



THE
HOTEL SHAMROCK
BENDIGO

Event Packages



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Our Hotel

There is no other hotel in Regional Victoria with such distinction, history, romance, and grandeur. Offering a glimpse into times past, whilst still giving patrons all the modern amenities and facilities, with 37 accommodation rooms, two restaurant's and live music. Other features are Sportsbar/TAB, Gaming, Beer Garden, Pool & Gym and Gold Dust Lounge.

Our Function Rooms

The Hotel Shamrock has various areas available for private hire, each with a different feel. We have private rooms to cater from the most intimate gatherings to the most lavish of gala affairs, from cocktail functions to large formal seated banquets and weddings. The following information will give you a guide to our function facilities. Please note that some areas attract a minimum spend. Time limits and menu restrictions also apply to some areas. Please speak to the Events Co-ordinator for recommendations or any restrictions that may apply to your function.



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Federation Room

Located on the first floor with it's glorious Balcony overlooking historic central Bendigo, this elegant room has that old world charm. With its airy ceilings, chandelier style lighting, antique marble mantelpieces and dance floor. The magnificent stained glass windows provide the ultimate backdrop for those special photos. It is ideal for large weddings or ceremonies. The Federation Room has the flexibility to be arranged in a number of different ways. It is fully air conditioned and we can provide projector and the latest sound system. Please speak to the Events Co-ordinator for alternate options.



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Baxter Room

Located on the first floor this smaller function room is ideal for dinner parties, weddings as well as a cocktail events. The Baxter Room has a historic feel with a marble mantelpiece and stained glass doors that open up into a foyer. The foyer is furnished with antique couches and a piano which then leads onto the Williamson Street balcony. It provides extra space for larger functions opting for a separate, cosy area.





Gold Dust Lounge

Tucked away in the basement of the Hotel Shamrock is a wine and cocktail Bar.

The Gold Dust is the perfect place for birthdays, reunions or a special occasion.

Time restrictions may apply when the Gold Dust is open. Please contact the events co-ordinator for specific details.



Yard Bird Bar & Kitchen

Located on the first floor is the modern Yard Bird Bar & Kitchen.

The area consists of a cosy room adorned with American style food which opens out on to the balcony overlooking the Old Post Office and Pall Mall. The balcony is a climate controlled environment and hosts some of the best views of Bendigo. This area is unique to the Hotel Shamrock, serving the soul of America.

Time restrictions may apply when the restaurant is open. Please contact the events co-ordinator for specific details.



Breakfast

Plated Breakfast

\$35.00 per person

Bacon, scrambled eggs, tomatoes, hash browns, mushrooms and sausages.
Juice, tea and coffee

Hot Buffet Breakfast

\$40.00 per person

Assorted cereals, toast, fresh fruit salad, yogurt, bacon, eggs, tomatoes,
hash browns, mushrooms, sausages, juice, tea and coffee

High Tea

High Tea Event is the perfect way to add a touch of class to any function...

Minimum of 30 people

Sandwiches, and choice of 5 sweets \$50.00 p/p

Sandwiches, Scones and choice of 2 sweets \$35.00 p/p

Sandwiches and Scones with jam and cream \$30.00 p/p

All prices include tea, coffee.

Buffet Menu Options

Buffet Entree and Main

Your choice of one soup for entree, your choice of two roast meats (you can choose from chicken, lamb and beef), served with roasted seasonal vegetables, steamed seasonal vegetables, salads and freshly baked bread

\$45.00 p/p

Buffet Main and Dessert

Your choice of two roast meats (you can choose from chicken, lamb, and beef), served with roasted seasonal vegetables, steamed seasonal vegetables, salads and freshly baked bread.

A variety of desserts: lemon tart, mini pavlovas, panna cottas and cream

\$55.00 p/p



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Cocktail Package Options

Shamrock Package

Your choice of 5 Regular canapes - \$22.00 per person

Premium Package

Your choice of 3 Regular canapes and 2 Gourmet - \$26.00 per person

Deluxe Package

Your choice of 5 items from Gourmet - \$30.00 per person

Regular Items

Cucumber rounds with herb cream cheese

Moroccan chicken skewers

Salt and pepper calamari

Bruschetta – traditional

Bruschetta – Mediterranean

Assorted risotto balls

Mini quiche

Spring rolls

Spinach and fetta pastry

Sausage rolls with tomato sauce

Warm Turkish breads with house made dips

Caramelised onion and camembert tarts

Gourmet items

Rare beef on crouton with grain mustard mayonnaise

Lime and fennel tuna carpaccio

Marinated beef skewers

Smoked salmon and dill cream cheese tart

Chicken wings (BBQ or buffalo)

Pulled pork sliders

Mini beef burgers

Sticky pork belly bites

* food intolerances may incur additional costs



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BANQUET MENU OPTIONS

TWO COURSE \$55.00 PER PERSON (ENTRÉE & MAIN/MAIN & DESSERT)

THREE COURSE \$65.00 PER PERSON (ENTRÉE, MAIN & DESSERT)

Entrée

(select 2)

Lamb skewers with tzatziki (GF)

Polenta wedge (GF vegan Veg)

Beef carpaccio with extra virgin olive oil (GF)

House smoked salmon with dill mayonnaise

Spiced chicken skewers with Cajun aioli

Moroccan chicken skewers

Beef carpaccio

House smoked chicken (sous vide)

Lamb skewers with lime Greek yoghurt

Braised brisket with Bourbon BBQ sauce

Honey rum chicken with chimichurri

Charred eggplant (GF VEG)

Thai beef

Garden salad, Greek salad, Asian inspired Coleslaw

(select 1)



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BANQUET MENU OPTIONS

Main

(select 2)

Beef cheek in red wine reduction (G/F)

Lamb rack with red wine jus

300gm porterhouse with house made jus (G/F)

Chicken saltimbocca with a white wine and chive sauce

Snapper fillet with lemon butter sauce

200gm salmon fillet with balsamic glaze (G/F)

Roasted vegetable risotto – butternut pumpkin , zucchini and rocket (vegan) (G/F)

Mash Potato with seasonal greens and roasted cherry truss tomato

Fondant potato with buttered broccolini and asparagus

(select 1)

Dessert

(select 2)

Chocolate pudding with rich sauce

Warm apple crumble tart

Sticky date pudding

Crème brulee'

Vanilla/chocolate panna cotta

Baileys chocolate mousse

Saffron poached pears

New York cheesecake

Mini pavlova

Vanilla bean ice cream and nut praline OR Whipped cream and mixed berry compote

(select 1)

*Food intolerances may incur additional costs



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BEVERAGE PACKAGE

Minimum 40 guests

Duration	Premium	Indulgence
3 Hours	\$75 pp	\$85 pp
4 Hours	\$85 pp	\$95 pp
5 Hours	\$95 pp	\$105 pp

SHAMROCK PREMIUM PACKAGE

Wines

Wolf Blass Brut Sparkling
Wolf Blass Sauvignon Blanc
Wolf Blass Chardonnay
Wolf Blass Shiraz

Bottled Beers

Carlton Dry
Victoria Bitter
Great Northern Mid
Cascade Light

SHAMROCK INDULGENCE PACKAGE

Wines

Wolf Blass Brut Sparkling
Wolf Blass Sauvignon Blanc
Wolf Blass Chardonnay
Wolf Blass Shiraz
Wolf Blass Merlot
Hartog's Moscato

Bottled Beers

Carlton Dry
Victoria Bitter
Corona
Great Northern Mid
Cascade Light
Somersby Apple Cider

Choice 2 White Wines and 2 Red Wines

Individual Amount

At the Hotel Shamrock we understand that a beverage package may not be a suitable arrangement for everyone. You are welcome to provide a tab for your guests, which enables you to select specific beverages and set an amount.

Federation Room

Federation Room

16m x 7.8m

Theatre Style	200	Located on the First Floor
Class room	60	Access via elevator or stairs
Cabaret	80	Air Conditioned & Heated
Cocktail	200	Access to balcony, smoking permitted
Banquet	140	Private Bar
U shape	40	Room hire inclusive of tea & coffee
Boardroom	40	

Baxter Room

Baxter Room

6m x 5.5m

Baxter Room, foyer & balcony

Cocktail	40	Located on the First Floor
Cocktail with foyer and balcony	70	Access via elevator or stairs
Banquet	26	Heated with ceiling fan Adjoins foyer Access to balcony, smoking permitted Room hire inclusive of tea & coffee

Gold Dust

(Sunday - Friday only)

Chandelier Room

5.7m x 6.3m

Red Room

7.3m x 3m

Cocktail	Min 40	Located in the basement
	Max 100	Access via elevator or stairs Amenities located on the ground floor

Yard Bird

Cocktail	40	Located on the First Floor Access via
Cocktail with balcony	90	elevator or stairs
Cabaret	25	Air Conditioned and Heated Access
Cabaret with balcony	70	to enclosed balcony Room hire inclusive of tea & coffee Subject to availability



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Additional Information

CONFIRMATION OF BOOKING

A signed booking form is required to confirm your function along with 50% of your estimated total function value. The final balance is due a minimum of 7 days prior to the event. Cancellation charges will apply accordingly.

ACCOMMODATION

Guests attending functions are entitled to a 10% discount off room rate. Guest rooms are to be booked directly through the reservations department for a discount to be applied.

COMPLIMENTARY INCLUSIONS

White or black table cloths, napkins and skirting.

CAKEAGE

Our Chefs can cut and plate your cake for \$2.50 per person.

LOLLY BUFFET

A Lolly Buffet is a brilliant way to impress your guests and can be a great little gift for each of your guests to take home as a keepsake. DIY starting from \$50.

CHILDREN MENU

For children attending your function, you may like to select from our children's menu.

SPECIAL MENUS AND DIETARY REQUIREMENT

Any dietary requirements need to be submitted 14 days prior the event, after this time we can not guarantee we will be able to cater for these guests. Please speak to our Events coordinator if you are considering something different to our current menus. Our Executive chef would be happy to personalise your menu to suit you.

AUDIO VISUAL

At an additional cost you can hire – Projector and Screen, Microphone and Speaker. Lectern, power boards and leads are free of charge. Staging and lighting, D.J's, Karaoke or a Photo booth can be arranged from our preferred suppliers.

DECORATIONS

A large range of chair cover's and sashes are available for hire and are charged at \$8.00 per chair. From our preferred suppliers we can arrange decorations for your event - Flowers, centrepieces and candelabra.

PHOTOGRAPHS

Images in this brochure are courtesy of Super view photography (www.superview.com.au) with special thanks to Eternal Vase for flowers and centrepieces.



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Terms & Conditions

Tentative booking

Will be held for a period of 7 days, after which time the booking confirmation form and deposit has not been received the booking will automatically be released.

Confirmation

A minimum spend applies to all functions.

A non-refundable deposit is required to secure your booking. This deposit is held to that date and not transferable unless more than one-month advance notice is given. The deposit amount is determined by the Hotel Shamrock.

Once the deposit is paid the specific area is booked for your use only and you are responsible for what it entails.

Final numbers are required 14 days prior to the event, along with menu choices and any dietary requirements of your guests. Any changes after this time are subject to availability and may incur additional fees. Refunds will not be given for any changes in numbers within 7 days of your function.

Payment and Cancellation

Final payment is due in full 7 days prior to the event by cheque, cash or by EFTPOS.

Cancelling your function within 7 days of the function date will incur of 50% of your invoiced amount. Cancelling your event within 24 hours will incur a fee of 100% of your estimated cost.

Disclaimer

We do not permit food or beverage of any kind to be brought into the venue for consumption. The exception being cakes for birthdays, wedding and other occasions and fees do apply, please contact the Events Coordinator for pricing.

For any event held on a public holiday a surcharge of 10% of the total food cost will apply.

If you require special equipment or decorations the Hotel Shamrock can assist in supplying them for you, with prior notice.

Charges will apply according to requirements.

Access to the function room for set up is in conjunction with The Hotel Shamrock. All musicians, DJs, etc. are to contact the hotel to make arrangements prior to the event. All band requirements are to be made aware to management before your event. Any meal and beverage costs are to be covered by you the client.

All extra purchases are to be finalised upon completion of function unless prior arrangements have been made with management.

Cheques will not be accepted on the day of your function.

All decorations are to be approved before day of function. Nothing is to be fixed to the walls and all decorations are to be of a professional manner. All balloons are to be attached to a weight, any loose balloons are to be removed by the client at the conclusion of your event.

The client is to be fully responsible for conducting their function in an orderly manner and is fully responsible for the manner of their guests. All functions are to be in accordance with the state laws and the Hotel Shamrock reserves the right to refuse entry and to reject any persons deemed to be not following these. Management's decision is final.

The client is fully responsible for any damage to the venue. General cleaning is supplied by the hotel but any specialist cleaning required due to damages at your event will be charged accordingly.

The Hotel Shamrock does not accept responsibility to any damage or loss of goods left on the premises prior to, during or after the event. You, the client, are responsible for any theft that occurs during the event.

For Weddings or special events where name placing is required, an electronic list of all guests' names, their tables and order of seating arrangements is required 7 days prior. All place cards are to be divided in individual envelopes and labelled according to their table number and be given to the Events coordinator at least 2 days prior to your event

Chair covers and sashes are to be charged at \$5 per chair and can be arranged by the hotel with at least 14 days' notice.

All prices and menus are current at time of quotation and are subject to revision.

For the comfort of in-house guests, all music during event is to be turned down at 11pm and turned off (including background music) by 11.30pm with vacation of all guests by midnight.

The Hotel Shamrock is a smoke free venue. There are designated smoking areas located on the ground floor and ashtrays located on the balcony



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Notes



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