



THE
LION
EVENTS

CONFERENCE PACK 2021

LIONHOTEL.COM.AU



GENERAL INFO

Food

All events require catering and all guests must be catered for. All Day Conference; minimum catering spend of \$35pp for a full day or \$25pp for a half day (half day is 4 hours or less) Please note: minimum catering spend can be used in Lion Bistro or The Lion Dining Room. Meals can also be delivered to your event room.

Equipment

Our function rooms have the complimentary use of the following items:

- Wifi (Video Streaming & Webinars)
- Microphones
- Plasma TVs or Data Projectors
- White Boards
- Flip Charts
- Music Connectivity
- Tea Light Candles
- Smart Boards (subject to availability)

Children

Liquor licensing laws require:

- That we do not serve alcohol to minors (children under the age of 18)
- That children must be accompanied by an adult

Other / Decoration

Each room exudes individual character. You are welcome to create the environment you want... just a few rules - no confetti or other similar product, no naked flames (tea lights within hurricane glasses are fine), no smoke machines and finally, please refrain from adhering things to walls. Its understood that the organisers will conduct the conference in an orderly manner. Hosts will be charged for any damage to the hotels fixtures and fittings.

Management reserves the right to exclude or eject any persons. All of our indoor event spaces are smoke free.

Public Holiday Surcharge

A 15% surcharge will apply on Public Holidays.

Weekend Minium Spend Requirement

A \$1500 total minium spend applies to weekend conferences per room.

CONFERENCE PACKAGES

OPTION 1 \$35PP

Morning Tea

Choose from 1 item from sweet selection

Lunch

Sandwiches filled with a selection of meats and salads
(Includes vegetarian options)

Afternoon tea

Choose 1 item from sweet selection

OPTION 2 \$40PP

Morning Tea

Choose from 1 item from sweet selection

Lunch

Choose from 3 items from salad selection

Afternoon tea

Choose from 1 item from sweet selection

OPTION 3 \$20PP PLUS LUNCH ORDER

Morning Tea

Choose from 1 item from sweet selection

Lunch

Lunch on consumption from our bistro menu

Afternoon tea

Choose from 1 item from sweet selection

SWEET SELECTION:

Scones With Jam & Cream

Healthy Bar (GF, VG)

Uraidla Assorted Danishes

Friand (GF)

Assorted Cakes

Fresh fruit selection (LF, GF, VG)

Brie & Cheddar with lavosh & relish (GF on request)

BREAD SELECTION:

Sandwiches (GF and VG on request)

Filled with a selection of meats and salads
(Includes vegetarian options)

SALAD SELECTION:

Ocean Trout Salad

Green Beans, Confit Lemon Kipfler Potatoes, Radicchio,
Heirloom Tomatoes, Olive Tapenade

Shredded Chicken Salad

House Made Slaw

Beverages

All corporate packages include; continuous tea, coffee and filtered water throughout the day with soft drinks & juice served with lunch



BREAKFAST CONFERENCE OPTIONS

All breakfast menus include wcoffee, selection of tea & orange juice.

The Big Brekky \$32pp

(served individually plated) Scrambled eggs, bacon, grilled tomato, sausage & mushrooms

The Plattered Brekky \$30pp

As above served platter style or buffet style

Want a Change of Scenery?

You are welcome to have breakfast and or lunch (including drinks) in Lion bistro (casual dining area) as part of your conference.





JERNINGHAM ROOM

The Jerningham Room is located on the ground floor of the hotel. Our largest room is a contemporary, light filled space with a private entrance foyer, a large circular bar and has wheelchair access. Perfect for your next corporate or private event and ideal for weddings.

Room Hire

\$250 Monday to Friday

\$500 Saturday, Sunday & Public Holidays

Monday - Friday evenings minimum spend \$2000

●● Cocktail capacity 130

●●● Sit-down capacity 100

**COVID numbers, subject to change*

TOWER ROOM

The Tower has a private entrance foyer and bar which is ideal for conferencing or corporate work, as well as private dinners and twenty first birthday celebrations.

Room Hire

\$200 Monday to Friday

\$350 Saturday, Sunday & Public Holidays

Monday - Friday evenings minimum spend \$1500

●● Cocktail capacity 90

●●● Sit-down capacity 50

**COVID numbers, subject to change*





VINE ROOM

The Vine Room is adjacent to the restaurant. Whilst entirely private, it has large glass windows overlooking the original bluestone, with a unique vista to the restaurant. Ideal for dinners, conferencing and presentations.

Room Hire

\$150 Monday to Friday

\$250 Saturday, Sunday & Public Holidays

●●● Cocktail capacity 30

☀ Sit-down capacity 30

**COVID numbers, subject to change*

MELBOURNE ROOM

The Melbourne Room is as sensational for a dinner or cocktail party as it is for conferencing. It offers balcony access for pre dinner drinks and a separate breakout room.

Room Hire

\$150 Monday to Friday

\$250 Saturday, Sunday & Public Holidays

●●● Cocktail capacity 30

☀ Sit-down capacity 20

**COVID numbers, subject to change*





KINGSTON ROOM

The Kingston Room is traditional and cosy with balcony access and a separate breakout room. Perfect for meetings, interviews or private dinners.

Room Hire

\$150 Monday to Friday

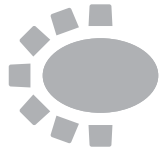
\$250 Saturday, Sunday & Public Holidays



Sit-down capacity 10

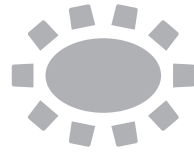
**COVID numbers, subject to change*

ROOM



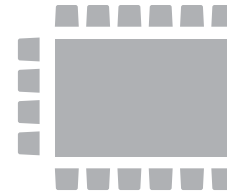
OPEN OVAL

Jerningham	90
Melbourne	n/a
Tower	54
Kingston	n/a
Vine	27
Cellar	n/a
Tunnels	n/a



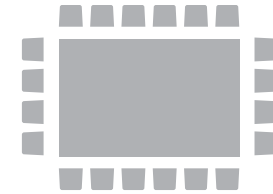
CLOSED OVAL

Jerningham	100
Melbourne	n/a
Tower	60
Kingston	n/a
Vine	30
Cellar	80
Tunnels	n/a



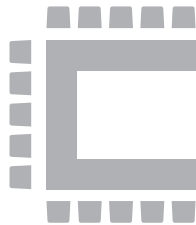
OPEN BOARD ROOM

Jerningham	39
Melbourne	18
Tower	29
Kingston	10
Vine	21
Cellar	n/a



CLOSED BOARD ROOM

Jerningham	51
Melbourne	20
Tower	32
Kingston	10
Vine	24
Cellar	n/a



U SHAPE

Jerningham	47
Melbourne	n/a
Tower	34
Kingston	n/a
Vine	19
Cellar	n/a
Tunnels	n/a



CLASSROOM STYLE

Jerningham	60
Melbourne	20
Tower	72
Kingston	n/a
Vine	30
Cellar	60



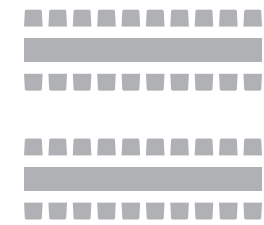
THEATRE STYLE

Jerningham	125
Melbourne	20
Tower	72
Kingston	n/a
Vine	30
Cellar	60



ONE LONG TABLE

Jerningham	50
Melbourne	16
Tower	34
Kingston	12
Vine	16
Cellar	38



TWO LONG TABLES

Jerningham	100
Melbourne	n/a
Tower	68
Kingston	n/a
Vine	32
Cellar	76

2021 TERMS & CONDITIONS

Access Times: Day bookings have access from 8am to 5pm only, written approval from hotel management must be given to go past or before these times. For evening bookings function access cannot be guaranteed before 5:30pm. Functions wishing to have exclusive use of a space over multiple day/evenings need to book both day and evening slots for the duration of their function.

Payment Confirmation of an event booking must be made within 7 days of the original tentative booking. Confirmation payment and completion of the booking form must accompany this confirmation. The payment will be deducted from your final account. Management reserves the right to cancel the booking and allocate the venue to another client if this confirmation is not received.

Payment: Final numbers and full payment is required 5 working days prior to your event. This number will represent the minimum numbers for which you will be charged. Events must be paid for in full prior to the day and any additional charges settled on the day/night via cash or credit card. Personal cheques are not accepted. Minimum numbers apply for all events. They represent the minimum charge associated with the space. i.e. Regardless of where your numbers fall below the minimum number, the minimum number must be paid for.

Cancellation: In case of cancellation, The Lion will not refund the payment.

Price: Please note that prices and products are subject to availability and change and may alter without notification. However they are firm from payment of deposit for 2 months.

Menu: Details must be finalised at least 10 days prior to the function so our chefs can assure the quality and availability of food.

Compliance: It is understood that the organiser will conduct the function in an orderly manner in full compliance with The Lion regulations and liquor licensing laws. Management reserves the right to exclude or eject any objectionable persons from The Lion without liability.

Dress Code: Management reserves the right to refuse entry based on consideration of the hotel dress code.

Responsibility: Organisers are financially responsible for any damage/breakages sustained to the lion by the organiser, organisers guests, invitees or other persons attending the function. The Lion will not accept any responsibility for the damage or loss of merchandise left prior to or after the function.

Responsible Service of Alcohol: The Lion practises responsible service of alcohol on all occasions. Intoxicated individuals will not be served alcohol.

Audio Visual: Organisers are financially responsible for any damage/breakages of equipment owned by the lion or sub-hired by the lion on behalf of the organiser.

Displays and Signage: Nothing is to be nailed, screwed or adhered to any wall or other surface or part of the building.

Cleaning: General cleaning is included in the cost of the function. If cleaning requirements following your function are judged to be excessive, additional cleaning charges will be incurred. Confetti is not permitted on the grounds of the lion nor within the establishment.

Closing: The hotel is open until 1am Friday and Saturday. Last drinks will be called at the manager's discretion at midnight. Your guests will be asked to vacate the function rooms by 12:30am.