

# CORPORATE MENU PACKAGES

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CORPORATE DINNER, PRESENTATION,  
OR FULL DAY MEETING

2018



TEA ROOM, SIGLO & MELBOURNE SUPPER CLUB



## CORPORATE VENUES

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Whether you are planning a corporate dinner, a presentation or a full day conference, our iconic Melbourne venues, The Tea Room, Melbourne Supper Club, Siglo and the Spring Street Grocer offer distinctly versatile spaces. This versatile space caters to all types of events, allowing for a variety of room configurations, including theatre style, board room or stand up cocktail events and intimate dining.



**FOR FURTHER INFORMATION PLEASE CONTACT**

**Jess Lazzaro or Sara Dean**

Phone: 03 9654 0811 · Mobile: 0427 230 166 · Email: [info@springstreetevents.com.au](mailto:info@springstreetevents.com.au)

CORPORATE PACKAGES 2018

# GUIDELINES

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## OPERATION TIMES

\*Reservations are for a maximum of 5 hours.

Reservations exceeding 5 hours will incur an additional minimum spend requirement.

	<i>Tea Room</i>	<i>Siglo/Melbourne Supper Club</i>
Breakfast	7.30am - 11.00am	9.00am - 11.00am
Lunch	12.00pm - 5.00pm	12.00pm - 4.00pm
Dinner	5.00pm - 11.00pm	Not Available
Cocktail	7.00am - 12.00am	7.00am - 4.00pm

• **PLEASE NOTE** - Siglo is not available for groups after 4pm

It is the responsibility of the organiser to inform all guests attending that the event is exclusive to the reserved area ie. the Tea Room, and that entry into other venues within the building will not be permitted.

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## SEATING CAPACITY

<i>Configuration</i>	<i>Tea Room</i>	<i>Melbourne Supper Club</i>	<i>Siglo</i>
Cocktail	70	90	150
Seated Event	50	20	60
Boardroom	30	20	N/A
Class Room	40	N/A	N/A

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## MINIMUM CHARGES

<b>January - October 2018</b>	<i>Tea Room</i>	<i>Melbourne Supper Club</i>
Half Day	\$3000	\$2000
Full Day	\$3500	\$2500
<b>November - December 2018</b>	<i>Tea Room</i>	<i>Melbourne Supper Club</i>
Half Day	\$3500	\$3000
Full Day	\$4500	\$4000

*Prices are subject to change*

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We understand that that as every function is unique, and we are happy to tailor a package to your requirements. Please use the enquiry form to ask about availability and a quote appropriate to your event.

# CORPORATE PACKAGES

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## HALF DAY

\$88.50 PER PERSON

Includes Arrival Beverage, Morning Tea, Baguette Lunch

## ON ARRIVAL

\$10 PER PERSON

Tea & Coffee  
Cold pressed orange juice

## MORNING TEA

\$25.50 PER PERSON

Seasonal Fruit Board  
Mini Pastries  
Mini Muffins  
Tea & Coffee  
Cold pressed orange juice

## BAGUETTE LUNCH

\$55 PER PERSON

Assortment of baguettes  
Mini Croque Monsieur's  
Euro Salad  
Roasted cauliflower with wild rice & ancient grains  
Soft drink, cold pressed orange juice  
Tea & Coffee

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## FULL DAY

OPTION 1: \$108.50 PER PERSON

OPTION 2: \$118.50 PER PERSON

Includes Arrival Beverage, Morning Tea, Baguette Lunch & Afternoon Tea

## ON ARRIVAL

\$10 PER PERSON

Tea & Coffee  
Cold pressed orange juice

## MORNING TEA

\$25.50 PER PERSON

Seasonal Fruit Board  
Mini Pastries  
Mini Muffins  
Tea & Coffee  
Cold pressed orange juice

## AFTERNOON TEA

### OPTION 1

\$20.00 PER PERSON

Scones with jam & cream  
Tea & Coffee  
Cold Pressed Organic Orange Juice

### OPTION 2

\$30.00 PER PERSON

Cheese boards to share with house  
made condiments (based on 30 grams per person)  
Tea & Coffee  
Cold Pressed Organic Orange Juice

## BAGUETTE LUNCH

\$55 PER PERSON

Assortment of baguettes  
Mini Croque Monsieur's  
Euro Salad  
Roasted cauliflower with wild rice & ancient grains  
Soft drink, mineral water, cold pressed orange juice  
Tea & Coffee



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All menus are seasonal and maybe subject to variation. All prices are GST inclusive and are subject to change

# CORPORATE PACKAGES CONTINUED

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OR

## LA FAMIGLIA LUNCH

\$95.00 PER PERSON FOR 3 COURSES

\$80.00 PER PERSON FOR 2 COURSES

A shared menu either running down the middle of the table or set up on a side, buffet style table.

### ENTRÉE

PLEASE CHOOSE A MAXIMUM OF THREE DISHES – TO SHARE

Roasted Moreton Bay bug, crispy chicken,  
cabbage & chervil salad

Buffalo mozzarella, pickled fennel, basil, sourdough

Raw tuna, avocado, horseradish cream

Beetroot, goats cheese & bitter leaf salad

House charcuterie, pickles & grissini

Wagyu carpaccio, pickled green tomato, anchovy, sage,  
grissini

Smoked ox-tongue, oyster cream, cucumbers

Whipped cod roe, salmon pearls, blini

### MAIN COURSE

PLEASE CHOOSE A MAXIMUM OF TWO DISHES – TO SHARE

Châteaubriand: Salt roasted with bourguignon garnish

John Dory, cauliflower, Sicilian flavours

Flinders Island roast lamb shoulder

Porchetta, apple, sauerkraut

(Optional suckling pig for events larger than 30pax - requires two  
week's notice & \$10 supplement per person)

Roasted free range chicken, butternut squash, salsa verde,  
pumpkin seeds

Duck galantine a l'orange

### ACCOMPANIMENTS

Roquette salad with aged balsamic

Duck fat roasted potatoes, garlic, rosemary

### CHEESE – TO SHARE

A selection of cheese served with  
house made condiments



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# BREAKFAST

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## OPTION 1

### BREAKFAST MENU \$65 PER PERSON

ON ARRIVAL - PLEASE CHOOSE ONE

Bircher muesli with yoghurt  
Seasonal fruit salad pots with yoghurt  
Croissant with condiments - to share

### MAIN COURSE

PLEASE CHOOSE A MAXIMUM OF THREE

For groups exceeding 30 guests, please select 1 dish only

Shakshuka, feta, toasted flatbread  
European Breakfast - scrambled eggs, bacon, mushroom, tomato & toast  
Toasted nut & seed bread with poached eggs & avocado poached egg & roquette  
Eggs Florentine (spinach)  
Eggs Benedict (ham)  
Eggs Atlantic (salmon)  
Petuna salmon, herb blinis, horseradish  
Pikelets, clotted cream & maple syrup

- 2 hour continuous cold pressed orange juice, tea & coffee
- All other beverages are charged on consumption

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## ADDITIONAL ITEMS

ADDITIONAL ITEMS TO HAVE ON ARRIVAL

- **\$7.50 PER PERSON**  
Fruit muffins, Pastries, Sourdough toast with condiments
- **\$22.50 PER PERSON**  
A glass of NV Doyard , *Champagne*, France

## OPTION 2

### CONTINENTAL BREAKFAST MENU

**\$45.00 PER PERSON**

Savoury muffins  
Pastries including croissant's with condiments  
Fruit Salad

- 2 hour continuous cold pressed orange juice, tea & coffee



## OPTION 3

### CANAPÉ MENU

**\$55.00 ALL INCLUSIVE**

Trout rilette, blini, caviar  
Fruit and yoghurt pots  
Pikelet with clotted cream and strawberries  
Mini Croque Monsieur

- 2 hour continuous cold pressed orange juice, tea & coffee

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# CANAPÉ MENU

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## COLD

Oysters, mignonette  
Foie gras pate, brioche, pear chutney  
Crostini of ricotta, broadbean, mint  
Tuna and avocado, squid ink cracker  
Beef tartare, potato crisp  
Trout rillette, blini, caviar  
Truffled spring street cheese gougers  
Whipped cod roe, potato skin, caviar  
Bresaola, anchovy grissini  
Country style terrine, brioche

## HOT

Soft curd croquettes  
Sicilian arancini  
Pulled pork, slaw, brioche bun  
Tempura vegetables, romesco  
Beef polpette  
Polenta chips, sour cream  
Cypriot haloumi, pickled walnut  
Grilled octopus, smoked eggplant, caper dressing  
Crab cakes, toasted corn  
Lamb kofta skewers, garlic yoghurt

## TASTING DISHES

Nicoise of petuna ocean trout  
Pan fried sage and ricotta gnocchi, dell orto  
Mushroom risotto, truffle oil  
Fish & chips, tartare sauce  
Classic Reuben, Russian dressing  
Braised lamb, soft polenta, cucumber  
Seafood paella  
Orecchiette, tuna, broccoli, anchovy  
Wagyu beef burger, pickles  
Buttermilk fried chicken



## DESSERT

Vanilla Raspberry Creme Brulee (GF)  
Strawberry jam filled donuts, vanilla sugar  
Mini ice-cream cones  
Mini blackberry white chocolate cheesecake  
Mini passionfruit meringue pies

(GF) Gluten free

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## RECOMMENDED COCKTAIL PACKAGES

### 1 – 2 HOUR PACKAGE

4 pieces	Select 2 cold & 2 hot items (or dessert)	\$30.00	PER PERSON
6 pieces	Select 3 cold & 3 hot items (or dessert)	\$45.00	PER PERSON

### 2 – 3 HOUR PACKAGE

7 pieces	Select 4 cold & 3 hot items (or dessert)	\$52.50	PER PERSON
6 pieces + 1 tasting	Select 3 cold, 3 hot (or dessert) & 1 tasting dish	\$60.00	PER PERSON
9 pieces + 1 tasting	Select 5 cold, 4 hot (or dessert) & 1 tasting dish	\$75.00	PER PERSON

### 4 – 5 HOUR PACKAGE

11 pieces + 1 tasting	Select 6 cold, 5 hot (or dessert) & 1 tasting dish	\$92.50	PER PERSON
11 pieces + 2 tasting	Select 6 cold, 5 hot (or dessert) & 2 tasting dish	\$107.50	PER PERSON

# ADDITIONAL ITEMS

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## SIDE DISHES

WE RECOMMEND 1 SIDE DISH PER 4 GUESTS.

Zucchini, tomato vierge	\$18.00
Roquette salad with aged balsamic	\$17.00
Green salad, pickled shallots	\$15.00
Broccoli, pear, almond, chilli	\$16.00
Duck fat roasted potatoes, garlic, rosemary	\$19.50

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## CHEESE

\$15.00 PER PERSON

TO SHARE

Our resident Cheesemongers will put together a selection of cheese served with house made condiments (Based on 30g person)

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## ANTIPASTO

\$18.00 PER PERSON

TO SHARE

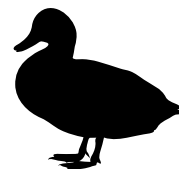
A selection of cured meats, grilled vegetables & cheese

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## TO FINISH

Chocolate Truffles	\$5.50 PER PERSON
Petit fours	\$12.50 PER PERSON

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All menus are seasonal, and therefore subject to change. Where a particular item is not available, a suitable replacement will substitute it. All prices are inclusive of GST



# AUDIO VISUAL PRICE LIST

ITEM	DESCRIPTION	AMOUNT
Plasma Screen & Stand	64.5" Diag Portable Screen Plasma Aspect Ration 16:9	\$520
Projector Screen	100 inch Diag Portable Screen Aspect ratio 4:3	\$90
Data Projector	XD250U	\$250
PA System	Speaker w/ corded microphone	\$235
Cable - HDMI		\$5
Laser Presentation Remote		\$25
Power Boards		\$5
Extension Leads		\$5
Coffee Machine	2 Group handle	\$250
Grass Runner		\$250
White Board		\$100
Flip Chart and Paper	1.5 X 12.5m	\$75
Wooden Lecturn (no microphone)	1.5 x 0.9m w/ 2 x markers	\$70

*These prices include delivery and damage waiver*

# PACKAGE PRICE LIST

ITEM	DESCRIPTION	AMOUNT
Projector Screen Data Projector PA System Extension Leads Power Boards Laser Presentation Remote	100 inch Diag Portable Screen XD250U Speaker w/ corded microphone	\$495

*These prices include delivery and damage waiver*



If you require more extensive Audio Visual our preferred supplier is: Complete Function Hire. PH: 9699 9935

[www.cfhire.com.au](http://www.cfhire.com.au)

# WINES

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## BEVERAGES ON CONSUMPTION

WE RECOMMEND SELECTING A SPARKLING, 2 WHITE & 2 RED WINES.

A HEAVY & LIGHT BEER, SOFT DRINK & MINERAL WATER WILL ALSO BE AVAILABLE.

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### SPARKLING WINES

NV	Cuvée Lorraine Blanc de Blancs Brut	<i>Bourgogne, France</i>	50
NV	Conte Loredan Gasparini Prosecco	<i>Colli Asolani, Italy</i>	55
2015	Laurens Cremant de Limoux Clos de Demoiselles	<i>Languedoc-Roussillon, France</i>	68
2013	Oakridge Blanc de Blancs	<i>Yarra Valley, Vic</i>	70
NV	Vissoux Crémant de Bourgogne Brut	<i>Burgundy, France</i>	83
NV	Christophe Brut Tradition	<i>Champagne, France</i>	110
NV	Doyard Cuvée Vendemiaire	<i>Champagne, France</i>	150
NV	Pol Roger Brut	<i>Champagne, France</i>	192

### WHITE WINES

2017	Crawford River Young Vines Riesling	<i>Henty, Victoria</i>	57
2016	Greywacke Sauvignon Blanc	<i>Marlborough, NZ</i>	55
2016	Onannon Pinot Gris	<i>Mornington Pen, Vic</i>	54
2016	Terlan Pinot Grigio	<i>Alto Adige, Italy</i>	79
2016	William Fèvre Chablis	<i>Burgundy, France</i>	71
2017	Punt Road Chardonnay	<i>Yarra Valley, Victoria</i>	46
2016	Montalto Estate Chardonnay	<i>Mornington Peninsula, Victoria</i>	77
2016	Burton McMahon D'Aloisio's Chardonnay	<i>Yarra Valley, Victoria</i>	61

### ROSÉ WINES

2016	Riotor Grenache/Cinsault/Syrah	<i>Provence, France</i>	52
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### RED WINES

2016	Williams Crossing (by Curly Flat) Pinot Noir	<i>Macedon Ranges, Victoria</i>	58
2017	De Bortoli Villages Pinot Noir	<i>Yarra Valley, Victoria</i>	43
2014	Charteris Central Otago Pinot Noir	<i>Central Otago, NZ</i>	73
2016	Fiore Nero Chianti	<i>Tuscany, Italy</i>	44
2016	Mesta Tempranillo	<i>Uclés, Spain</i>	45
2015	Oakridge Local Vineyard Cabernet Sauvignon	<i>Yarra Valley, Victoria</i>	63
2013	Bellwether Cabernet Sauvignon	<i>Coonawarra, Victoria</i>	89
2016	Clonakilla O'Riada Shiraz	<i>Canberra District, NSW</i>	79
2016	Bress Silver Chook Shiraz	<i>Heathcote, Victoria</i>	48
2015	Poonawatta 'Four Corners' Shiraz	<i>Eden Valley, S.A</i>	63

### DESSERT WINE

2012	Lions de Suduiraut Semillon/Sauvignon Blanc (375ml)	<i>Sauternes, France</i>	77
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All our prices are GST inclusive. Please note that beverages are charged on consumption and that we cannot guarantee if all of the above selection is available. Where an item is not available a suitable replacement will substitute it.

# BEVERAGE PACKAGES

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## CLASSIC BEVERAGE PACKAGE

WINES ARE SUBJECT TO CHANGE

2 hours	\$50.00 per person
3 hours	\$62.00 per person
4 hours	\$72.00 per person
5 hours	\$80.00 per person



### SPARKLING

NV Cuvée Lorraine Blanc de Blancs Brut *Bourgogne, France*

### WHITE

2017 Crawford River Young Vines Riesling *Henty, Victoria*  
2017 Punt Road Chardonnay *Yarra Valley, Victoria*

### RED

2017 De Bortoli Villages Pinot Noir *Yarra Valley, Victoria*  
2016 Bress Silver Chook Shiraz *Heathcote, Victoria*

Heavy & light beer, soft drink & mineral water

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## SUPERIOR BEVERAGE PACKAGE

WINES ARE SUBJECT TO CHANGE

2 hours	\$60.00 per person
3 hours	\$70.00 per person
4 hours	\$80.00 per person
5 hours	\$90.00 per person



### SPARKLING

2013 Oakridge Blanc de Blancs *Yarra Valley, Vic*

### WHITE

2016 Onannon Pinot Gris *Mornington Pen, Vic*  
2016 Burton McMahon D'Aloisio's Chardonnay *Yarra Valley, Victoria*

### RED

2016 Williams Crossing (by Curly Flat) Pinot Noir *Macedon Ranges, Victoria*  
2015 Poonawatta 'Four Corners' Shiraz *Eden Valley, S.A*

Heavy & light beer, soft drink & mineral water

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# BEVERAGE PACKAGES CONT

## EXCLUSIVE BEVERAGE PACKAGE

WINES ARE SUBJECT TO CHANGE

2 hours	\$95.00 per person
3 hours	\$115.00 per person
4 hours	\$130.00 per person
5 hours	\$145.00 per person



### CHAMPAGNE

NV	Christophe Brut Tradition	Champagne, France
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### WHITE

2016	Terlan Pinot Grigio	Alto Adige, Italy
2016	William Fèvre Chablis	Burgundy, France

### RED

2014	Charteris Central Otago Pinot Noir	Central Otago, NZ
2016	Clonakilla O'Riada Shiraz	Canberra District, NSW

Heavy & light beer, soft drink & mineral water

## BEER

Pilsner	Trumer Pils - 4.8%	Austria	\$12.00
Lager	McKay - 4.5%	Vic, Australia	\$10.00
Lager	Peroni Red Label - 4.7%	Italy	\$10.00
Lager	Barrow Boys Stormy Amber Lager - 6.5%	Vic, Australia	\$11.00
Cider	Hills Apple Cider - 5%	S.A, Australia	\$10.00
Low Alcohol	Coopers Light - 2.8%	Sth Aust, Australia	\$8.00

## COCKTAILS

Aperol Spritzer	Prosecco, Aperol & Soda	\$19.59
Southside	Tanqueray Gin, Mint & Lime	\$20.50
Negroni	Campari, Gin & Rosso	\$18.50
Pimms Cup	Pimms, Dry Ginger Ale, Lemonade, Mint, Cucumber & Orange	\$20.00

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# ADDITIONAL INFORMATION

## SECURE PARKING



### SECURE PARKING

392 Bourke Street  
Melbourne VIC 3000

Telephone: (03) 9613 0000



### WILSON PARKING

34-60 Little Collins Street,  
Melbourne VIC 3000

Phone: 1800 PARKING

Entry via Little Collins  
or 55 Bourke Street

## WHEELCHAIR ACCESS

There is no wheelchair access to the Tea Room, Melbourne Supper Club or Siglo.

The only private room that has wheelchair access is the Spring St Grocer Cheese Cellar, which has service lifts.

## LOCATION



[VIEW MAP](#)

## AUDIO VISUAL

### COMPLETE FUNCTION HIRE

Quotes can be provided on request (not included in the minimum spend)

[VIEW WEBSITE](#)



## FLOWERS

### THE ROAD STALL

We recommend Flowers by The Road Stall 0459 737 855 (our in house florist)

[VIEW WEBSITE](#)



### PLEASE REFER TO THESE LOCATIONS IN YOUR INVITATIONS:

- **TEA ROOM:** Adjacent Melbourne Supper Club Level 1/161 Spring St Melbourne VIC 3000
- **MELBOURNE SUPPER CLUB:** Level 1/161 Spring St Melbourne VIC 3000
- **SIGLO** (above the Melbourne Supper Club): Level 2/161 Spring St Melbourne VIC 3000

# BOOKING CONFIRMATION FORM

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Today's Date:

Business Hours N°:

Event Organisers Name:

Mobile N°:

Reservation Date:

Email Address:

Contact for the event:

Postal Address:

Number of Guests:

Start Time:

End Time:

I'm booking the following event:

Breakfast

Lunch

Dinner

Cocktail

Wedding

Other:

Room / Area:

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## BOOKINGS & CONFIRMATION

Bookings are accepted on a "first come, first served basis", so if your initial inquiry was for general information, we do highly recommend that you check the availability of dates before returning the confirmation sheet.

Bookings cannot be confirmed until this form has been completed and signed and the deposit has been made.

## RESTAURANT RIGHTS

Save for any negligence on its behalf, the European / MSC/ CWS/ Siglo/ Tea Room accepts no responsibility or liability for any loss or damage to any property belonging to the client or the client's guests. We reserve the right in our absolute discretion to exclude or remove any undesirable persons from the function or premises without liability. The client shall conduct the function in an orderly manner and in full compliance with the rules of the management and in accordance with all applicable laws.

At the conclusion of your event, your account will need to be finalised by credit card, cash or bank cheque. All guests will be required to vacate the venue and it is the responsibility of the organiser to inform all guests attending that the event is exclusive to the reserved area ie. The Tea Room and that entry into other venues are not permitted.

Please note that we require menu selections as soon as possible. If menus are not selected with two weeks prior to your event, the 'chef's choice' menu will be allocated.

All prices are inclusive of GST. These prices are subject to change at management's discretion.

Please note there is a 10% surcharge on Public Holidays.

## CONFIRMATION & PAYMENT

For all catering, including beverage packages (if applicable), we require notification for the confirmed number of guests no later than 48 hours prior to the event. Once confirmed, this will be the minimum number catered and charged for. Any additional guests will be charged accordingly.

*Balance of Payment is required at the close of your event unless otherwise arranged with a Functions manager.*

*Please note: If payment is made after the date of the event, a 5% surcharge to the total bill will apply.*

My signature confirms that I have read and understood the terms and conditions as stated above and will adhere to them.

Signature:

Date:

# CANCELLATION POLICY

## CANCELLATION POLICY

Outside 60 days Full Refund

Within 60 to 30 days The paid deposit amount may be transferred for use to book another event.  
This credit must be used within 6 months of booking date.

Within 30 to 7 days Deposit is forfeited. No refund.

Within 7 days Minimum spends for the room will be charged.

## CANCELLATION POLICY NOVEMBER & DECEMBER

Outside 90 days Full Refund

Within 90 to 60 days The paid deposit amount may be transferred for use to book another event.  
This credit must be used within 6 months of booking date.

Within 60 to 30 days Deposit is forfeited. No refund.

Within 30 days Minimum spends for the room will be charged.

# DEPOSIT

I WILL BE PAYING MY DEPOSIT BY:

### ELECTRONIC TRANSFER

(Please attach remittance advice stating the Reservation Name)

Name: The European and Melbourne Supper Club

BSB: 013 030 Account Number: 4620 86056

CREDIT CARD  BANK / COMPANY CHEQUE  CASH

Amount:  \$1000 Jan-Oct  \$2000 Nov - Dec  \$2000 Wedding

Card type:  Amex  Visa  MasterCard  Diners Other: .....

*Please note, all credit card payments will incur a processing fee of up to 1.7%.*

Credit Card Number:

Expiry Date: ...../...../..... CCV N° (Credit Card Verification): .....

VISA, MASTERCARD and DINERS: The verification number is a 3-digit number printed on the back of your card. It appears after and to the right of your card number.

AMERICAN EXPRESS: The American Express verification number is a 4-digit number printed on the front of your card. It appears after and to the right of your card number.

Name of Card Holder: .....

In order to secure the space indicated I understand that I need to pay a deposit. Please find my credit card details or alternative payment method,

as arranged with the functions manager and signed authorization agreeing to the charges being debited from my card.

In the event of a cancellation I agree to the above Terms and Conditions.

My signature also confirms that I have read and understood the terms and conditions as stated above and authorise a transaction on the specified credit card.

Signature: .....

Expiry Date: ...../...../.....

**✉ PLEASE EMAIL THIS PDF TO: [info@springstreetevents.com.au](mailto:info@springstreetevents.com.au) - with the attention of Jess Lazzaro or Sara Dean**