

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

e. 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.

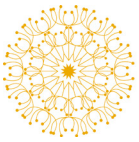
The Club also has a total of six conference rooms from boardrooms for small meetings through to the purpose built Events Centre suitable for large conferences, gala dinners, product launches and exhibitions.

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

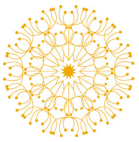
A tailored floor plan will be created to reflect your final layout.

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

42m²

Full day | \$400

Half day | \$300

Per hour | \$150

Meeting Room 3

30m²

Full day | \$400

Half day | \$300

Per hour | \$150

Events 4

398m²

Full day | \$1000

Half day | \$750

Events 5

148m²

Full day | \$600

Half day | \$400

Events 6

546m²

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

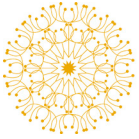
AV and sound

Wireless microphones

Whiteboard

Banquet - 370pax | Cocktail - 410pax

All inclusions in Events 4 and 5



Full Day

Option 1

(minimum 10 attendees)

Half Day (4hrs or less)

\$120.00p/p

\$80.00p/p

Inclusions

Flip chart & markers
Notepads, pens & mints
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

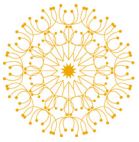
Lunch Selection

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

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

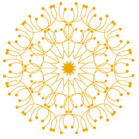
Select for morning or afternoon

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

\$130.00p/p

Half Day (4hrs or less)

\$90.00p/p

Inclusions

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

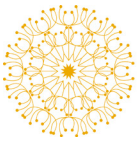
Pumpkin, caramelised onion & goats cheese tarts
Assorted mini quiches
Beef wellington puffs
Asian Peking duck filled crepe
Lamb samosas with fresh mint dipping sauce

Lunch Selection

Working Lunch

Select two of the following

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



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

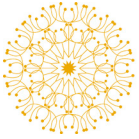
Desserts

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

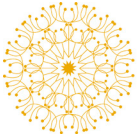
Salads

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

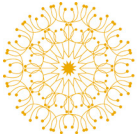
Roasted beef sirloin with mustard & garden herbs
Leg of lamb with garlic & rosemary
Honey-glazed pork leg with crackling & apple sauce
Whole roast chicken with sage & onion stuffing

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

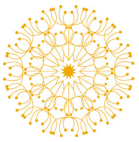
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Whole roast chicken with sage & onion stuffing

All Served With

Steamed rice
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Mixed seasonal vegetables
Chefs' selection potato dish
Condiments & jus

Dessert

Our pastry chef's selection of desserts
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A selection of Australian cheese with crackers

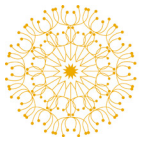


Platter menu

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

Hot Canapés

Select a minimum of three

Dessert Canapés

Cold Canapés

Select a minimum of three

Hot Canapés

Select a minimum of three

Dessert Canapés

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

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

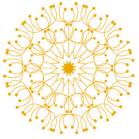
Fruit skewers with honey yoghurt
Assorted mini tarts
Assorted chocolate truffles

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

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

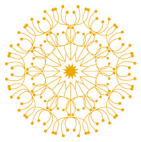
Mini eclairs
Mini cup cakes
Mini slices



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.

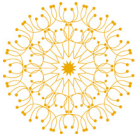
Cash on Consumption

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	150 Lashes Heineken Hahn Superdry 3.5 XXXX Gold
Bottle	5 Seeds Crisp Apple Cider Somersby Pear Cider
Wine	2 Vivo red wines 2 Vivo 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

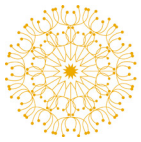
- 4.1 Changes to catering numbers will not affect your agreement if received in writing 10 days prior to your event.
- 4.2 At 10 days and under, contracted numbers stated in your agreement will apply and will be charged.

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.

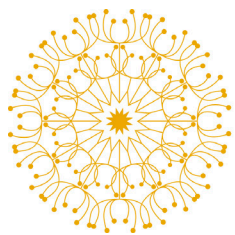
I hereby acknowledge that I have read and agree to all function terms and conditions as outlined by the Gladstone Events Centre & Mantra Gladstone:

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



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