



THE LANDING

at dockside

# EVENT PACKAGES

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# THE LANDING AT DOCKSIDE



## EVENTS

With three unique event spaces, The Landing at Dockside can offer you the perfect setting for your next function with award winning food and service to match. Catering from 30 - 1500 guests, The Landing at Dockside can tailor a package to suit your requirements.

The Landing at Dockside is Brisbane's Premier Wedding and Function Centre overlooking the Brisbane River and Dockside Marina. With three unique private spaces, The Landing at Dockside is the ideal venue to showcase your next special event!

## EVENT SPACES

Rooms	Maximum Capacity		
	Sit down	Cocktail	Theatre
Harbour Room	280	600	250
River Room	180	400	150
Garden Room	60	100	50
Entire Venue	550	1500	NA

THE LANDING AT DOCKSIDE

# EVENT SPACES

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# THE HARBOUR ROOM



Overlooking the Dockside Marina and the picturesque Brisbane River, the Harbour Room offers a fantastic versatile space to suit all functions. The Harbour Room is the largest event space and has the capacity to seat 280 guests for a formal dining event or up to 600 guests for a cocktail function. Matching this stunning open marquee style space with our Award Winning Food and Service, your event is sure to be one your guests will remember for years to come.

# THE RIVER ROOM



With uninterrupted views of the Brisbane River, this incredible space is perfect for both a cocktail or formal dining function. With a beautiful riverside terrace, open dining space and a large dance floor and bar area, this room offers an atmosphere unlike anything you will experience elsewhere in Brisbane. With the capacity to seat up to 150 guests and 400 cocktail style, this event space is sure to create a unique event experience.

# THE GARDEN ROOM



Nestled amongst the beautifully landscaped gardens of Dockside, The Garden room is perfect for an intimate dining function up to 60 guests or an elegant cocktail party up to 100 guests. This tranquil setting opens onto a private terrace where your guests can enjoy pre dinner canapés and drinks before moving inside where the celebrations continue.

THE LANDING AT DOCKSIDE

# CONFERENCES

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# CONFERENCE PACKAGES

## HALF DAY PACKAGE (UP TO 5 HOURS)

**\$50pp - minimum 30**

Includes:

Tea & Coffee on arrival

Morning tea or Afternoon tea

Choice of lunch option 1 or 2

Equipment: Flip charts, white boards, projector screens, plasma TV's,

## FULL DAY PACKAGE (UP TO 9 HOURS)

**\$70pp - minimum 30**

Includes:

Tea & Coffee on arrival

Morning tea & Afternoon tea

Choice of lunch option 1 or 2

Equipment: Flip charts, white boards, projector screens, plasma TV's,  
pens, flip note books, white board markers & accessories

## ROOM HIRE

**\$250 half day | \$400 full day**



# CONFERENCE PACKAGES

## MORNING TEA

*Served with freshly brewed coffee/teas & a selection of chilled juices*

*Your selection of two items:*

Mini Muesli muffins  
Mini fresh baked Danish  
Sliced Potato and Leek Frittata  
Mini Egg and Smokey Bacon Pies

## LUNCH

*Lunch served with a selection of soft drinks/chilled juices*

### **Option # 1:**

Chef's selection of gourmet wraps, Panini's and sandwiches including vegetarian options.  
Sliced seasonal fruit & cheese platters

### **Option # 2:**

*Your selection of 2 Fork Dishes served alternate*

Slow braised beef with white polenta, truffle and chives (GF)  
Charred Lamb fillet, creamed potato, green pea puree, and red wine jus (GF)  
Miso roasted eggplant rice paper roll, tatsoi salad (V) (GF)  
Crispy skinned barramundi fillet served with Tuscan bread salad, Persian feta & lemon butter  
  
Green Vegetable Seasonal Salad, Crusty Bread Rolls, Sliced seasonal fruit & cheese platters

## AFTERNOON TEA

*Served with freshly brewed coffee/teas & a selection of chilled juices*

*Your selection of two items:*

Homemade Chocolate Brownies  
Baby Portuguese custard tarts  
Mini Lemon curd tartlets  
Coconut Ice

*Dietary requirements catered for & requested to be advised prior.*

THE LANDING AT DOCKSIDE

# COCKTAIL

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EVENT MENU

# COCKTAIL EVENT MENU

## CANAPÉ PACKAGES

8 Pieces (2 hour cocktail) \$28pp

12 Pieces (3 hour cocktail) \$42pp

16 Pieces (4 hour cocktail) \$56pp

## COLD CANAPÉS

Tassie smoked salmon roulade, blinis & hass avo crème fraiche, micro chive tobikko \*\*

Roasted chicken tikka boat, petit poppadom sail and Manuka honey raita \*\*

Free range duck & mandarin confit rice paper rolls with spiced mushroom sauce (gf)

Smoked Emmental mini quiche with candied walnut pesto and fried capers (v)\*\*

Tartlet of creamed beetroot, Carpaccio of QLD beef and foraged salsa verde \*\*

Wood fired oven roasted organic cherry tomato tartlet, whipped Persian fetta, cashew pesto and deep fried basil (v) \*\*

Tamarind braised beef cheek cup, Sriracha caviar, cumin carrot Barambah yoghurt \*\*

Pan seared QLD scallop spoon, pickled green pawpaw, soy pearls and eggplant caviar (gf)

Hand caught QLD crab, sambal spiced mayonnaise, native lemon pepper caviar\*\*

Cassis quill smoked lamb fillet, popped Calaspara rice crackles, Mallorca chilli mayonnaise\*\*

## HOT CANAPÉS

Japanese chicken & edamame katsu curry puff, wasabi aioli

Three cheese Arancini fondue, panko crumbed with a smoky tomato jam (v)

Black Angus beef kebab, green curry marinade with toasted coconut cream (gf)

Merguez spiced lamb pastizi with whipped fetta and rosemary salt

Szechuan pepper crusted pork belly, citrus chilli jam, kewpie mayo \*\*

Pinot braised beef cheek puff, peppered crème fraiche

Spicy Thai vegetarian curry puff, green Tabasco aioli (v)

Black sesame sausage roll, ginger braised chicken mince and tomato kecap soy

Slow roasted orange glazed duck cigar, water chestnut and macadamia farce

*\*\* can be requested gluten free*

# COCKTAIL EVENT MENU

## TAILOR THE PERFECT PARTY

### ON ARRIVAL

Chef's rustic selection of 3 dips with crisp lavosh, garlic croute and grissini sticks	\$5 pp
Italian style mezze platters with charred vegetables, marinated olives, charcuterie of cured meats, with italian sausage, salami, sourdough bread and crisp bread	\$7 pp

### SOMETHING SAVOURY (min 40 guests)

Australian cheese station Chef's selection of the finest Australian cheeses with quince paste, dried fruits and an array of crisp breads and crackers	\$9 pp
Antipasto station Italian style mezze platters with charred vegetables, marinated olives, charcuterie of cured meats, Italian sausages salamis, sourdough bread and crisps	\$9 pp

### SOMETHING MORE SUBSTANTIAL

Smoky American style mini meatball sub, mozzarella, spicy BBQ tomato sauce	\$5.50 ea
MSA Wagyu mince sliders, confit onion, gruyere & tomato chutney on a baby brioche bun	\$5.50 ea
Mini Peri Peri Chicken roll, spiced red cabbage & peri-naise	\$5.50 ea
Petit quesadillas with Smokey BBQ chicken, sour cream & tomato relish	\$5.50 ea
Wild mushroom risotto cake with shaved parmesan, red onion & rocket salad (V)	\$6.50 ea
Baby spiced pork belly Bahn mi, pickled cabbage, carrot & pate on a crispy banette roll	\$5.50 ea

### CONES

Coriander & beesan battered chicken tenderloin w/ sweet potato fries & minted yoghurt	\$12 ea
Tempura whiting fillets w/ shoestring fries & caper mayonnaise	\$12 ea

### FORK DISH

Slow braised beef with white polenta, truffle and chives (GF)	\$15 ea
Salmon fillet, with a nicoise vinaigrette, and sweet potato batons (GF)	\$15 ea
Charred Lamb fillet, creamed potato, green pea puree, and red wine jus (GF)	\$15 ea
Miso roasted eggplant rice paper roll, tatsoi salad (V) (GF)	\$15 ea
Crispy skinned barramundi fillet served w/ Tuscan bread salad, Persian feta & lemon beurre blanc	\$15 ea

### SOMETHING SWEET TO FINISH

Baby chocolate tarts, key lime pie filling, fairy floss meringue	\$4 ea
Chocolate and pistachio mini tortes w/Barambah crème fraiche	\$4 ea
Mini seasonal fruit galettes w/rosewater clotted cream & snow sugar dust	\$4 ea
Baby Portuguese custard tarts on organic eggs, orange blossom cream	\$4 ea

THE LANDING AT DOCKSIDE

# DINING

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MENUS

# DINING MENU

## DINING PACKAGES

2 Courses for \$60 pp

3 Course for \$75 pp

Add Canapes on arrival for \$15 pp

## ENTREE

3 year master stock braised free range pork belly, tamari pork floss, soy pearls and black sesame yam with a Lemonade tree & cumquat jam (GF, DF)

Cold ocean prawn and sumac spec salad, zucchini, corn, sorrel pistou and roasted nashi tiger's milk, brewer's yeast wafer (DF & GF without wafer)

Crusted lamb fillet, wattle seed baba ganoush, pickled cucumber, nasturtium and pot set yogurt salad. Pomegranate syrup (GF)

Pink salt & pepper calamari. Kumato, squid ink chorizo and orzo pasta. Preserved citrus and mascarpone dressing, petit herb and foraged flower petal insalata

Grass fed Qld beef carpaccio, croutons, fennel & freeze dried citrus, wasabi & uni aioli

Nant Highland whisky organic duck liver pate, pressed duck rillettes, Serrano ham grissini, vanilla peach compote, freeze dried flavours and baby brioche bun

Besan dusted zucchini flower, truffled black caviar lentils, achar pickled carrot, wild flower micros & yuzu dressing (GF, Vegan)

# DINING MENU

## MAIN FARE

Charred beef tenderloin, beurre noisette tuile, minted sweet peas, truffled pomme puree,  
Roebuck demi-glace (GF no tuile)

Oven roasted chicken breast, crispy skin & caramelized garlic-almond farce, Pandan sweet  
potato puree and bush tomato “hunter” sauce (GF)

Smoked wagyu beef cheeks, fermented black bean & garlic glaze, Massaman curry toasted  
coconut pumpkin puree & Billys’ kare kare sauce (GF & DF)

Koji crusted QLD Barramundi, nori, leek and potato, sushi rice bubbles & Kecap Manis /  
ginger beurre blanc (GF)

Pan seared salmon fillet, burnt butter hollandaise, heirloom dill scented Roman gnocchi,  
edamame, Lilliput caper and foraged sea fern remoulade

Sherwood Lamb double cutlet, butter olive, rosemary crusted, Tunisian pumpkin & SDT  
bake. Lilly Pilly gin reduced jus

Char grilled Asparagus and white miso rice paper roll, Kaniwa, watermelon kimchee salad &  
wild mushroom pate (VEGAN & GF)

## DESSERT

Fair trade dark Chocolate shortbread tart, vanilla bean ice-cream & cacao malto soil (GF)

Callebaut white chocolate panna cotta, salted macadamia praline & crisp chocolate pearls

Toowoomba Lavender meringue cloud, organic goats curd, fruit caviar & Manuka honeycomb (GF)

Free range egg yolk and orange leche flan, strawberry jam gelati & caramelized coconut latik

Organic lady finger banana toron, pressure cooked white chocolate, lime curd & pandan scented Barambah cream

SECRET Chocolate Taster: Dark chocolate fudge brownie, frozen chocolate air, Gianduja ganache, pink and white  
choc pearls & cacao dust, chocolate Persian fairy floss

Custard apple gazpacho, foraged petals & floating Pandan islands with nougat praline  
(GF, DF & can be made vegan)

# DEGUSTATION TASTING MENU

## DEGUSTATION

Tasting menu for \$90pp  
Add Canapes for \$15.00pp

Tantalise your guests w/ the following tasting menu,  
designed to blend and build flavours over five courses.

All courses are mid size

### TO BEGIN

Mini sourdough rolls w/ butter

### 1ST COURSE

Fennel, avocado and watercress salad w/ Queensland scallops,  
citrus flying fish roe and lemon foam

### 2ND COURSE

Belgium butter puff mille feuille w/ smoked tomatoes, Yarra Valley goats curd,  
aged balsamic and thyme oil

### 3RD COURSE

Moreton Bay bug ravioli w/ cepe reduction, fried enoki croute and parmesan tuille

### 4TH COURSE

Braised beef cheek atop golden shallot and duchess potato tartlet  
w/ French buttered spinach, star anise reduction and caramelised onion wafer

### 5TH COURSE

Mascarpone semi freddo served w/ poached seasonal berries,  
dressed w/ rose champagne and chocolate hazelnut salad



# BUFFET MENUS

*Bringing your family and friends together to share and enjoy food is the perfect way  
to enhance your event and encourage conversation.*

## BUFFET STARTERS

Shared seafood plates served to the table

**\$8.00pp**

*choose from one below*

Platters of Mooloolaba prawns w/ homemade cocktail sauce and bush lime aioli

Salt and pepper calamari w/ soya lime vinaigrette

Fresh shucked oysters w/ red wine vinaigrette

Tempura soft shell crabs w/ wasabi soya dressing

## SEAFOOD PLATTERS

served to the centre of the table

**\$20.00 tasting serve pp / \$35 entree serve pp**

*Fresh seafood platters to contain all of the following items:*

Mooloolaba prawns

Fresh shucked oysters

Moreton Bay bugs

Salt and pepper calamari

Steamed chilli and coriander mussels

Tempura soft shell crabs

Beesan battered barramundi fillet pieces

Served w/ lemons, limes, caper mayonnaise, cocktail sauce and Asian accompaniments

# BUFFET MENUS

## BUFFET 1

**\$90pp** (min. 50 guests) - add canapes **\$15pp**

### SERVED TO THE TABLE

Selection of sourdough bread and Turkish flat bread w/ house made dips and butter  
Plates of fresh ocean king prawns w/ preserved lemon aioli and cocktail sauce

### FROM THE BUFFET

Wagyu sirloins with béarnaise sauce  
North Queensland barramundi with Thai macadamia crust and bush lime aioli  
Garlic and rosemary marinated lamb racks with peppercorn reduction  
Young Chickens stuffed with porcini, served with Woodside goat curd  
Double smoked ham on the bone with orange marmalade

### HOT SIDES

Duo of sweet potato and potato gratin w/ parmesan cheese  
Caramelised root vegetable w/ balsamic onions  
Steamed seasonal buttered greens

### SALADS

Wild rocket, blistered cherry tomato salad w/ shaved parmesan, red onion  
and cherry balsamic vinaigrette  
Tomato, bocconcini and basil salad w/ snow pea tendrils and E.V.O.O.  
Mixed leaf salad w/ semi dried tomatoes, roasted capsicums,  
sauteed mushrooms and ranch dressing

### TO FINISH

Mini meringue w/ lemon curd  
Australian cheese platters w/ quince paste and crisp breads  
Mini chocolate tortes w/ lime mascarpone and praline  
Seasonal fruit platters  
Mini fruit pesetas w/ clotted cream  
Glazed strawberry tarts w/ double cream

# BUFFET MENUS

## BUFFET 2

**\$75pp** (min. 50 guests) - add canapes **\$15pp**

### SERVED TO THE TABLE

Fresh baked dinner rolls w/ butter

### FROM THE GRILL

Rosemary and garlic studded legs of lamb shank glazed w/ quince paste  
and served w/ rosemary red wine jus  
Wagyu rumps slow cooked to medium rare and served w/ porcini reduction  
Tarragon and garlic marinated chicken breast, lemon beurre noisette  
Macadamia crusted Atlantic salmon w/ lemon butter sauce

### HOT SIDES

Roasted new potatoes with lemon, rosemary and garlic  
Honey and ginger spiced sweet potatoes with caramelized red onions and baby spinach

### COLD SIDES

Green salad w/ Italian vinaigrette  
Tuscan bread salad w/ charred Mediterranean vegetables, basil and E.V.O.O  
Baby cos salad w/ semi dried tomatoes, poached eggs, shaved parmesan & ranch dressing

### TO FINISH

Mini chocolate hot pots dusted w/ icing sugar and country style cream  
Buttermilk bavarois w/ berry glaze  
Fresh Queensland strawberries w/ bowls of double cream, balsamic and brown sugar  
Australian cheese platters w/ quince paste and crisps  
French vanilla custard tarts w/ candied lemon zest

# BUFFET MENUS

## BARBECUE

**\$55pp** (min. 50 guests)

### SERVED TO THE TABLE

Variety of sourdough with butter

### FROM THE GRILL

Grain fed 100 day aged rump served to your liking

Lemon and garlic chicken pieces w/ Smokey bbq sauce

Pork and Fennel Chipolatas, with smoked Tomato chutney

Rosemary and garlic lamb medallions with cucumber yoghurt

### SALADS

Roasted new potato salad w/ horseradish crème fraiche, snow pea tendril and baby peas

Soused slaw w/ red capsicum, shallot and roasted garlic mayonnaise

House green salad w/ bean sprout and chilli lime dressing

### TO FINISH

Australian cheese platters w/ quince paste, dried fruit and crisps

Seasonal fruit platters

THE LANDING AT DOCKSIDE

# BEVERAGE

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OPTIONS

# BEVERAGE PACKAGES

2 HOURS - \$20pp | 3 HOURS - \$25pp | 4 HOURS - \$35pp | 5 HOURS - \$45pp

## STANDARD

Dunes & Greene Chardonnay Pinot Noir Sparkling (SA)  
Yalumba Angas Brut Moscato (Sweeter Sparkling Style) (SA)  
Oxford Landing Sauvignon Blanc / Chardonnay / Pinot Gris (SA)  
Banrock Station Moscato (Sweeter White Style) (SA)  
Oxford Landing Cabernet Shiraz / Merlot / Shiraz (SA)  
Draught Beer: Stone & Wood Pacific Ale / Pure Blonde / XXXX Gold  
Hahn Premium Light Bottled  
Soft Drinks & Juices

## PREMIUM

*add \$15pp to standard package*

Twin Islands Marlborough Sparkling Nv Brut (NZ)  
Twin Islands Marlborough Sauvignon Blanc (NZ)  
Yalumba Y Series Chardonnay / Pinot Gris (SA)  
Yalumba Christobels Moscato (Sweeter White Style) (SA)  
Yalumba Y Series Cabernet Sauvignon / Shiraz / Merlot (SA)  
Draught Beer: James Squire 150 Lashes / Hahn Super Dry / XXXX Gold  
Hahn Premium Light Bottled  
Soft Drinks & Juices

## SUPER PREMIUM

*add \$20pp to standard package*

Jansz Premium Nv Cuvee Sparkling (TAS)  
Opawa Marlborough Sauvignon Blanc (NZ)  
Hill Smith Estate Chardonnay (SA)  
Pewsey Vale Primo Riesling (Sweeter White Style) (SA)  
Smith & Hooper Cabernet Merlot (SA)  
Chaffey Bros. The Barossa Shiraz (SA)  
Draught Beer: Heineken / James Squire 150 Lashes / Peroni Leggera  
Hahn Premium Light Bottled  
Sparkling Mineral Water  
Soft Drinks & Juices

# BEVERAGE OPTIONS



## BEVERAGES ON CONSUMPTION

We are able to cater for functions w/ beverages on consumption.

Please choose from our wine list which is available on request.

If you wish to choose speciality wines that are not on our current list, talk to our coordinators and we will be happy to source these for you.

Minimum spends may apply.

## ROOM HIRE

Room hire applies when a package is not purchased and beverage on consumption is required.

\$250 per hour of room use.

THE LANDING AT DOCKSIDE

# IMPORTANT

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INFORMATION



# TERMS & CONDITIONS

## THE LANDING AT DOCKSIDE TERMS & CONDITIONS

**Confirmation of Booking** A deposit of \$1000 is required to secure the booking. The booking is considered confirmed with payment of the deposit in full, the terms and conditions have been sighted, and the Confirmation of Booking Form, signed by the Client have been received.

**Final Details & Final Numbers** To ensure a smooth and successful function, all details relating to schedule, menus, beverages, room set up and audiovisual requirements are required no later than 10 days prior to the Client's function. A guaranteed final number of guests is required no later than 10 days prior to your event. The Landing will cater for and charge for this number, even if fewer guests attend

**Payment of Account** Full payment for guaranteed number of guests is required no later than 5 days prior to the Client's function. Payments may be accepted by cash or direct bank transfer. Payments made by credit card (Visa / Mastercard) are also accepted with no surcharge applicable. Payments made by AMEX will incur a surcharge of 3.5% of the total account. All bar tabs, and other costs incurred must be paid at the conclusion of the function.

**Alteration and Additions to Packages** Please note that any alterations to packages will negate the pricing of all package inclusions. Some inclusions are applicable only to packages (room hire charges, chair covers) and these will not be offered when a package is altered. Please request all changes in writing and do not consider confirmed until written notice is provided by your coordinator. If you require any additional furniture, linen, services or special items there will be a surcharge in order to cover the costs and labour involved. (Please request pricing from your coordinator)

**Verbal Advice** While all verbal advice is given based upon the best intention and information available, under no circumstances should verbal advice be acted upon or be deemed to be final, without written confirmation.

**Room Hire** A room hire fee will apply to those functions not utilising a food and beverage package of \$250 an hour for every hour outside the stipulated package duration.

**Prices & Surcharges** Due to labour costs, functions held on public holidays attract a surcharge of 15% of the total account. All prices quoted are GST inclusive, and are confirmed when deposit is paid. Every possible effort is taken to maintain prices, but these are subject to change at the Management's discretion to allow for market cost variations and the introduction of any statutory taxes.

**Cancellation Policy** Cancellation by the Client – Cancellations made after the Confirmation of Booking Form has been signed and a deposit of \$1,000.00 has been received will be subject to the following: 1.1 For notice of cancellation in writing outside of 18 months prior to the date of the function: A cancellation fee will not be charged. The deposit will be fully refunded. 1.2 For notice of cancellation in writing within 3 months to 12 months prior to the date of the function: A cancellation fee will be charged unless The Landing at Dockside secures a booking of a similar value in replacement for that date, then the cancellation fee will not apply and the deposit shall be fully refunded. 1.3 For notice of cancellation in writing within 1 month to 3 months prior to the date of the function: A cancellation fee will be charged, consisting of the 50% of the minimum spend. 1.4 For notice of cancellation in writing within 1 month prior to the date of the function: A cancellation fee will be charged, consisting of the 100% of the minimum spend. 1.5 Outside services: If any services are booked by the venue on the client's behalf, and subsequently cancelled within 30 days of the function and any charges or fees are incurred by the venue as a result, the client will be responsible for these charges in total.

**Conduct of a Function** The Client agrees to begin its function at the scheduled time and agrees to have its guests, invitees and other persons vacate the designated function room at the closing hour indicated in the final details. Unless package extension or room hire arrangements have been made prior, the bar will close at the same time the package finishes, and entertainment must also finish at this time.

**Decorating & Styling** All styling installations must be booked and installed through an approved Styling Company. The Landing at Dockside offers an extensive range of styling packages available from your Event Coordinator. The Landing at Dockside cannot allow any decorating that requires the use of a ladder or step for insurance purposes. All Client supplied decorations must be removed from the venue at conclusion of your function unless otherwise arranged with your Coordinator.

**Extending Functions** Functions may be extended on the day or night for a duration of up to 1 hour only, meaning that functions must not exceed 6 hours duration from the arranged start time, but must cease no later than 11:30pm, however this decision is at the discretion of the Function Manager. If a function is granted an extension on the day or night of the function, a room hire of \$250/hour will apply and the account must be finalised prior to leaving. Function rooms must be vacated within 30 minutes of bar closure otherwise an extended room hire charge will apply.

**Entertainment and Noise Restrictions** Due to the residential location of the Venue and requirements of the Landing at Dockside's Liquor License, all music/entertainment must cease by no later than 11.30pm, or when the package finishes, whichever is sooner. The recommended band size is a maximum of 4 pieces. NO SUB WOOFERS are allowed at the Venue, and a strict limit of 95dbc must be adhered to at all times. Bass is to be kept to a minimum, and a two speaker maximum if enforced. All entertainment in every form must be discussed with the function co-ordinator and approved by management prior to the client's function. Management reserves the right to refuse approval of entertainment in any form prior to the function if it does not conform to the guidelines required by The Landing. Bands, with brass instruments, using large bass drum kits or large amplifiers are no longer permitted to play at The Landing. In relation to any other entertainment, including DJs, noise levels will be monitored with a decibel meter throughout the function, and must be immediately and significantly turned down if requested by the function Manager.

**Menu** Every endeavour is made to maintain menus as printed, but these may be subject to change due to availability of product. Sample menus will be provided and the final menu will be confirmed closer to your Function date.

**Dietary requirements** It is the responsibility of the Client to inform The Landing at Dockside of any guest dietary requirements including allergies at least 10 days prior to the function. Although every care is taken where notified, The Landing at Dockside will not be held accountable for any requirements that we have not been informed of.

**Venue Access, Equipment and Deliveries** The Venue will not be open prior to the scheduled function commencement time, unless prior arrangements have been made with management. Deliveries are to be made during office hours, or by prior arrangement with management. The Landing does not accept responsibility for damage, or loss of, any Client's property left in the premises prior to, during or after a function. Please advise the Venue Manager when anything is being delivered prior to the Client's function, and safe storage will be arranged. Decorations supplied by the Client must be pre-approved by management and any damage caused by these decorations the client will be liable. All goods must be removed at the completion of the function unless prior arrangements have been made with the venue. The venue will not accept responsibility for any items delivered or left for collection without staff acknowledgement.

**Function coordinator** A Function coordinator will be allocated to your event upon confirmation. Your coordinator will liaise with you in the lead up to your function and meet with you approximately 6 weeks out to go through the final aspects of your wedding reception. A Supervisor will then be appointed to look after your function, and a Functions Manager will also be present on the day.

**Outside Contractors** For all functions, plans must be approved by the venue a minimum of 14 days before the function. The outside contractors must liaise with the venue in all matters of delivering, set up and break down. Outside contractors appointed by the client, or by the venue on behalf of the client, must at all times abide by the venue's regulations and instructions. All outside contractors will be required to obtain their own appropriate public liability insurance with a minimum cover of \$10,000,000 and must provide certificate of proof to The Landing at Dockside.

**External Catering** The Landing at Dockside is a fully catered venue and take great pride in the food we prepare, present and serve. If you wish to bring in any food items this must be approved by your Coordinator and a surcharge will be applicable. For all DIY Candy Buffets a cleaning fee will be applicable (please request pricing from your coordinator). The Landing at Dockside are more than happy to tailor menus to your requirements. If you want a special vendor / food stall at your wedding or function, this must be approved by your Coordinator and a surcharge will be applicable.

**Beverages and Responsible Service of Alcohol** In accordance with The Landing at Dockside's Liquor Licensing responsibilities, The Landing is unable to permit liquor to be brought onto the premises. The Landing will not engage in practices that encourage the rapid or excessive consumption of alcohol. Spirits cannot be included in the beverage package during functions and a general policy during functions of only one drink per person to be served at any time will be enforced. All bottled wine included in a beverage package will be removed from the dining tables once dining has ceased, after which all beverages will only be served by the glass. Licensing laws prohibit liquor supply to disorderly, unduly intoxicated and underage persons. Patrons showing signs of undue intoxication or disorderly behaviour will be refused service and will be asked to leave the premises. The Landing will not tolerate any harassment of patrons or staff of any kind and offending patrons will be asked to leave the premises. Management support staff refusing service for unduly intoxicated patrons. Where minors are attending a function where alcohol is being served, those minors must remain under the control of their legal guardian. The Landing at Dockside reserves the right to clearly identify minors by providing those minors with wrist bands which must be worn for the duration of the function. The Landing insists on a "no shots" policy and this must be adhered to.

**Smoking Policy** In accordance with Queensland smoking laws, smoking is not permitted inside the function rooms or anywhere that food and beverages are being served. Smoking is only permitted within the designated areas.

**Security Guards** Should The Landing management deem it necessary for a specific function, security guards may be required at the cost of the Client. Functions with numbers greater than 250 guests will incur a security fee.

**School Formals** When hosting a school formal, The Landing requires additional security guards to be on site for the duration of the function at the cost of the Client. A ratio of one guard per 100 guests at \$50 plus GST an hour is required. Random bag checks and breathalyser checks will be performed on under age guests upon request, and a ratio of one teacher per 20 students is required.

**Damages** The hirer will be responsible for any breakage, damage, theft or vandalism to The Landing venue or the property of The Landing during, or associated with, the function. Damage must be reported to the management immediately upon discovery, or as soon as practicable thereafter. For University Balls a glassware damage waiver will be incurred, to cover any damages.