



# Functions

THE TONSLEY HOTEL

1274 SOUTH ROAD  
CLOVELLY PARK SA  
08 8276 8099

[TONSLEYHOTEL.COM.AU](http://TONSLEYHOTEL.COM.AU)

**TONSLEY**  
HOTEL

# Functions

## WELCOME



### WELCOME

Thank you for considering hosting your function/seminar at the Tonsley Hotel. We have much pleasure in enclosing the information that you have requested for your upcoming event.

The Tonsley Hotel takes great pride in its facilities, service, food and the professionalism of its staff. The team at the Tonsley Hotel will strive to ensure that your event is a successful and memorable one.

Our Bistro offers a relaxing atmosphere where you can unwind and enjoy our superb food and friendly service. Our function rooms are ideal for a broad range of events, from intimate functions and small seminars through to cocktail parties, birthdays, anniversaries and wedding receptions.

Our Tavern Bar has live entertainment three nights a week.

<b>THURSDAY</b>	Band from 8:30pm
<b>FRIDAY</b>	Pianist/Singer from 6:00pm Band from 8:30pm
<b>SATURDAY</b>	Band from 8:30pm

Please take the time to read through our full list of terms and conditions at the back of this pack, which highlights important information such as booking confirmation and requirements.

Should you not have had the opportunity to view our exceptional facilities, please do not hesitate to contact us on 8276 8099 to set up an appointment time at your convenience.

# Functions

## ROOM HIRE



### FLINDERS ROOM HIRE

Half Day	\$165 GST inc
Full Day	\$220 GST inc

#### CAPACITY

Dinner	70
Cocktail	90

### HAMILTON ROOM HIRE

Half Day	\$220 GST inc
Full Day	\$330 GST inc

#### CAPACITY

Dinner	130
Cocktail	200

### FACILITIES INCLUDED

(Upon Request)

Broadband Internet Access  
Inbuilt Projectors and Screens ideal for photo slide shows  
Nightlife Music System  
I-Pod Friendly  
TV/DVD/Video  
FOXTEL Sports Channels  
Linen tablecloths  
Laptop and Sound Plug-Ins  
Inbuilt Projectors and Screens  
White board  
Flipchart  
Lectern

### ADDITIONAL DECORATING OPTIONS

Helium Balloons (Plain)	\$2.30 each
Helium Balloons (Metallic)	\$2.50 each
Helium Balloons Occasion-Specific	\$3 each
Table Scatters Occasion-Specific	\$2 per table
Linen Table Overlays	\$5 per table
Organza Table Overlays	\$10 per table
Chair Covers	\$2.50 per chair

# Functions

## SEATING



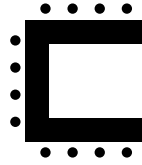
### U-Shape

Hamilton Room

40

Flinders Room

20



### Classroom Style

Hamilton Room

60

Flinders Room

30



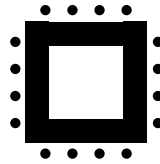
### Hollow Square

Hamilton Room

40

Flinders Room

20



### Theatre Style

Hamilton Room

100

Flinders Room

50



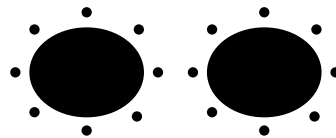
### Oval Tables

Hamilton Room

120

Flinders Room

50



# Functions

## CONFERENCE CATERING



### TEA & COFFEE FACILITIES

Per person costing

Tea and Coffee	3.5
Continuous Tea and Coffee (all day)	5.5

### MORNING & AFTERNOON TEA

\$8 Select from list - two items  
Including Tea and Coffee

Selection of Danish Pastries  
Selection of Cream Biscuits  
Freshly Baked Warm Scones with Jam and Cream  
Cake of the Day (Chocolate/Carrot/Sultana/Orange)  
Assorted Muffins

### LIGHT LUNCH

Per person costing  
Please select from the following:

#### COLD

Chef's Selection of Sandwiches with a Range of Fillings	8.5
Chef's Selection of Wraps and Focaccias with a Range of Fillings	10

#### HOT

Selection of Mini Quiches	10
Selection of Mini Pies, Pasties and Sausage Rolls	10
Assorted Pizza Slice	10

Selection of Sandwiches plus choice of one hot option 13

### EXTRAS

Per person costing

Seasonal Fruit Platter	5
Gourmet Australian Cheese and Dried Fruit Platter	6
Soft Drink per jug	9.5
Orange Juice per jug	12

# Functions

## ACCOMMODATION



### ACCOMMODATION

**When booking your next function please enquire about corporate rates for accommodation**

Recently refurbished

3 ½ star motel rooms

En suit bathrooms

Reverse cycle air conditioning

42" plasma televisions over 30 channels including foxtel channels

Bar fridge with tea and coffee making facilities

Central location with easy access to public transport

20 minutes to southern vales wineries

Close proximity to Marion Shopping Centre, Flinders Medical Centre,  
Flinders University, Flinders Private & Repatriation Hospitals

Hotel Wi fi access

Bed & cooked Breakfast packages available



## TERMS & CONDITIONS

### Tentative Bookings

We will hold a tentative booking for a maximum of 7 days.

### Confirmation

You are requested to confirm a booking in writing.

### Security Deposit

Seminar Deposits equal the room hire fee.

### Company cheques

Only accepted by pre-arrangement with management.

### Cancellations

Cancellations of function rooms and/or accommodation by you must be advised in writing. If the event is cancelled with less than 60 days notice, deposits may be refunded only if the function room is resold.

### Payment

The payment of your account is required two full working days prior to the event unless other arrangements have been approved by the Tonsley Hotel Management. All incidental charges are to be paid at the conclusion of your function.

### Menu Selection

The greatest pleasure we have is in providing superb cuisine and service. In order to provide such a quality experience, we require your food and beverage selection to be confirmed in writing no later than 14 days prior to your event.

### Insurance

We cannot take responsibility for damage to, or loss of, your personal items before, during and after an event, and recommend that you arrange appropriate insurance cover.

### Damage

Please note that you are financially responsible for damage sustained to hotel property and fittings during the event. No attachments are to be used on the walls without prior permission from us.

### Client Responsibility

It is your responsibility to ensure that all attendees adhere to our dress code and behave in an orderly manner during the event.

### Security

Arrangement for security can be made upon request. An additional charge will apply.

### Accommodation

Subject to availability, function rates will be offered in conjunction with your event.

### Parking

Parking is free, but please note is subject to availability.

### Food & Beverage

No food or beverage may be brought onto the hotel premises for consumption during the event without prior notice. A corkage fee will apply for any beverages brought on site, as will a cakeage fee for any cake brought onsite.

### Entertainment

Background music can be provided in our function rooms if you wish. The Tonsley Hotel boasts live entertainment in both Tavern and Chrysler bars.

### Minors

Under the Liquor Licensing Act Section 113, minors must be accompanied by an adult at all times and must leave the premises by 12 midnight.

### Function Rooms

We reserve the right to re-allocate function rooms due to circumstances beyond our control. If you numbers increase or decrease significantly from those advised at time of reservation, we may substitute a more appropriate room for your function. We will discuss any changes with you prior to your event.

### Advertising

Prior permission is required to use the hotel name and/or logo in print and/or audio-visual display. All proposed artwork must be approved by The Tonsley Hotel management prior to publication.

### Responsibility

Should we be unable to provide facilities reserved due to circumstances beyond our control, no further claim other than entitlement to a full refund of any deposits paid may be made. We will endeavour to provide you with reasonable notice.

### Additional Services

We will be pleased to arrange a variety of additional services upon request, such as entertainment, technical equipment etc. A charge may be incurred for some services. If the event is cancelled, such service charges will be your responsibility.

### Final Numbers

We require written notification of final number of expected guests five days prior to your event. Changes to that number may be made up to 48 hours prior to the event. Charges will be made based on the final number, or the attendance number, whichever is the greater.

## SIGNED ACCEPTANCE

I acknowledge that I have read and understood the above terms and conditions.

Name: \_\_\_\_\_

Date of Function: \_\_\_\_\_

Company/Organisation (if applicable) \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_