



BOOK YOUR NEXT
EVENT
with us

FOR EVENTS AND DINING ENQUIRIES

CONTACT US AT
hello@theroyalleichhardt.com.au
(02) 9569 2638



THE ROYAL LEICHHARDT

We understand that every event is unique and pride ourselves on offering tailor made experiences in our flexible and versatile event spaces. Our events manager will happily work with you to make sure a package is designed to suit exactly what you're after.

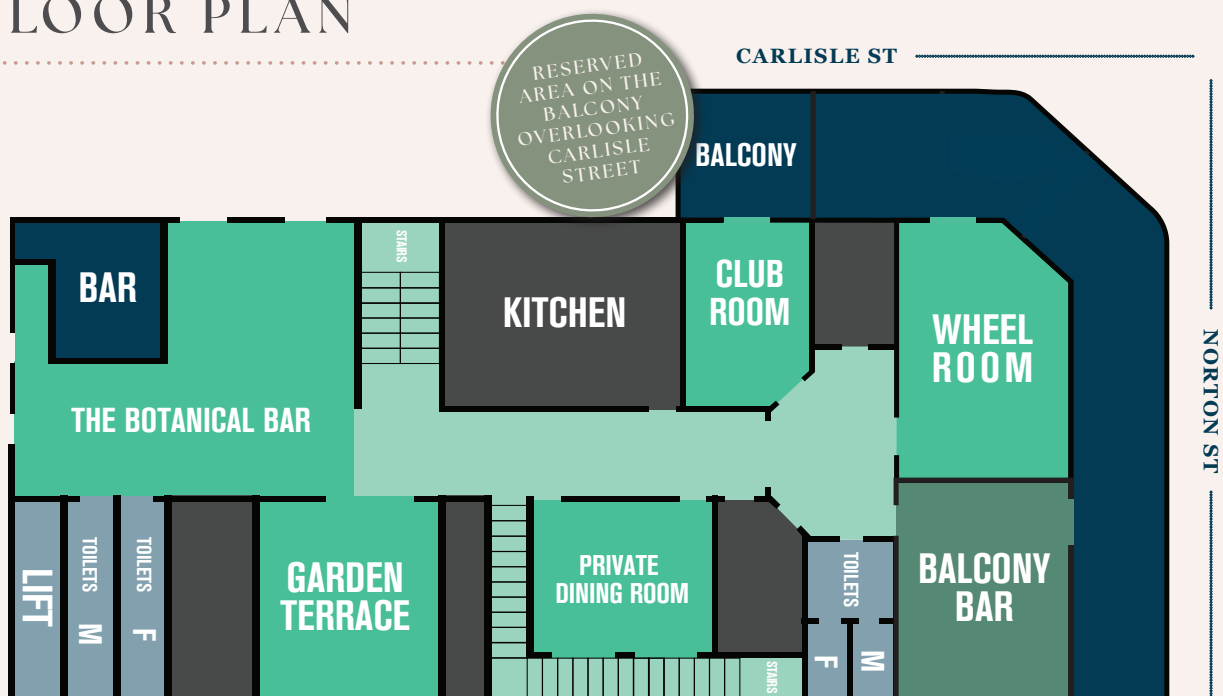
We look forward to hosting your memorable event together!

BIRTHDAYS

CORPORATE
EVENTS

ENGAGEMENT
PARTIES

FLOOR PLAN



Event SPACES

THE BOTANICAL BAR



30 - 60 guests cocktail style

Booking this space gives you exclusive use of the bar and your own private bathrooms. The room is set with low seating, high top tables, bar stools and plenty on standing room.

In-house speakers and AV is available via HDMI connection. We recommend bringing a separate device to stream music and slideshows from. A microphone is available upon request.



THE GARDEN TERRACE



20 guests seated



25 guests cocktail style

Surrounded by lush plant-life, the Garden Terrace is perfect for an intimate sit down meal for 20 guests or cocktail function for up to 25 guests.

This sunny space provides an outdoor courtyard atmosphere, with a louvered roof and gas heaters to suit any weather.

LARGE EVENTS



60 - 110 guests cocktail style

We can offer the combination of The Garden Terrace and The Botanical Bar for groups of 60-110 people cocktail-style.



Event SPACES

WHEEL ROOM

 35 guests seated  40 guests cocktail style


Looking for a intimate cocktail or sit down style event?

Our Wheel Room can hold a minimum of 20 guests seated and a maximum 40 guests cocktail.

You and your guests will enjoy our largest private room with access to the balcony overlooking Norton St.



PRIVATE DINING ROOM

 15 guests seated

Looking for something more casual without the commitment?

Book our Private Dining Room for your next group booking or private dinner party. With old world charm and local art this is the perfect setting for your next intimate event.

CLUB ROOM

 16 guests seated

The cosy Club Room is perfect for an intimate birthday soiree or dinner party of up to 16 guests seated.

BALCONY

 20 - 40 guests cocktail style

For a cocktail party of 20-40 guests, The Club Room includes a private section of the balcony overlooking Carlisle Street.



Set MENU

\$58^{pp}

Shared ENTREE

Halloumi, lemon honey, crushed pistachios (v) (gf) (n)

Salt & pepper squid, yuzu aioli, lemon chilli pepper (df)

Sweet potato croquettes (5), curry mayo (v)

Charcuterie platter

Choice of MAIN

Rainbow salad, tomato medley, tricolour quinoa, crispy chickpeas, broccolini, edamame, radish, mint, pepitas, coriander cashew cream (vegan) (gf) (n)

Add chicken +7

Burnt butter casarecce pasta, cavolo nero, enoki mushrooms, chilli, garlic, roasted crushed hazelnuts (v) (n)

Pan fried barramundi fillet, white bean puree, asparagus, snow peas, caper & herb butter (gf)

Slow cooked lamb shoulder, tabbouleh salad, mint yoghurt (gfo)

250g rump steak, salad, chips, your choice of sauce

The sauces: pepper (gf) (df) | gravy (gf) (df) | mushroom (gf) chimichurri (gf) (df) (vegan) | horseradish cream

Treat yourself!

ADD ON DESSERT FOR

\$14^{pp}

Mandarin & strawberry eton mess, mandarin coulis, strawberries, meringue, cream, coconut flakes, mint (gf)

2 cheese board, grapes, apricots, quince paste, nuts, crackers (n)

Royal PLATTERS

BASED ON 8-10 GUESTS

\$85 PER PLATTER

CHEESE

Selection of local & international cheese, muscatels, apple, quince paste, walnuts, lavosh (gfo) (v)

CHARCUTERIE

Cured meats, salami, olives, pickles, toasted baguette

\$75 PER PLATTER

FRUIT

Seasonal mix of melons, fruits and berries (gfo) (vegan)



Canape MENU

5 PIECE STARTER \$40PP

Mac & cheese balls, truffle aioli (v)

Smokey BBQ winglets (gf)

Cheeseburger spring rolls

Roast pumpkin, goat's cheese & sage crostini (v)

Chicken san choy bao (gf) (vo)

7 PIECE STANDARD \$45PP

Roast pumpkin, goat's cheese & sage crostini (v)

Mac & cheese balls, truffle aioli (v)

Smokey BBQ winglets (gf)

Pork & fennel sausage roll

Caramelised tofu, peanuts, pineapple (gf) (vegan)

Caesar lettuce cups (gf) (vo)

Cheese & bacon slider

9 PIECE DELUXE \$50PP

Bulgogi beef mini croissant

Mac & cheese balls, truffle aioli (v)

Smokey BBQ winglets (gf)

Cheeseburger spring rolls

Caramelised tofu, peanuts, pineapple (gf) (vegan)

Roast pumpkin, goat's cheese & sage crostini (v)

Corn fritter, sour cream, chives (gf) (v)

Spinach & ricotta pastizzi (v)

Crispy polenta, chipotle sauce (gf) (vegan)



Canape MENU

ADD ON OPTIONS

Sydney rock oysters, nahm jim | \$7

Lobster bao | \$10

VEGETARIAN/VEGAN

ALTERNATE OPTIONS

Cherry tomato & goat's cheese tart (v)

Miso eggplant spring roll (vegan)

Tomato bruschetta bites, caramelised balsamic (vegan)

Fried polenta, chipotle sauce (gf) (vegan)

Baked haloumi, zaatar, molasses (v)

DRINK

STANDARD BEVERAGE PACKAGE

3 HOURS \$45PP | 4 HOURS \$60PP

Draught Beer: *Carlton, Pure Blonde, Bulmers*

White Wine: *Craftsman Chardonnay*

Red Wine: *Craftsman Shiraz*

Sparkling: *Tarot Prosecco NV*

Soft drinks, juice, tea & coffee

THE ROYAL BEVERAGE PACKAGE

3 HOURS \$55PP | 4 HOURS \$70PP

Draught Beers: *Carlton Draught, Pure Blonde, Balter XPA, Young Henrys Newtowner, Bulmers*

White Wine: *Colpasso Pinot Grigio (vegan), Lobster Reef Sauvignon Blanc*

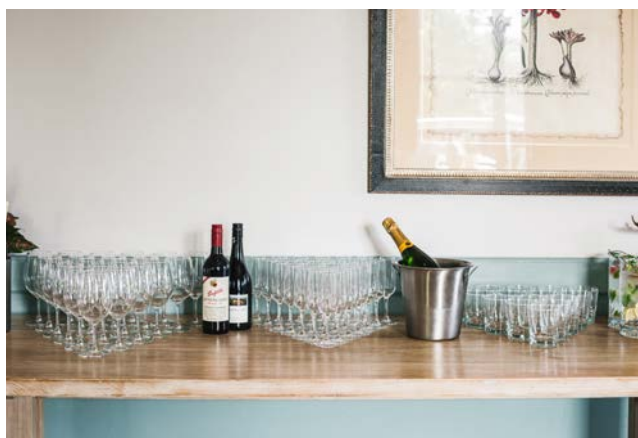
Red Wine: *Labrune et Fils Pinot Noir, Tyrrell's Hunter Valley Shiraz*

Sparkling: *Tarot Prosecco NV*

Soft drinks, juice, tea & coffee

BAR TABS

By nominating what drinks you would like to be available on your bar tab and setting a tab limit, our bar staff will ensure this is achieved for your event. The bar tab may be increased over the duration of the event if requested.



Event ADD ONS

MAKE YOUR EVENT BETTER THAN THE ONE
BEFORE WITH OUR EVENT ADDITIONS.

FLOWERS

*Choose from a variety of flower arrangements for table centerpieces,
large arrangements and special occasion flowers.*

BALLOON INSTALLATIONS

*Looking to add a wow factor to your event? From balloon bouquets to organic
balloon installations, our suppliers have a range of options to make your day pop!*



FAQ

Q: Does the venue have an elevator?

A: We do! Ask one of our friendly staff to direct you.

Q: Is there a bathroom within our event space?

A: There is a private bathroom for events in our Botanical Bar. A separate public bathroom is available for the Club Room & Balcony, Garden Terrace and Wheel Room event spaces.

Q: Can I use a microphone or supply my own music?

A: Whilst we do not allow external music providers for events due to strict sound restrictions, you are welcome to connect to our in-house speakers and TV in Botanical Bar via a HDMI connection. We recommend bringing a separate device to stream music and slideshows from.

A microphone is available for events in the Botanical Bar upon request. All other event spaces sadly cannot be connected to the in-house speakers.

Q: Can I arrive earlier to bump in?

A: The event space will be vacated 1 hour prior, leaving our hosts to clear and reset for your event. You are more than welcome to drop by half an hour earlier to add any final touches. If organising an external supplier, please let your event coordinator know to expect them before kick off!

Q: Can we organise our own suppliers?

A: Absolutely! If you have an idea in mind, let our events team know and we chat through the specifics. If you'd like us to do the heavy lifting for you, we have a range of wonderful suppliers who are always happy to help.

Q: What about dietary requirements?

A: Simply flag any dietary requirements with your event coordinator and we can notify the chef to ensure all guests are catered for.

Q: Are underage guests allowed in venue?

A: Of course - the kids can tag along! They must, however be accompanied by a parent or guardian at all times and would be required to vacate the venue at 10PM.

Q: Can we book an 18th birthday at The Royal?

A: Unfortunately we are not able to host 18th birthdays.

BOOK REVIEW FORM

Additions:

Menu Choice:

..... DAY V MEN

Please Debit the Amount \$_____ (hire fee & deposit)

Any and all outstanding monies ancillary to the event costs will also be charged at this time.

Date: _____

TERMS AND CONDITIONS

CONFIRMATION, HIRE FEE & DEPOSIT

To confirm an event booking, the following is required:

1. DEPOSIT
2. HIRE FEE
3. COMPLETED BOOKING FORM
4. SIGNED TERMS & CONDITIONS

Please note: A \$500 deposit is required for all function bookings and a \$150 hire fee. Should the above mentioned forms and deposit not be received by the due date, the venue reserves the right to cancel the tentative hold on the client's behalf.

CANCELLATION

If cancellation occurs within 4 weeks of the event date, the deposit and hire fee is forfeited.

If cancellation occurs within 10 working days prior to the event date, the client will be charged 100% of the food costs.

FINAL NUMBERS AND DETAILS

Guaranteed minimum numbers of guests attending and all final details should be notified to the events manager **no less than 10 business days prior to the event.**

Absolutely no changes on the increase in numbers will be taken after this time.

PAYMENT

Full payment of food and beverage packages are required no less than 7 days in advance of the date of the event. For any outstanding beverage tabs, these are to be settled at the conclusion on the evening of the event.

No extensions of payment will be permitted.

Payment can be made by direct deposit, over the phone, with the events manager or in person. Credit card details and I.D must be given as security for all beverage tabs.

INSURANCE/DAMAGES

Our organisation will take reasonable care, but will not accept responsibility for damage to or loss of items before, during or after a function. You are financially responsible for any loss or damage sustained to the premises or our property during a function or by your guests when entering or leaving the premises. You are also responsible for any loss or damage to equipment hired on your behalf.

OTHER

The client shall conduct the event in an orderly manner and in full compliance with the rules of The Royal Leichhardt management and in accordance with all applicable laws. The client is responsible for the conduct of the guests and invitees and indemnifies the hotel for all costs, charges, expenses, damage and loss caused by any act or omission by the client, client's guests or invitees. No food or beverages of any kind is permitted to be brought to the event by the client, client's guests or invitees, unless prior permission has been obtained.

RESPONSIBLE SERVICE OF ALCOHOL

In accordance with the NSW state governments RSA laws, The Royal Leichhardt reserves the right in its absolute discretion to exclude or remove any undesirable persons from the event or The Royal Leichhardt's premises without liability.

Management reserves the right to close the bar when it deems necessary. We also reserve the right to cancel the booking if:

- * The Royal Leichhardt or any part of it is closed due to circumstances outside the hotels control.
- * The client becomes insolvent, bankrupt or enters into liquidation or receivership.
- * The event might prejudice the reputation of The Royal Leichhardt .
- * The room hire, deposit and minimum spend has not been paid by the due date.

Signed: _____ Date: _____

Thank you for taking the time to fill out these forms. We look forward to hosting your event soon.