

SPRING **ST.**EVENTS



TEA ROOM • SIGLO • MELBOURNE SUPPER CLUB

WEDDINGS

WEDDING PACKAGES

OUR WEDDING VENUES

Whether you are planning an intimate dinner or a lavish cocktail party, our experienced team of chefs have designed a range of menus tailored to suit all your requirements.

Our iconic Melbourne venues, the Tea Room, Melbourne Supper Club and Siglo offer unique, bespoke, and original, inner city chic spaces with a difference, our venues offer the perfect solution.



THE TEA ROOM

This versatile space caters to all types of wedding receptions, allowing for a variety of room configurations, including small ceremonies and intimate dining.

The Tea Room can accommodate up to 50 guests seated and is available all year round for an exclusive reservations, Monday to Sunday.

SIGLO

Perched over Spring Street, overlooking the gothic spires of St. Patrick's Cathedral and the grandeur of Parliament House, the views from our rooftop terrace offer the perfect backdrop for a memorable ceremony.

Siglo can accommodate up to 80 guests seated and is available for exclusive reservations Tuesday to Saturday until 4:00pm and on Sunday and Monday evening from 6pm.



MELBOURNE SUPPER CLUB

Plush leather suites and shaded lamp lighting evokes a cool continental chic, with beautiful city views through the iconic circular bay window.

The Melbourne Supper Club can accommodate up to 20 guests seated and is available all year round for an exclusive reservations, Monday to Sunday.



FOR FURTHER INFORMATION PLEASE CONTACT

Jess Lazzaro or Sara Dean on 03 9654 0811 or 0427 230 166 or email us at info@springstreetevents.com.au

BOOKING TERMS & CONDITIONS

OPERATION TIMES

*Reservations are for a maximum of 4 hours for a lunch event and 5 hours for an evening event with an additional 1 hour allowed for a ceremony.

Reservations exceeding these timeframes will incur an additional minimum spend requirement of \$1,000 per hour.

	<i>Tea Room/Supper Club</i>	<i>Siglo</i>
Lunch	12.00pm – 4.00pm	12.00pm – 4.00pm
Dinner	6.00pm – 11.00m	6.00pm – 11.00pm (Sun - Mon ONLY)

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.

SEATING CAPACITY

CONFIGURATION	<i>Tea Room</i>	<i>Supper Club</i>	<i>Siglo</i>
Cocktail	80	90	150
Seated	50	20	80

***Please note that our venues may have reduced capacities due to government restrictions. Please contact your event co-ordinator for details.*

MINIMUM CHARGES ~ TEA ROOM, SUPPER CLUB

All your food and beverages count towards your minimum spend. *Please note: this is not a room hire fee. Ceremony fee is additional.

JAN – OCT	Tea Room	Supper Club
Lunch (Mon – Fri)	\$2,500 + 5% service fee	\$2,000 + 5% service fee
Lunch (Sat – Sun)	\$2,850 + 5% service fee	\$2,500 + 5% service fee
Dinner (Mon – Fri)	\$3,000 + 5% service fee	\$3,000 + 5% service fee
Dinner (Sat– Sun)	\$3,500 + 5% service fee	\$3,500 + 5% service fee
NOV – DEC		
Lunch (Mon – Fri)	\$3,000 + 5% service fee	\$2,500 + 5% service fee
Lunch (Sat – Sun)	\$3,500 + 5% service fee	\$3,500 + 5% service fee
Dinner (Mon – Fri)	\$4,000 + 5% service fee	\$3,500+ 5% service fee
Dinner (Sat– Sun)	\$4,850 + 5% service fee	\$4,000 + 5% service fee

MINIMUM CHARGES ~ SIGLO

MAY – SEPT		OCT – APRIL	
Lunch (Mon – Wed)	\$5,500 + 5% service fee	Lunch (Mon – Wed)	\$8,000 + 5% service fee
Lunch (Thurs – Sun)	\$8,000 + 5% service fee	Lunch (Thurs – Sun)	\$9,000 + 5% service fee
Dinner (Tues – Sat)	n/a	Dinner (Tues – Sat)	n/a
Dinner (Sun –Mon)	\$10,000 + 5% service fee	Dinner (Sun –Mon)	\$15,000 + 5% service fee

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



VENUE

What is included in hosting your wedding with us:

- Exclusive use of your desired venue space
- Cake table and cake cutting knife
- Gift table
- Tea light candles and holders (evening only)
- Hand towels, organic hand soap and moisturiser
- Linen table cloths, napkins
- iPod facilities in all venues and background music to suit the venue
- Professional and experienced staff dedicated to you on the day
- Specialised list of preferred suppliers
- Personalised menus for every guest
- Access to award winning in-house florist

CEREMONY

COST

Siglo	\$1,200	Ceremony Fee + minimum spend
Melbourne Supper Club	\$750	Ceremony Fee + minimum spend
Tea Room	\$500	Ceremony Fee + minimum spend

INCLUDING

- 12.5m astro turf aisle runner framed with boxed hedge (Siglo Only)
- 2 x rows of 5 wicker chairs on each side of the aisle (Siglo Only)
- Speaker with corded microphone
- Signing table clothed with white linen and two chairs
- Gift table

This is inclusive of a 2 hour bump in if available prior to the event and half an hour bump out time

Plus the venue minimum spend requirement – please refer to second page (Booking Terms & Conditions)



LA FAMIGLIA

"Sharing good food & wine is an essential part of life at the European."

This menu is reflective of our passion for these elements, lending itself to celebration and conversation shared between old famiglia & new friendships forged across the dining table.

\$95.00 PER PERSON FOR 3 COURSES

\$85.00 PER PERSON FOR 2 COURSES

ENTRÉE

Marinated olives
Oysters, mignonette
Whipped cod roe, salmon caviar, focaccia
House salumi, pickles
Buffalo mozzarella, pickled fennel, herbs

MAIN COURSE

Butcher's Cut, pepper sauce & mustard
Grilled salmon, fennel and basil vierge

ACCOMPANIMENTS

Green leaf & herb salad
Pomme frites

CHEESE

A selection of cheese from the Cheese Cellar

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



CANAPÉ MENU

Grazing Table \$30.00 per person

Canapés \$7.50 per person, per piece

Tasting dishes \$15.00 per person, per piece

GRAZING TABLE

House cured meats, pickles, sourdough
Salmon gravlax, fennel, capers, crackers
A selection of cheese from the Cheese Cellar

COLD

Oysters, mignonette
Crostini of ricotta, broadbean, mint
Whipped cod roe, caviar, blini
Beef tartare, potato crisp
Comté gougères, truffle aioli
Prosciutto, pickled melon, lavosh
Buffalo ricotta and tomato toast

HOT

Beef polpette
Soft curd croquettes
Baked 1/2 shell scallop, salsa verde
Polenta chip, sour cream
European fried chicken, dijonaise
Sicilian arancini
Grilled king prawn

TASTING DISHES

Flathead goujons, chips, tartare sauce
Pan fried sage and ricotta gnocchi, dell orto
Wagyu beef burger, pickles
Mushroom risotto, truffle oil
Classic Reuben, Russian dressing

DESSERT

Vanilla crème brûlée
Cinnamon sugar donuts
Gelato Primavera, mini cups
Mini berry cheesecake

RECOMMENDED COCKTAIL PACKAGES

1-2 Hour Package

4 pieces - 2 Cold & 2 Hot items (or Dessert)

\$30.00 per person

6 pieces - 3 Cold & 3 Hot items (or dessert)

\$45.00 per person

2-3 Hour Package

7 pieces - 4 Cold & 3 Hot items (or Dessert)

\$52.50 per person

6 pieces + 1 tasting - 3 Cold, 3 Hot (or Dessert) & 1 Tasting Dish

\$60.00 per person

9 pieces + 1 tasting - 5 Cold, 4 Hot (or Dessert) & 1 Tasting Dish

\$75.00 per person

4-5 Hour Package

Grazing Table + 8 pieces + 1 tasting - 4 cold, 4 hot & 1 tasting dish

\$105.00 per person

Grazing Table + 8 pieces + 2 tasting - 4 cold, 4 hot & 2 tasting dish

\$120.00 per person

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



ADDITIONAL ITEMS

SIDE DISHES

We recommend one side dish per 4 guests.
Please choose a maximum of 3 options.

Green beans, confit shallots	\$17.00
Green leaf & herb salad	\$17.00
Pomme frites	\$17.00
Duck fat roasted potatoes, garlic, rosemary	\$19.50

DESSERT

PLEASE SELECT

Chocolate delice, salted caramel	\$19.50
Tiramisu & amaretti espresso crunch	\$19.50
Petit Fours	\$15.00

HIGH TEA

\$60.00 PER PERSON

Mini chicken sandwiches
Traditional cucumber sandwiches
Savoury muffin
Mini Meyer lemon tart
Mini gelati cups
Scones - cream and jam
Fresh fruit
All beverages charged on consumption

OCCASION CAKE (served whole with personalised plaque)

\$9.50 PER PERSON

Dark chocolate & raspberry roulade
Flourless mandarin cake with citrus butter cream
Lemon chiffon cake with lemon frosting
Carrot cake with mascarpone frosting, pecan praline
Red velvet with vanilla cream cheese mousse

BYO cake \$7.50 PER PERSON

BYO cupcakes/macarons \$5.00 PER PERSON

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ADDITIONAL ITEMS CONTINUED

KIDS MENU

PLEASE CHOOSE 2 WEEKS PRIOR TO YOUR EVENT (APPROPRIATE FOR CHILDREN 12 AND UNDER)

2 x Courses (main course & dessert)	\$45.00 PER PERSON
1 x Course (main course)	\$35.00 PER PERSON

MAIN COURSE

PLEASE CHOOSE 1 DISH 2 WEEKS PRIOR TO YOUR EVENT

- Fish & chips
- Spaghetti & meatballs
- Chicken schnitzel & chips

DESSERT

A selection of gelato & sorbet

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



WINES

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.

SPARKLING WINE

NV	Vallformosa MVSA Cava Brut	<i>Penedès, Spain</i>	50
NV	Bellussi Extra Dry Prosecco	<i>Valdobbiadene, Italy</i>	69
NV	Clover Hill Tasmanian Cuvée	<i>Tamar Valley, Tasmania</i>	76
NV	Veuve Fourny Grande Réserve	<i>Champagne, France</i>	150
NV	Pol Roger Brut Réserve	<i>Champagne, France</i>	188

WHITE WINE

2021	Clos Clare Riesling	<i>Clare Valley, South Australia</i>	58
2020	Terlan Pinot Grigio	<i>Alto Adige, Italy</i>	85
2021	Onannon Pinot Gris	<i>Mornington Peninsula, Victoria</i>	58
2021	Catalina Sounds Sauvignon Blanc	<i>Marlborough, New Zealand</i>	53
2019	Toolangi Chardonnay	<i>Yarra Valley, Victoria</i>	53
2019	Bouchard Bourgogne Blanc La Vignée	<i>Burgundy, France</i>	73
2019	William Fèvre Petit Chablis	<i>Burgundy, France</i>	84
2020	Corymbia Chenin Blanc	<i>Swan Valley, Western Australia</i>	58

ROSÉ WINE

2020	Triennes Rosé IGP Méditerranée	<i>Provence, France</i>	52
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RED WINE

2019	Tarrawarra Estate Pinot Noir	<i>Yarra Valley, Victoria</i>	61
2018	Lucien Muzard Bourgogne Rouge	<i>Burgundy, France</i>	79
2020	Pierre-Marie Chermette Beaujolais Griottes	<i>Burgundy, France</i>	66
2019	Pierre Amadiou Côtes-du-Rhône Rouge	<i>Rhone Valley, France</i>	50
2016	Poonawatta Four Corners Shiraz	<i>Eden Valley, South Australia</i>	69
2019	Parker Terra Rossa Cabernet Sauvignon	<i>Coonawarra, South Australia</i>	68
2018	Vasse Felix Cabernet Sauvignon	<i>Margaret River, Western Australia</i>	99

DESSERT WINE

2017	Lions de Suduiraut Sauternes 375ml	<i>Sauternes, France</i>	66
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All menus are seasonal and maybe subject to variation. All prices are GST inclusive and are subject to change.
Vintages are subject to change.



BEVERAGE PACKAGES

Classic Beverage Package

WINES ARE SUBJECT TO CHANGE

2 hours	\$55.00 per person
3 hours	\$75.00 per person
4 hours	\$90.00 per person
5 hours	\$105.00 per person

SPARKLING

NV Vallformosa MVSA Cava Brut *Penedès, Spain*

WHITE

2019 Toolangi Chardonnay *Yarra Valley, Victoria*

RED

2019 Pierre Amadieu Côtes-du-Rhône Rouge *Rhone Valley, France*

Heavy & light beer, soft drink & mineral water

Superior Beverage Package

WINES ARE SUBJECT TO CHANGE

2 hours	\$65.00 per person
3 hours	\$85.00 per person
4 hours	\$100.00 per person
5 hours	\$115.00 per person

SPARKLING

NV Clover Hill Tasmanian Cuvée *Tamar Valley, Tasmania*

WHITE

2021 Clos Clare Riesling *Clare Valley, South Australia*

2019 Bouchard Pere & Fils Bourgogne Blanc *Burgundy, France*

RED

2019 Tarrawarra Estate Pinot Noir *Yarra Valley, Victoria*

2016 Poonawatta Four Corners Shiraz *Eden Valley, South Australia*

Heavy & light beer, soft drink & mineral water

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BEVERAGE PACKAGES CONTINUED

Exclusive Beverage Package

WINES ARE SUBJECT TO CHANGE

2 hours	\$95.00 per person
3 hours	\$120.00 per person
4 hours	\$135.00 per person
5 hours	\$150.00 per person

CHAMPAGNE

NV Veuve Fourny Grande Réserve *Champagne, France*

WHITE

2020 Terlan Pinot Grigio *Alto Adige, Italy*

2019 William Fèvre Petit Chablis *Chablis, France*

RED

2018 Lucien Muzard Bourgogne Rouge *Burgundy, France*

2018 Vasse Felix Cabernet Sauvignon *Margaret River, Western Australia*

Heavy & light beer, soft drink & mineral water

BEERS & CIDER

Trumer Pils ~ 4.8%	<i>Austria</i>	\$14.00
Peroni Red Label ~ 4.7%	<i>Italy</i>	\$11.00
Sierra Nevada Pale Ale ~ 5.6%	<i>United States</i>	\$13.00
Arquiteka Cider ~ 6.6%	<i>Yarra Valley</i>	\$9.50

**Select a maximum of 2 options*

LOW ALCOHOL

Odd Bird Blanc de Blancs by Richard Juhlin French Sparkling Wine ~ 0%	\$48.00
'NON' Non Alcoholic Wine ~ 0%	\$50.00
Heaps Normal XPA ~ 0%	\$9.00
Trumer Hopfenspiel ~ 2.9%	\$10.00

COCKTAILS

Aperol Spritz	<i>Prosecco, Aperol & Soda</i>	\$19.50
Southside	<i>Tanqueray Gin, Mint & Lime</i>	\$24.00
Negroni	<i>Campari, Gin & Rosso</i>	\$24.00
Pimms Cup	<i>Pimms, Dry Ginger Ale, Lemonade, Mint, Cucumber & Orange</i>	\$24.00
Tom Collins	<i>Tanqueray Gin, Lemon & Soda</i>	\$24.00
Margarita	<i>Tequila, Cointreau, Lime & Salt</i>	\$25.00

**Select a maximum of 2 options*

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



WEDDING PACKAGES

ADDITIONAL INFORMATION

SECURE PARKING



SECURE PARKING

392 Bourke Street
Melbourne VIC 3000

Telephone: 03 9613 0000



FIRST PARKING

34 – 60 Little Collins Street,
Melbourne VIC 3000

Telephone: 1300 178 727

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



 CLICK ON MAP



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



WEDDING PACKAGES

ADDITIONAL INFORMATION CONTINUED

DECORATIONS: We do not permit rose petals, confetti or rice.

DANCING & MUSIC: Please note we do ask guests to be mindful of our other venues whilst enjoying each individual space. We do have restrictions in place to protect the atmosphere of our other venues, therefore dancing and DJ's do need to be approved by the event organiser prior to booking. Please note we have a 'no dancing' policy in the Tea Room.

BUMP IN & BUMP OUT TIMES

- 1 Spring Street Events will be available for clients to bump in 2 hours before their event. This includes all external suppliers (for example florists, stylists & theming companies). A schedule of delivery times and supplier contact details must be provided to Spring Street Events 7 days before the event.
- 2 Spring Street Events staff is not available to assist with bumping in or bumping out of any furniture or decorations that are not belonging to the venue.
- 3 Spring Street Events do not have a cool room for flowers however there is space to store a wedding cake on the day of the event.
- 4 Bump out must be completed within 30 minutes after the conclusion of the event. This includes any furniture, table settings or floral arrangements.
- 5 If bump out is not completed within the 30 minutes, the event may be subject to additional venue hire rates. The venue takes no responsibility for damage or theft of any items left behind. The venue is not able to store items post event.

PREFERRED SUPPLIERS

CELEBRANT

**PRECIOUS
CELEBRATIONS**

Precious Fawcett 0421 947 824
preciouscelebrations.com.au

FLORIST

FLOWERS BY THE ROAD STALL (our in house florist)

**EST. 1971
THE
ROAD
STALL**

Claire 0450 496 729
events@theroadstall.com.au

VISIT WEBSITE

PHOTOGRAPHERS & FILMMAKERS

**/TESS KELLY/
photography**

TESS KELLY PHOTOGRAPHY
Tess Kelly 0409 547 019
contact@tesskelly.net

VISIT WEBSITE

ENTERTAINMENT

**ME
G**

**MELBOURNE ENTERTAINMENT
COMPANY**

Nathan 1300 858 981
www.melbourneentertainmentco.com.au

VISIT WEBSITE



WEDDING PACKAGES

BOOKING CONFIRMATION FORM

Today's Date:

Business Hours N°:

Event Organisers Name:

Mobile N°:

Reservation Date:

Email Address:

Contact for the event:

Postal Address:

Approximate Number of Guests:

Start Time:

End Time:

I'm booking the following event:

Ceremony

Lunch

Lunch

Dinner

Cocktail

Other:

Room / Area:

WEDDING CEREMONY

Siglo \$1200

Melbourne Supper Club \$750

Tea Room \$500

**Plus minimum spends*

An indoor back-up option is available in the Melbourne Supper Club in case of extreme weather \$500

Menu tasting in the European for 2 people (food only)

For the tasting we simply charge the same prices as mentioned in the packages per person for the food component. Canapés are not available for a menu tasting.

45 minute Consultation with a Sommelier tasting a maximum of 6 wines \$100 per person

1 hour Wedding Rehearsal (at a convenient time to both parties) \$500

Photography in venues other than your primary area

(\$250 per venue 15 mins only)

Siglo

Melbourne Supper Club

Tea Room

Subject to availability



WEDDING PACKAGES

BOOKING CONFIRMATION FORM cont.

WEDDING CEREMONY *continued*

Additional AV and Equipment requirements

Data Projector \$250 Projector Screen \$90

Additional wicker chairs for ceremony \$10 per chair

Other

Cakeage \$750 per person

Entertainment Meal (Band/Photographer)
Main Course \$45 per person

TERMS & CONDITIONS

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 or cash. 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.

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.

A 5% service fee applies to all event bookings.

Balance of Payment is required at the close of your event unless otherwise arranged with the event 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:



WEDDING PACKAGES

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.

COVID-19 CANCELLATION POLICY

If we can't go ahead with your event due to a government mandated lockdown then we will hold the deposit to be transferred over to a new date that works for both parties. Please note that if we are not locked down then a transfer or cancellation due to COVID restrictions will incur a cancellation fee.

DEPOSIT

I WILL BE PAYING MY DEPOSIT BY:

ELECTRONIC TRANSFER

(Please attach remittance advice stating the Reservation Name)

Name: The European

BSB: 013 030 **Account Number:** 4620 86056

PLEASE NOTE we will deduct the following deposit amount from your card.

• Weddings - \$2000

CREDIT CARD

BANK TRANSFER

CASH

Amount: \$2000 Wedding

Card type: Amex Visa MasterCard Agreed Minimum Spend:

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:

✉ **PLEASE EMAIL THIS PDF TO:** info@springstreeevents.com.au - with the attention of Jess Lazzaro or Sara Dean



WEDDING PACKAGES