF*

EVENT PACKAGE TWO \$26.00 pp

Roast Beetroot, Goats Cheese & Caramelised Onion Tarts V

Satay Chicken Skewers

Vegetarian Spring Rolls V

Chilli Salt & Pepper Prawns

Gourmet Beef Mini Pies

Wood Fired Roast Tomato, Bocconcini & Basil Pizza GF*

EVENT PACKAGE THREE \$32.00 pp

Vegetarian Spring Rolls V

Baked Ricotta, Pumpkin, Pine Nut & Thyme Tartlet V

Arancini with Truffle Pecorino V

Mini Beef Burgers

Chilli Salt & Pepper Prawns

Gourmet Beef Mini Pies

Wood Fired Roast Tomato, Bocconcini & Basil Pizza GF*

Meal In A Box- Fish & Chips

EVENT PACKAGE FOUR \$38.00 pp

Gourmet Beef Mini Pies

Vegetarian Spring Rolls V

Chicken Satay Skewers GF

Salt & Pepper Squid

Chilli & Prawn Spring Rolls

Seared Alaskan Scallops with Cauliflower Puree & Baby Herbs GF

Mini Beef Burgers

Wood Fired Roast Tomato, Bocconcini & Basil Pizza GF*

Meal In A Box- Fish & Chips



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

BEVERAGE OPTIONS

- 1. Bar Tab** - Nominate the amount you wish to spend, and the beverages you would like made available to your guests
- 2. Cash Bar** - Guests pay for their own beverages
- 3. Beverage Package** - All guests are on a per person package for unlimited alcohol for the designated time

BEVERAGE PACKAGES

Premium Package

Beers - Hahn Premium Light, Tooheys New, Tooheys Extra Dry

Wine - Austin Chardonnay, PJ's SSB, Sophia Sauvignon Blanc, Jacks Cabernet Merlot, & Bubbly, Sparkling Wine

Non Alcoholic - Fresh Juices, Mineral Water & Post Mix Soft Drinks

Deluxe Package

Beers - All local beers plus Hahn Super Dry, Heineken

Wine - Austin Chardonnay, PJ's SSB, Sophia Sauvignon Blanc, Jacks Cabernet Merlot & Bubbly Sparkling Wine

Non Alcoholic - Fresh Juices, Mineral Water & Post Mix Soft Drinks

Deluxe Package

1 Hour pp \$29.00

2 Hours pp \$33.00

3 Hours pp \$37.00

4 Hours pp \$43.00

5 Hours pp \$47.00

Premium Package

1 Hour pp \$25.00

2 Hours pp \$29.00

3 Hours pp \$33.00

4 Hours pp \$39.00

5 Hours pp \$43.00



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

CREDIT CARD AUTHORISATION

TODAY'S DATE: / /

FUNCTION NAME:

DATE: / /

PREFERRED MAILING ADDRESS:

COMPANY:

CONTACT PERSON:

PHONE: FAX:

EMAIL ADDRESS:

ROOM BOOKED:

TIMES: AM PM NO'S ATTENDING:

CARDHOLDERS NAME

CARD TYPE: AMEX DINERS M/C B/C VISA (Please circle)

CARD EXPIRY DATE:

AUTHORISED SIGNATURE:

I hereby authorize Royal Hotel Ryde to charge my deposit & the
Outstanding amount as agreed on the run sheet & in the
Terms and conditions



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

TERMS & CONDITIONS ROYAL RYDE HOTEL

Deposit, prepayment and Confirmation of Bookings

- To confirm a function booking, a standard fee of \$500.00 is required as deposit along with the credit card authorization and terms and conditions forms completed and signed. (Credit authorization forms should be completed with the c/card details of the person responsible for the entire payment or balance)
- Should the above mentioned forms and deposit not be received by the due dates, Royal Hotel Ryde reserves the rights to cancel all reservations held on the client's behalf.
- Minimum numbers of guests must be confirmed 7 days prior to the function.
- PAYMENT IS REQUIRED PRIOR OR AT THE DURATION OF YOUR EVENT.

Invoicing is only permitted if credit facilities have been established with Royal Hotel Ryde.

End of Function procedures

- If the function extends beyond designated times, an additional late fee plus extra staff costs will be charged to the final bill.
- All decorations & goods must be taken down at the conclusion of an event.
- A cleaning levy will apply if the room is left in need for professional cleaning.

Cancellation

- If cancellation occurs within 2 weeks prior to the event date, 25% of the deposit will be refunded.
- If cancellation occurs within 7 days prior to the event date, the client will be charged 100% of the food Costs. If cancellation occurs in November or December the \$500.00 deposit is forfeited.

Entertainment

- Entertainment is available upon request to the Gallagher Hotels discretion. Sounds levels are to be monitored at all times by Gallagher Hotels and adjusted. Breach of this will result in the cancellation of the function with no monetary compensation.

Loss or Damage to Property

- The client shall remain responsible at all times for any loss or damage to the property of the Hotel caused by the client, guests & invitees
- We are extremely careful when looking after guests and their property. Unfortunately, we cannot take responsibility for the damage, or loss of items belonging to guests before, during and after a function.

Disorderly Conduct

- The client shall conform to the requirements of Local Government Acts & Royal Hotel Ryde policies and will be liable for any breach of these.
- The management of Royal Hotel Ryde reserves the right to remove patrons attending functions from the premises for unruly behavior/ dress regulations and/or showing signs of intoxication as determined at managements discretion or by RSA regulations.
- Bucks parties and similar functions are at the sole discretion of management and the Hotel reserves the right to cancel any such bookings

Children

- Persons under the age of 18 years must be accompanied by a parent or legal guardian and are not permitted in the Gaming or Tab areas of the venue

Unforeseen Circumstances

- In the event of inability to comply with any of the provisions of this contract by virtue of any cessation or interruption of electricity or gas supplies, plant or equipment failure, unavailability of food items, other unforeseen contingency or accident, the Hotel reserves the right to cancel any booking or refund any deposit without notice.
- Should the room/s reserved be unavailable, we reserve the right to substitute similar venues. Every effort will be made to advise you in advance.

Agreement

I hereby agree to the terms and conditions outlined above and I am aware the information supplied may be used in follow up communications.

Signed: _____

Print Name: _____

Function Date: _____



P: (02) 9809 5956
E: info@royalhotelryde.com.au
W: www.royalhotelryde.com.au
A: 68 Blaxland Road, Ryde NSW 2112

FUNCTION DETAILS FORM

In order to make the organisation of your function a little easier, you can fill out the form below with the details of your function, scan & email to info@royalhotelryde.com.au. Once it has been received, we will prepare a running sheet that outlines all details and costs for the event and send it back for your approval.

Contact Person: _____

Phone Number: _____ Email: _____

Function Name/Occasion: _____ Guests: _____

Function Date: _____ Start: ____:____ Finish: ____:____

Type of Function: _____

Room (Tick): THE BISTRO

Preferred Room set up: _____

Menu choice: _____

Canapé Selections: _____

Dietary Requirements: _____

Beverages (Tick): Cash bar Tab Beverage Pack # _____

Beverage Restrictions: _____

Beverage Limit: _____

Special requests: _____

