



the **fmh**
FULL MOON HOTEL

celebrations
and events

welcome

to our side of the moon

We at the Full Moon Hotel, are here to assist you on your event planning journey!

With a team of experienced staff, we endeavour to make this process stress free and fun!

Our venue offers two private function rooms, and a casual event space in our bar area, perfect for your next event!

BIRTHDAYS | ENGAGEMENTS | BRIDAL SHOWERS |
BABY SHOWERS | HIGH TEA



Shornecliffe Room



Hire

5 hours exclusive

Capacity

60 | seated

80 | cocktail

Pricing

Mon-Fri: \$750

Sat: \$850

Sun: \$950

inclusions

- ✓ Exclusive use of the function room for 5 hours
- ✓ Dedicated food and beverage attendants
- ✓ Private bar
- ✓ Low round tables with 10 chairs
- ✓ High bar tables for all cocktail events
- ✓ White linen table cloths on low tables
- ✓ In-house centrepieces on low tables
- ✓ Skirted gift table
- ✓ Skirted cake table and cake knife
- ✓ Continuous tea and coffee station for the duration of your event
- ✓ Use of our in house music system with Bluetooth and roaming microphone
- ✓ Dance Floor

inclusions cont.

- ✓ Projector (upon request)
- ✓ Balcony access (until 10pm)
- ✓ White or coloured napkins, cutlery, glasses (for seated events)
- ✓ Set up by our Functions Team
- ✓ Sign to display function name, room and date
- ✓ Stairs access only



***Add** Table runners, your choice of colour - \$3 per runner. Linen on high bars - \$10 per table. See our *Terms and Conditions* for security requirements for 18th & 21st Birthday Celebrations.

Boardroom



Hire

5 hours exclusive

Capacity

20 | seated

Pricing

Mon-Fri: \$550

Sat: \$600

Sun: \$650

inclusions

- ✓ Exclusive use of the function room for 5 hours
- ✓ Dedicated Food and Beverage staff
- ✓ Boardroom table with white linen table cloth
- ✓ White or coloured napkins, cutlery, glasses
- ✓ In-house centerpiece
- ✓ Skirted gift table
- ✓ Skirted cake table and cake knife
- ✓ Continuous tea and coffee station for the duration of your event
- ✓ Bluetooth speaker
- ✓ Balcony access (until 10pm)
- ✓ Set up by our Functions Team
- ✓ Sign to display function name, room and date
- ✓ Stairs access only

***Add** Table runners, your choice of colour - \$3 per runner.

Moonlight Bar



Hire

4 hours exclusive

Capacity

40 | cocktail

Pricing

Mon-Thurs: no cost

Fri-Sat: \$200

Sun: \$250

pricing for exclusive use

Relaxed cocktail area in our newly renovated Moonlight Bar.

Enjoy platters from our Function Chefs Menu.
See next page for menu.

Choose to either have a bar account, or guests purchase their own drinks from our wide selection of beverages stocked in the Moonlight Bar.

***Minimum 4 platters required to be ordered. To be confirmed 14 days prior.**

platter menu

antipasto and cheese

Cold cut meats, marinated olives, sun-dried tomatoes, camembert, cheddar, quince paste, water crackers | \$100

oriental

Ginger + prawn dumplings, Peking duck spring rolls, Thai fish cakes, ginger + chilli chicken skewers, tempura vegetables, served with sweet chilli + mayo \$140 | 40 pieces

traditional

Salt + pepper squid, chilli prawn twisters, crumbed haloumi, pork belly bites + chilli ginger sauce, chicken empanadas, served with lime aioli + tomato salsa \$140 | 40 pieces

wood fired pizza

Select two flavours per platter \$85 | 24 pieces, 12 slices of each
Hawaiian | Beef Lovers | Margarita | Vegetarian all on housemade dough
GF bases - additional \$15 per platter

kids plate

Mini beef pies, mini sausage rolls, crumbed chicken nuggets, chips \$13 per child
Upgrade to full size platter \$130

dessert platter

Selection of decadent petit fours \$80 | 32 pieces

***Above platters accommodate 8-10 guests as light finger food.**

Dietary friendly

vegan

Salt & pepper cauliflower w mayo, arancini, vegan empanada, vegan sausage rolls, tomato kasundi, vegan mayo \$100 | 20 pieces

gluten free

Sausage rolls, prawn skewers wrapped in prosciutto, lamb kofta and tzatziki, Thai chicken meatballs, nam jim dipping sauce \$100 | 20 pieces

cocktail menu

antipasto and cheese plate

Served on platters to tables

Soft camembert cheese, house made avocado hummus dip, crudites of carrots, cucumber, cured meats + water crackers

small bites

Served on platters by staff

Seared prawn skewer wrapped in crispy prosciutto GF

Crispy crumbed haloumi bites with tomato salsa

Coriander and ginger chicken meatballs with hoisin tamarind sauce

Sun-dried tomato & pesto tartlet VG

mini meals

Select 2 options to be served to your guests

Sri Lankan vegetable curry with chickpeas + cumin scented rice GF VG

Lamb and apricot Tagine with couscous, flat leaf parsley

Battered fish 'n' chips with tartare and lemon

Beef cheek orecchiette pasta, button mushrooms, shallots, red wine jus

Cajun chicken tacos with avocado, lime aioli

***Minimum 20 guests applies.**

each guest receives

antipasto and cheese
piece of each small bite
one mini meal

pricing

\$50 per guest



plated *menu*

entree

Select 1 option to be served share style to table

- Cold Canapes: Pickled watermelon & feta GF; Sun dried tomato, pesto tartlet VG; Fried zucchini, cheese & pepper dip; Eggplant & romesco tart VG
- Bruschetta: Tomato; Tapenade; Spinach & Feta; Garlic & Bocconcini
- Antipasto: Cold cut meats, marinated olives, sun dried tomatoes, feta, bocconcini, ciabatta crostini
- Cold Seafood: Prawns & cocktail sauce; Natural oysters; Smoked salmon GF (additional \$15pp applies)

main

Select 2 options to be served alternate drop

- Grilled Barramundi, chat potatoes, green beans, olives, romesco sauce GF
- Chicken Supreme, potato gratin, cauliflower puree, asparagus, red wine jus GF
- Beef Sirloin, chat potatoes, broccolini, seeded mustard jus
- Gnocchi, pumpkin, zucchini, Napoli, pesto, sage VG
- Dukkah crusted cauliflower steak, cannellini mash, citrus tahini VG

dessert

Select 2 options to be served alternate drop

- Coconut cream tarts, ginger strawberries VG GF
- NY baked cheesecake, whipped cream
- Strawberry & almond tart, whipped cream
- Salted nutella raw slice, vanilla dairy free ice cream VG
- Orange & almond cake, whipped cream GF
- OR** your celebration cake cut and individually plated with berry coulis & ice cream (additional \$4pp applies)

pricing

Entree & Main | \$65 per guest

Add a dessert for an additional \$12 per guest

Add an additional \$5pp for groups under 30

GF | gluten free V | vegetarian VG | vegan

high tea menu

high tea

Served on stands to table

Ribbon sandwiches

Delicate cakes

Warm scones with whipped cream and strawberry jam

Vegetarian tartlet

tea

Served on shared stands to table

Pot of English Breakfast tea

Pot of Earl Grey tea

additional set up inclusions

Delicate China including tea cup, saucer & side plate

Floral centrepiece

pricing

\$52 per guest

\$55 per guest

with bubbles on arrival



***Minimum 10 guests applies.**

bar account

Select a value (ie. \$1000) and what drinks you would like available to your guests from our menu, and beverages will be charged on consumption.

If not all monies allocated for drinks is used on the evening, a refund will be arranged the following week.

Beverages not included on the bar account are still available to purchase via cash or eftpos.

cash bar

Allow your guests to purchase their drinks individually via cash or eftpos at the bar.

drinks package

A variety of package options to suit any budget, see next page for inclusions.



drinks packages

bronze

2 hours | \$33pp

3 hours | \$41pp

silver

2 hours | \$41pp

3 hours | \$47pp

gold

2 hours | \$47pp

3 hours | \$58pp

wines

Tatachilla Range
Sparkling/Chardonnay/
Shiraz Cabernet
Vidal Sauvignon Blanc

tap beers

available in Pot or Schooner size

Great Northern Original
Great Northern Super
Crisp
Bulmers Apple Cider

bottle beers

Cascade Premium
Light, XXXX Gold, Great
Northern Zero (0%)

soft drinks

Pepsi, Pepsi Max,
Lemonade, Solo, Lemon
Lime & Bitters, Ginger Ale,
Soda Water, Tonic Water

wines

Tatachilla Range
Sparkling/Chardonnay/
Shiraz Cabernet
Vidal Sauvignon Blanc
Fiore Moscato
Reverie French Rosè

tap beers

available in Pot or Schooner size

Great Northern Original
Great Northern Super
Crisp
Bulmers Apple Cider
Pirate Life: South Coast
Pale Ale

bottle beers

Cascade Premium Light
XXXX Gold, Corona, Peroni
Nastro Azzurro, Great
Northern Zero (0%)

soft drinks

Pepsi, Pepsi Max,
Lemonade, Solo, Lemon
Lime & Bitters, Ginger Ale,
Soda Water, Tonic Water

wines

Mionetta Italian Prosecco,
Italy
Starborough Sauv Blanc,
NZ
Earthworks Reisling, SA
Innocent Bystander
Moscato, VIC
Reverie French Rosè, FA
'The Dark Horse' Cab
Sauv, SA
Smith + Hooper Merlot, SA
Mojo Shiraz, SA

tap beers

available in Pot or Schooner size

Great Northern Original
Great Northern Super
Crisp
Bulmers Apple Cider
Pirate Life: South Coast
Pale Ale

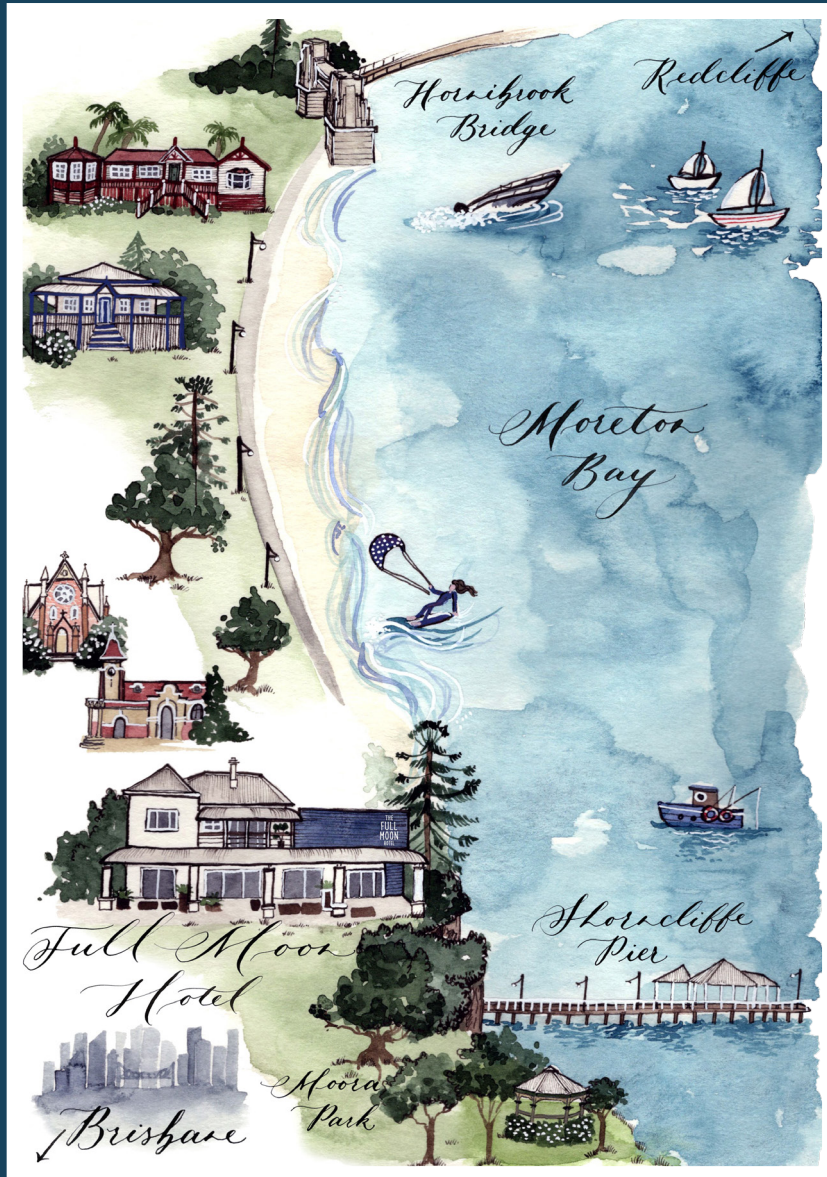
bottle beers

Cascade Premium Light
XXXX Gold, Corona, Peroni
Nastro Azzurro, Great
Northern Zero (0%)

soft drinks

Pepsi, Pepsi Max,
Lemonade, Solo, Lemon
Lime & Bitters, Ginger Ale,
Soda Water, Tonic Water

***Minimum 30 guests applies. Items are subject to change.**



contact us

EMAIL US

functions@fullmoonhotel.com.au

CALL US

07 3869 0544 | Extension 3

FIND US

118 Eagle Terrace, Sandgate 4017

www.fullmoonhotel.com.au

[@fullmoonhotel](https://www.instagram.com/fullmoonhotel)



terms and conditions

How do I enquire?

To contact the functions department with an enquiry to hold an event, please follow any of the below methods.

- Fill out enquiry form on our website www.fullmoonhotel.com.au
- Email functions@fullmoonhotel.com.au and list your event details. (Event Name, Function date, Function Time, Guest numbers, Sit Down Meal or Cocktail Style)
- Call the hotel on (07) 3869 0544

How do I book?

Please ensure you have contacted the functions department prior to beginning the booking process to ensure we have availability and any questions, regarding the details of your event have been answered by our Functions team.

Booking method

Deposit

- Complete the contract and return in person or via email to functions@fullmoonhotel.com.au. By signing this you agree to the terms and conditions.
- The deposit total will equal the ROOM HIRE CHARGE
- You will be required to pay:
 - Step 1: Initial deposit of \$100, due no later than 7 days after returning booking form completed. (Payment can be made in person, via credit card over the phone or direct deposit. Surcharges may apply to eftpos transactions).
 - Step 2: To complete booking process, the remainder deposit is due 3 weeks after due date for initial deposit.

Need some time to think before booking?

We can hold a tentative booking for your chosen date and function room for a maximum of 7 days. Following this, the booking process must be started, by returning the contract and paying the initial deposit of \$100. Otherwise, the room on hold will be released and no booking will be held with Full Moon Hotel.

What do I need to know?

Licensed Venue

The Full Moon Hotel is fully licensed so food or beverage may NOT be brought onto the premises for consumption during the event. Food and beverage prices and menu selections are subject to change and the Full Moon Hotel will advise the client with as much notice as possible if this occurs.

Final details

Final Details including menu and beverage selection, table plans, audio visual requirements, supplier contacts and information, running list of formalities and breaks etc, must be provided to Full Moon Hotel in writing at least two weeks prior to your event. All beverages must accompany a food package.

Plated and feasting menu require a minimum of 30 guests, or an additional cost occurs.

Dietary requirements can be catered for with prior notice. Menus are subject to change.

Final Payment is due 7 days prior to event date.

Room hire is additional to your catering charges, as indicated in your proposal and is for the time frame stated on the proposal. The room hire allows you access to the function room 30mins prior to your function or event. It is your responsibility as the client to advise the Full Moon Hotel Functions Manager of any additional access requirements (including any suppliers you have engaged) in writing prior to the function or event.

Security

Please note that dedicated event security is required for all 18th and 21st birthday events in the Shorncliffe Room (and other spaces at manager discretion), at the clients expense: Friday \$275, Saturday \$300, Sunday \$315.

Other events may be required, if deemed necessary to engage a licensed 'crowd controller' for the duration of the event (minimum four hours call applies) at the clients expense.

Hours of operation

The Full Moon Hotel function rooms are licensed until 12.00 midnight Monday to Sunday. A 30minute grace period on drinks service will commence prior to the function end time. All guests must vacate the functions rooms by 12:00 midnight.

Noise Restrictions

Music levels will be controlled by Management of the Full Moon Hotel in accordance with licensed noise restrictions. If noise restrictions and staff directions are ignored by your booked entertainment, they will be cancelled without any warning. You must agree to abide by our noise

restrictions enforced by Full Moon Hotel staff. As the client, you are responsible for any excess noise, disturbing or disruptive activities made by your employees, agents, contractors or any person attending your function. Fines may be incurred for any breach.

Shorncliffe Room and Boardroom balcony closes at 10pm. No access is permitted after this time.

Entertainment

All hired entertainment must contact the venue at least 1 week prior to your function date. Juke boxes/karaoke are NOT permitted at the Full Moon Hotel. The Full Moon Hotel takes no responsibilities for any lost monies, deposit or payments due to non-compliant entertainment. We advise that you contact us prior to you paying any monies.

Access

The Shorncliffe Room and Boardroom are only accessible via stairs.

Responsible Service of Alcohol

The Full Moon Hotel is a licensed premise and operates in accordance with the principles and regulations of Responsible Service of Alcohol. Service of alcohol is at the discretion of the bar attendants, management and security.

Minors

A responsible adult (defined by law) must accompany minors at all times. At no time are minors permitted to consume alcoholic drinks. The Full Moon Hotel management reserve the right to determine if a person is a responsible adults. Parents and/ or guardians must be in attendance for the full duration of all 21st and 18th birthday functions. Anyone obtaining alcoholic beverages for the consumption by minors will be removed from the premises.

All minors attending events in our Moonlight Bar must vacate the premises by 10pm.

Management will support staff who practice and enforce the checking of ID.

Licensing laws prohibit liquor supply to disorderly, unduly intoxicated and underage persons. Guests showing signs of undue intoxication or disorderly behaviour will be refused service Full Moon Hotel will not tolerate any harassment of guests or staff and offending guests will be asked to leave the premise. Management support staff refusing service for unduly intoxicated patrons. Full Moon Hotel reserves the right to cease service of alcohol or admission of entry to function or Hotel in general.

Smoking Policy

Smoking/vaping is permitted in designated outdoor smoking areas only. It is prohibited in all inside areas.

Damage or Loss

Full Moon Hotel shall not accept responsibility and shall not be liable, notwithstanding any negligence on its part, for loss of and/or damage to any personal or private property including equipment, materials, decorations and displays left at the hotel throughout the duration of the event or function, including its storage both prior and post function. Any damage caused to Full Moon Hotel property, including equipment or fittings, during the function is the financial responsibility of the client. This extends to damage resulting from the action of their guests, contractors or a person associated with the function.

Signage and Storage

Each private room event will have signage to inform guests of your event destination and function times. The Full Moon Hotel will store event items up to 48 hours after your event date. You, as the client are responsible for the collection of your items within this time period. Should items such as decorations or cake not be collected within this time, they will be disposed of, if no prior arrangement is in place.

What if I need to cancel?

In the event you need to cancel the event, the following penalties will occur:

- If the booking is cancelled 3 months or more prior to function, your deposit will be forfeited and charged as a cancellation fee.
- If the booking is cancelled less than 3months prior to your function date, your deposit will be forfeited and catering and beverage payments may be refunded if no items have been specifically ordered in. Any special items ordered in are to be paid for, therefore the amount will not be refunded. The cost of any hire in items will not be refunded. This includes, linen, decorations, hire chairs etc.
- If the booking is cancelled within 2 weeks or less of your function, all monies paid will be forfeited.