

gladstone**events** | functions  
CENTRE



## Gladstone Events Centre

Yaralla Sports Club  
Corner of Wood & Bell Streets  
Gladstone, Q, 4680

t. +61 (07) 4979 8290

w. [gladstoneeventscentre.com.au](http://gladstoneeventscentre.com.au)

e. [events@gladstoneeventscentre.com.au](mailto:events@gladstoneeventscentre.com.au)

## Venue Details

Gladstone Events Centre boasts the most comprehensive convention facilities in the Gladstone region catering for up to 350 delegates and is set in the heart of Yaralla Sports Club, Mantra Gladstone, and Peppers Gladstone.

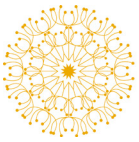
The Club also has a total of six conference rooms from boardrooms for small meetings through to the purpose built Events Centre suitable for large conferences, gala dinners, product launches and exhibitions.

Our first class service, delicious range of menus and impressive choice of stylish rooms, means you can relax and enjoy the celebrations, confident that every last detail has been taken care of.

Good food plays an important part in any successful function. That's why our Head Chef has created a selection of well-considered menus to satisfy your every need.

Our Chefs take enormous pride in the preparation and presentation of their dishes and only use the best seasonal produce. They are also passionate about ensuring the menu at your meeting, conference or seminar is well planned, taking into consideration special dietary needs and other requirements.

With innovative cuisines, exceptional facilities and a team of professionals to coordinate your event from start to finish, your function at GEC is guaranteed to be a huge success.



## Venue

### Venue Inclusions

The GEC is a multi-purpose venue with outstanding flexibility. Perfect for large cocktail events, gala dinners, presentations, trade shows, product launches, wedding receptions, or corporate staff and client parties. Boasting 6 sophisticated meeting rooms, GEC is centrally located within the vibrant Yaralla Sports Club complex. Enjoy the convenience of onsite accommodation options including the luxurious Mantra Gladstone and Peppers Gladstone.

## Venue Capacity

Events 50 - 620  
Meetings 2 - 50

## Entrance

Upon arrival at the venue, a tranquil water feature and lush tropical garden provide an inviting backdrop for photos and the porte-cochere allows for seamless guest access in any weather. The main entrance grants access to all facilities under one roof, including Yaralla Sports Club, Mantra Gladstone, and Peppers Gladstone. Adjacent to the main entrance, you'll find the Shingle Inn Cafe, offering a delightful respite for refreshments.

## AV

Audio facilities including a wireless microphone, iPod compatibility and laptop integration.

### Venue Styling

## Floor Plan

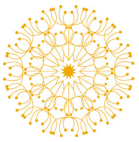
A tailored floor plan will be created to reflect your final layout.

## Furniture

All furniture will be supplied

## Staging & AV

If you require additional staging and lighting or AV, we can provide contact details of our preferred suppliers.



**Locker Room**

Full day \$150

**Meeting Rooms 1 & 2**

42m<sup>2</sup>

Full day | \$400

Half day | \$300

Per hour | \$150

**Meeting Room 3**

30m<sup>2</sup>

Full day | \$400

Half day | \$300

Per hour | \$150

**Events 4**

**398m<sup>2</sup>**

Full day | \$1000

Half day | \$750

**Events 5**

**148m<sup>2</sup>**

Full day | \$600

Half day | \$400

**Events 6**

**546m<sup>2</sup>**

Full day | \$1500

**Events Centre**

Large TV to connect to device

WiFi

**Boardroom - 18pax**

Large TV to connect to a device

WiFi

ClickShare wireless conferencing (Teams, Zoom, GoogleMeet)

Microphones, speakers, and camera integration

Glass whiteboard wall

**Boardroom - 18pax**

Large TV to connect to a device

WiFi

ClickShare wireless conferencing (Teams, Zoom, GoogleMeet)

Microphones, speakers, and camera integration

Whiteboard

**Banquet - 280pax | Cocktail - 299pax**

Guest lounge area

Private bar

Portable dance floor for flexible positioning

WiFi

Wireless presenter

AV and sound

Wireless microphones

Whiteboard

**Banquet - 90pax | Cocktail - 111pax**

Guest lounge area

Private bar

Portable dance floor for flexible positioning

WiFi

Wireless presenter

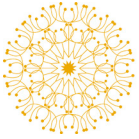
AV and sound

Wireless microphones

Whiteboard

**Banquet - 370pax | Cocktail - 410pax**

All inclusions in Events 4 and 5



### Option 1

(minimum 10 attendees)

**Full Day**

\$120.00p/p

**Half Day (4hrs or less)**

\$80.00p/p

**Inclusions**

Room hire & associated equipment  
Flip chart & markers  
Notepads, pens & mints  
Nespresso coffee & a variety of teas

### Morning & Afternoon Tea

**Baker's Selection**

Select for morning or afternoon

Assorted muffins  
Assorted danishes  
Croissants, filled with interest

**Savoury Selection**

Select for morning or afternoon

Pumpkin, caramelised onion & goats cheese tarts  
Assorted mini quiches  
Beef wellington puffs  
Asian Peking duck filled crepe  
Lamb samosas with fresh mint dipping sauce

### Lunch Selection

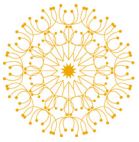
Traditional sandwiches & wraps filled with fresh seasonal salad, vegetables, and a selection of meats

**Plus choice of either:**

Two gourmet Chefs salads with a side of smoked salmon or roast chicken, or  
Tastes of Asia / Mexican / Indian served with rice

Fruit platter

Mixed platter of cakes and slices



## Option 2

(minimum 10 attendees)

**Full Day**

\$125.00p/p

**Half Day (4hrs or less)**

\$85.00p/p

### Inclusions

Venue hire

Large screen TV with integrated wireless meeting technology

Whiteboard

Flip chart & markers

Notepads, pen & mints

Wi-Fi access

Wireless presenter

AV & sound

Telephone

Nespresso coffee & a variety of teas

## Morning & Afternoon Tea

### Baker's Selection

Select for morning or afternoon

Assorted muffins

Assorted danishes

Croissants, filled with interest

### Savoury Selection

Select for morning or afternoon

Pumpkin, caramelised onion & goats cheese tarts

Assorted mini quiches

Beef wellington puffs

Asian Peking duck filled crepe

Lamb samosas with fresh mint dipping sauce

## Lunch Selection

### Ploughman's Lunch

Sliced leg ham

Roasted chicken pieces

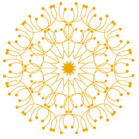
Smoked salmon

Cheddar cheese

Fresh vegetables

Assorted dips

Bread



**Full Day**

### Option 3

(minimum 10 attendees)

\$130.00p/p

**Half Day (4hrs or less)**

\$90.00p/p

#### Inclusions

Venue hire  
Large screen TV with integrated wireless meeting technology  
Whiteboard  
Flip chart & markers  
Notepads, pen & mints  
Wi-Fi access  
Wireless presenter  
AV & sound  
Telephone  
Nespresso coffee & a variety of teas

#### Baker's Selection

Select for morning or afternoon

Assorted muffins  
Assorted danishes  
Croissants, filled with interest

#### Savoury Selection

Select for morning or afternoon

Pumpkin, caramelised onion & goats cheese tarts  
Assorted mini quiches  
Beef wellington puffs  
Asian Peking duck filled crepe  
Lamb samosas with fresh mint dipping sauce

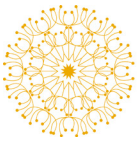
#### Working Lunch

Select two of the following

### Lunch Selection

Traditional salt & pepper squid with lime aioli  
Butter chicken & basmati rice  
Whiting fillets with shoe string fries & tartare sauce  
Thai beef salad  
Vegetable dumplings with chilli sauce

### Morning & Afternoon Tea



**Cost**

### 2 Course Menu

\$70p/p\*

**Alternate Plate**

Entrée & main; or  
Main & dessert

**Add**

\$20p/p\*

Chef's choice 1/2 hour pre dinner canapés

**Cost**

### 3 Course Menu

\$85p/p\*

**Alternate Plate**

Entrée, main & dessert

## Entrées

Spiced pumpkin, feta & pine nut topped with a lime dressing

Marinated beef & bruschetta on a garlic croute, drizzled in a balsamic glaze

Moroccan lamb salad with mint yoghurt

Chilled Thai style poached chicken breast, baby leaf & sprout salad with coconut & lime dressing

King prawn salad, lime, coriander, chilli & julienne vegetables with palm sugar dressing

Seafood cocktail, rose sauce & lemon cheek

## Mains

Chicken breast, button mushrooms, bacon batons, potato mash & steamed spinach

Seeded mustard & rosemary lamb rack, grilled lemon polenta, broccoli & jus

Beef fillet, truffle oil, poached potatoes, seasonal vegetables with a pepper & cognac sauce

Tasmanian salmon, garlic, mash, roasted cherry tomatoes & parsley oil

Potato & sage gnocchi, roasted field mushrooms, baby spinach & Parmesan cream

Pistachio & Parmesan crusted pork loin served with caramelised apple, honey glazed sweet potato puree & seasonal vegetables

## Desserts

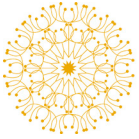
Baked berry cheesecake served with chocolate crumb and whipped cream

Chocolate fondant cake with whipped cream chocolate chards and strawberries

Lemon meringue topped with candied lemon and toasted almonds

Tiramisu cake served with fresh whipped cream, mint and strawberry





**Roast Buffet - \$55.00p/p\***

**Roast Dishes**

Please select two

Roasted beef sirloin with mustard & garden herbs  
Leg of lamb with garlic & rosemary  
Honey-glazed pork leg with crackling & apple sauce  
Whole roast chicken with sage & onion stuffing

**Potato**

Please select two

Roasted  
Scalloped in three cheese sauce  
Potato salad  
Honey-glazed sweet potato

**Vegetables**

Please select two

Corn cobbettes  
Honey glazed carrots  
Minted baby peas  
Green beans with hazelnuts

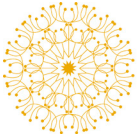
**Salads**

Please select two

Tossed garden  
Greek salad  
Homemade chunky coleslaw  
Beetroot & feta  
Caesar salad

**Dessert**

Assorted boutique slices, cupcakes and pastries



**Seafood Buffet - \$95.00p/p\***

**Entrée**

Baker's basket  
Antipasto selection  
Continental small-goods display

**Fresh Seafood  
Display**

Prawns  
Oysters natural  
Selection of smoked & marinated seafood  
Your choice of 3 internationally inspired hot dishes & one dish from the traditional roast selection, accompanied by steamed rice, mixed seasonal vegetables & chefs' selection potato dish

**Hot Dishes**

Please select three

Miso salmon fillet with stir fried Asian greens  
Salt & pepper calamari  
Beer battered flathead & tartare sauce  
Butter chicken curry  
Beef in oyster sauce & Asian greens  
Eggplant, roasted tomato & feta lasagne with a pesto dressing  
Spiced pumpkin & chickpea ragout with minted yoghurt raita

**Roast Dishes**

Please select one

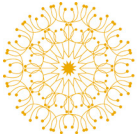
Roasted beef sirloin with mustard & garden herbs  
Leg of lamb with garlic & rosemary  
Honey-glazed pork leg with crackling & apple sauce  
Whole roast chicken with sage & onion stuffing

**All Served With**

Steamed rice  
Chef's selection of salads with condiments & dressing  
Mixed seasonal vegetables  
Chefs' selection potato dish  
Condiments & jus

**Dessert**

Our pastry chef's selection of desserts  
Freshly sliced seasonal fruits  
A selection of Australian cheese with crackers



**The Buffet - \$65.00p/p\***

**Entrée**

Baker's basket  
Antipasto selection  
Continental small-goods display

**Hot Dishes**

Please select three

Miso salmon fillet with stir fried Asian greens  
Salt & pepper calamari  
Beer battered flathead & tartare sauce  
Butter chicken curry  
Beef in oyster sauce with Asian greens  
Eggplant, roasted tomato & feta lasagne with a pesto dressing  
Spiced pumpkin & chickpea ragout with minted yoghurt raita  
Moroccan lamb with mint yoghurt

**Roast Dishes**

Please select one

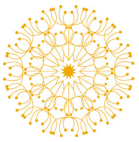
Roasted beef sirloin with mustard & garden herbs  
Leg of lamb with garlic & rosemary  
Honey-glazed pork leg with crackling & apple sauce  
Whole roast chicken with sage & onion stuffing

**All Served With**

Steamed rice  
Chef's selection of salads with condiments & dressing  
Mixed seasonal vegetables  
Chefs' selection potato dish  
Condiments & jus

**Dessert**

Our pastry chef's selection of desserts  
Freshly sliced seasonal fruits  
A selection of Australian cheese with crackers

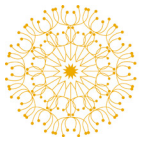


## Platter menu

Our platter menus are designed for a quick snack offering with drinks. All items are priced per person. The number of platters will vary according to the number of guests catered for.

**Platter selections incur room configuration charges.**

Mezze Platter	\$8.00 p/p Selection of dips served with crudités & char-grilled breads
Fruit Platter	\$8.00 p/p Quality seasonal & exotic fruits
Finger Sandwiches	\$8.00 p/p Assorted mini sandwiches, ideal for a light snack
Cheese Platter	\$12.00 p/p Australian farmhouse cheeses served with fresh & dried fruits & water crackers
Ploughman's Platter	\$16.00 p/p Sliced leg ham, roasted chicken pieces & smoked salmon, cheddar cheese, pate, fresh vegetables, assorted dips & crusty bread
Hot Nibbles Platter Select four items	\$20.00 p/p Pork bell bites Mushroom arancini balls Chicken coriander lemon grass skewers Tempura prawns Cauliflower sausage roll Pumpkin and pine nut samosa Spring rolls Tequila & lime fish bite



### Cold Canapés

Select a minimum of three

### Canapé Selections - \$20.00 p/p for 1 time delivery and \$40.00 p/p for a continual 2 hour package

Caprese sticks  
Cucumber and cream cheese bits  
Bruschetta  
Zucchini and pumpkin frittata  
Halloumi wrapped in prosciutto  
Parma ham & mozzarella bits  
Mini beetroot & feta blinis

### Hot Canapés

Select a minimum of three

Pork belly bites  
Mushroom arancini balls  
Chicken coriander lemon grass skewers  
Tempura prawns  
Cauliflower sausage roll  
Pumpkin and pine nut samosa  
Spring rolls  
Tequila & lime fish bite

### Dessert Canapés

Fruit skewers with honey yoghurt  
Assorted mini tarts  
Assorted chocolate truffles

### Cold Canapés

Select a minimum of three

### Canapé Selections - \$25.00 p/p for 1 time delivery and \$50.00 p/p for a continual 2 hour package

Bocconcini and prosciutto skewers  
Thai prawn skewers  
Parma ham with caramelized onion and gorgonzola  
Bruschetta with beef  
Mini tartlets with smoked salmon, cracked black pepper & lime  
Halloumi saltimbocca  
Coriander, sweet chilli & lime prawn  
Wild mushroom, garlic & thyme bouchée

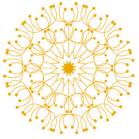
### Hot Canapés

Select a minimum of three

Spinach fetta roll  
Jalapeno poppers  
Butter chicken samosas  
Mushroom and goats cheese wellington  
Peeking duck wontons  
Bacon, mac, and cheese croquette  
Peri peri chicken skewers  
Char siew pork puff  
Chicken and mushroom vol-au-vent

### Dessert Canapés

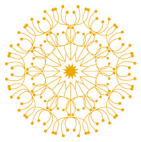
Mini eclairs  
Mini cup cakes  
Mini slices



Bamboo Boats

**Substantial Selections - \$8.00 each**

Traditional salt & pepper squid with lime aioli  
Butter chicken with basmati rice  
Whiting fillets with shoe string fries & tartare sauce  
Thai beef salad  
Vegetable dumplings with chilli sauce



## Beverage Options

The Gladstone Events Centre offer a variety of beverage options to suit your event. These include open account, fixed limit bar tab, cash on consumption & set packages.

### Open Account

Your guests consume over a nominated period with a pre selection of beverage inclusions, with the account being finalised via invoice.

### Fixed Limit Bar Tab

A set dollar limit with a pre-selection of beverage inclusions.

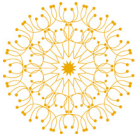
### Cash on Consumption

Your guests purchase their own beverages from the bar for cash on an individual consumption basis.

### Set Packages

A beverage package elected for a period of time and charged upon a price per head, with your selection of the following all-inclusive options.

	House Package
2 hours	\$35.00p/p
3 hours	\$50.00p/p
4 hours	\$65.00p/p
Tap Beer	Hahn Premium Light Heineken Hahn Superdry 3.5 XXXX Gold
Bottled Beer	Little Creatures Pale Ale
Wine	2 Bancroft Bridge red wines 2 Bancroft Bridge white wines
Soft Drink	Coke Coke Zero Sprite Lift Creaming Soda Soda Water Orange Juice



## 1. Confirmation & Deposits

- 1.1 Bookings are confirmed once the club has received the deposit amount and signed terms and conditions by the due date specified in the booking agreement.
- 1.2 A non-refundable minimum deposit amount is calculated as 10% of total invoice amount.
- 1.3 If venue hire is required inside 10 days of the initial contract, full prepayment amount may be requested
- 1.4 Deposit and final payment amounts can be made by cash, EFTPOS at Gladstone Events Centre. Or via credit card, electronic funds transfer or account.

## 2. Payment

- 2.1 Final payment to The Gladstone Events Centre is required 10 days before your event for all associated costs. Additional charges incurred during your scheduled event can be invoice after completion of your event if;
  - (a) An account has been established with your Events Manager. Account applications must be received 21 days prior to the commencement of your event unless otherwise advised.
- 2.2 If an account has been approved, The Gladstone Events Centre will provide you with an invoice for additional extras.
- 2.3 Advantage Plus privileges do not apply to conference bookings.

## 3. Event Details

- 3.1 You are required to provide The Gladstone Events Centre in writing with particulars of all venue requirements, beverages, catering & number of attendees, technical equipment required, room layout, start and finish times, meal times, accommodation requirements in relation to your event and the number of attendees for your event. These details are required at least 10 days prior to your event date.
- 3.2 Confirmation of minimum numbers is required 10 days before the event commences, if no amendments are received verbally or via email the contracted numbers apply. Should numbers be increased the venue requires a minimum of 3 working days notice for catering purposes.
- 3.3 Any materials that you propose to present must be received 3 days prior to event date.
- 3.4 All attendees must leave the designated function space at contracted event finish time. Should you need to extend your finish time, please see your Event Manager.
- 3.5 Should you opt to confirm any additional event bookings, catering or beverages and this is received by the Club, these items will be considered as an addition to your agreement and will be bound by these terms and conditions.

## 4. Charges For Reduced Catering Numbers

- 4.1 Changes to catering numbers will not affect your agreement if received in writing 10 days prior to your event.
- 4.2 At 10 days and under, contracted numbers stated in your agreement will apply and will be charged.

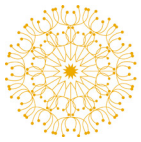
## 5. Substitution of Function Rooms

- 5.1 Gladstone Events Centre may assign you to another area to hold your function in the event that the area or room originally designated to your event is unavailable for any reason or the area is deemed inappropriate for use should attendee numbers be significantly reduced.
- 5.2 If attendees are reduced within 10 days prior to your event and a smaller room is deemed more suitable the original agreed room hire fee will remain applicable.
- 5.3 Should numbers be reduced 10 days prior to the commencement of your event and The Gladstone Events Centre deems a smaller room more suitable the room hire fee stated in the agreement will be amended.

## 6. Event Cancellation/Postponement

- 6.1 All cancellations must be confirmed in form of written correspondence. In case of the event being cancelled the following terms are applicable;
  - (a) Over 30 days prior to event date the deposit can be transferred to a future booking within the same calendar year.
  - (b) Should the booking be cancelled between 10 - 30 days of the event date your deposit amount will be forfeited.
  - (c) Should the booking be cancelled within 10 days of the event date 50% of the total invoice amount is payable to Gladstone Events Centre.
  - (d) Should the booking be cancelled within 3 days of the event date 100% of the total invoice amount is payable to Gladstone Events Centre.
  - (e) The deposit amount is a non-refundable payment.





**7. Conduct of the Event**

- 7.1 Your event must be conducted in a lawful manner; The Gladstone Events Centre holds the right to terminate your event if the venue reasonably believe that your event is not being conducted in an orderly and lawful manner.
- 7.2 The Gladstone Events Centre takes no responsibility for any costs, damages or expenses that you may incur as a result of the termination of your event.
- 7.3 The Gladstone Events Centre may exclude or remove any attendees or possessions from your event or from our premises.
- 7.4 No food or beverages other than those provided by the Club will be permitted in any of the function areas without the consent of a representative of the club.
- 7.5 Nothing is permitted to be nailed, screwed or adhered to any part of the event space unless the venue has granted prior permission.
- 7.6 Any items left behind will be stored for 14 days after your event, once notified you must collect all items.
- 7.7 Property of Gladstone Events Centre and Mantra Gladstone must be used in a correct manner, should there be any faulty equipment in use, a venue representative must be notified immediately.

**8. The Club Waivers Responsibility For**

- 8.1 Theft, damage or loss of any goods brought onto premises
- 8.2 The Club is not responsible for any theft damage to any goods that may occur within the Hotel, Events Centre or Carpark.

**9. Rates & Prices**

- 9.1 Rates /prices for any food & beverage or other associated costs are subject to change without notice.

**10. Club Policies**

- 10.1 All attendees are required to adhere to the clubs houses policies, this includes dress code standard whilst outside of the Function area.

**11. Additional Terms**

- 11.1 Unless otherwise agreed, the party whom signs these terms and conditions will be responsible for full payment of the event charge. Alternately the party must provide the Event Coordinator written authorisation from the third party whom takes responsibility of payment.

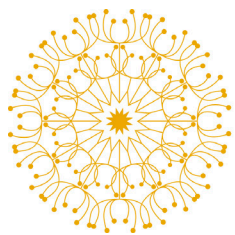
I hereby acknowledge that I have read and agree to all function terms and conditions as outlined by the Gladstone Events Centre & Mantra Gladstone:

Print Full Name: .....

Signature: .....

Date: .....

Please return the signed terms and conditions to Yaralla Sports Club either in person or by email to [events@gladstoneeventscentre.com.au](mailto:events@gladstoneeventscentre.com.au)



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