

Corporate Package



Business at Bells Functions

Overlooking the Swan River with uninterrupted views, Bells Functions offers an exclusive and flexible space for your meeting, conference or seminar.

Our professional Functions team will work with you from your initial enquiry through to the final planning stages to ensure your function runs seamlessly. Make your next business event a hit with Bells Business.



Bells Business Package



The ultimate business event package

Our ready-made Bells Business package has been designed to simplify planning and produce a stunning, effortless event. You won't have to lift a finger!

Inclusions

Venue hire

Morning tea, lunch and afternoon tea
(half day event - choice of morning or afternoon tea)

Continuous tea and freshly brewed coffee

Iced water and mints

Notepads and pens

AV equipment including screen, projector, whiteboard, lectern and microphone

Complimentary WiFi

Pricing

Half day - \$65 per guest

Full day - \$95 per guest

All pricing based on minimum spend of 15 guests

Capacity

Cabaret	30
Theatre	80
U Shape	40
Boardroom	40
Classroom	30
Seated	50*

Morning and afternoon tea



Select 1 item per break

Sweet

Dark chocolate walnut wellness bar (gf, vg)

Berry ripe protein balls (vg, gf)

Apple Danish (vg, gf)

Honey & berry granola yoghurt cups (v, nf)

Artisanal scones, strawberries, cream & jam (v, nf)

Banana bread, honey & cream (v, gf, nf)

Honey & macadamia cheesecakes (v)

Salted caramel & burnt butter muffins (nf)

Chocolate croissant

Savoury

Ratatouille & hummus tartlet (vg, nf)

Mediterranean pizza 3" (v, gf)

Vegetarian mini quiche, sour cream & chives (v, nf)

Teriyaki chicken sushi (vo)

Peking duck rice paper roll (vo)

Smoked salmon pinwheels, cream cheese gremolata (nf, gf)

Bacon & egg artisanal muffins (nf)

Leg ham & Swiss cheese croissant (nf)

Beef burgundy mini pie (nf)

Chicken & leek mini pies (nf)

Need more?

Additional items can be added, starting at \$5 per guest

Inclusive continuous beverages

Tea

Freshly brewed coffee

Iced water

Orange juice

Assorted soft drinks

Lunch

Select 1 menu

Menu One

Gourmet pies & sausage rolls

Assortment of sandwiches, wraps or slides (vgo, gfo)

Coleslaw (vgo, gf, nf)

Menu Two

Warmed bread rolls & butter

Garden salad (vg, gf, nf)

Mac & cheese croquette (v, nf)

Panko parmigiana (nf)

Menu Three

Garden salad (vg, gf, nf)

Salt & szechuan squid (nf)

Beer battered barramundi, chips, house made tartare (nf, df)

Menu Four

Assorted sushi & rice paper roll (vgo)

Chicken Singapore noodles (gfo, df, nf)

Pork belly, ginger & cucumber salad (gf, df, nf)

Menu Five

Tandoori chicken (gf, nf)

Basmati pilaf (vg, gf)

Kachumber salad (vg, gf, nf)

Naan & riata (v, nf)



Menu Six

Roast - choose one

Chicken, lemon myrtle & wild thyme (gf, nf)

Pork shoulder, Cuban mojo marinated (gf, df, nf)

Slow roasted Tandoori lamb shoulder (gf, df, nf)

Smoked BBQ beef topside (gf, df, nf)

Accompanied with:

Roast chat potatoes, sweet baby carrots & broccolini (vg, gf, nf)

Garden salad (vg, gf, nf)

Warmed bread rolls & butter (gfo, nf)

All menus include a
seasonal fruit platter

Inclusive continuous
beverages

Tea

Freshly brewed
coffee

Iced water

Orange juice

Assorted soft drinks

Something more...



Grazing Barrel - \$330, caters for 50

Allow your guests to feed their appetite and their eyes with our spectacularly designed tablescape featuring artfully arranged meats, cheese, crudites, seasonal fruits and dips.

Dessert Grazing Barrel - \$360 caters for 50

Indulge your guests in a collection of scrumptious desserts and confectionery. Tables are able to be themed around a particular event or colour scheme

Terms and Conditions

Minimum Spends and Room Hire

There is a minimum spend requirement and a room hire charge of \$700 for all functions. Minimum spends are based on food and beverage only.

Bookings

No persons 21 years or under are permitted to make a booking. For persons under the age of 21, a parent or legal guardian is required to confirm the booking, sign the Terms and Conditions and be present throughout the duration of the function

Tentative Bookings

Tentative bookings are held for a period of 7 days and will be released unless the deposit and signed terms and conditions have been received.

Menus and Pricing

Menus and pricing are subject to change.

Menu and Function Details

We require menu choices final numbers and function details 2 weeks prior to your event. Please note you will be charged for confirmed final numbers and no refunds will be provided.

Client and Supplier Access

Client and supplier access are available 1-hour prior for a breakfast or delegate function or 2-hours prior for all other functions. A surcharge of \$50 per hour will apply for additional set-up time.

External Suppliers

We can provide you with our preferred suppliers to offer you a one-stop shop. You may also engage your own suppliers. We do not however permit the usage of tape, confetti, rice, poppers and table sprinkles.



Dietary Requirements

We endeavour to accommodate the following dietary requirements only – Vegetarian, Gluten-Free, Dairy-Free and Vegan. We require special dietary requirements 14 days prior to your function as we cannot cater for additional requirements on the day. We ask that you make these guests known to a member of staff on the day of the function. We do not cater for allergies as we cannot guarantee no cross contamination and guests are advised that some dishes may still contain substances, including nuts and shellfish which could have implications for people with food related allergies or intolerances.

Standard Inclusions

We supply standard chairs, square or rectangle tables, cocktail tables and wine barrels. We also provide black or white linen and white napkins.

Smoking and Vaping

Smoking and vaping is permitted only in the designated area.

Social Media

Bells Functions may take photos of the venue set-up to use on social media. Please advise prior should you not give consent.

Responsible Service of Alcohol

Our Approved Manager has the right to refuse the service of alcohol to guests that deem to be intoxicated. As we are a fully licensed venue, guests are not permitted to supply or consume their own alcohol. A parent or legal guardian must accompany any persons under the age of 18 years. Should the behaviour of guests at any time become uncontrollable, the Approved Manager may terminate the function at their discretion. No refunds will be made available.

Final details are to be confirmed by signing an Event Order no later than 14 days prior to the event.

Terms and Conditions

Security

Bells Functions reserves the right to enforce certified Security if deemed necessary. The client is to bear costs and may be the responsibility of the client to arrange the necessary Security. A ratio of security staff to guests must apply.

Property

You are responsible for any damage to the property caused by your guests or suppliers and subsequently charged. A security bond may be required and will be returned post-function, providing no damage has occurred.

Damage and Loss

Although the utmost care is taken to ensure guest's property is kept safe, we accept no responsibility for the damage or loss of guest's property prior to, during or after a function.

Cleaning

General cleaning is included in all rates however a cleaning fee will apply if the function has created cleaning needs above our standard requirements.

Holding of items

We will hold any item left in the venue for up to 7 days before disposing should collection not be arranged within this time.

Deposit

To confirm your function, we require a non-refundable deposit of \$2000. For a breakfast or Bells Business package, we require a \$1,000 deposit. The deposit amount will be deducted from your final invoice. A 15% surcharge will apply to the rates as quoted for all public holidays.

Final Payment

We require full payment 14 days prior to your function. We do not offer any refunds for cancellations. When opting for beverages on consumption, we require upfront payment for your tab. Should the tab not be exhausted, we will arrange the refund post-function (subject to meeting your minimum spend).

Payment Options

- EFT
 - Credit / Debit Card
 - Cheque (cannot be accepted less than 7 days prior to the function date)
- Regretfully we do not accept Diners or AmericanExpress.

I have read and understood the Terms & Conditions including minimum spend requirements:

Full name

Signature

Date

