

THE
MAWSON CLUB
Functions

Event Packages
Available

Life celebrations
Private events
Conferences



THE
MAWSON CLUB



THE GARDEN BAR
MAWSON CLUB | CANBERRA



CITRUS CAFE

THE
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Functions

Situated in the leafy suburb of Mawson in Canberra's south. The Mawson Club remains one of Canberra's most popular and stylish bespoke function venues featuring both indoor and outdoor spaces as well as a stunning private function room.

Event packages in

Section 57

★ **Venue hire \$250**

(Minimum spend required)

4 hours exclusive venue occupation

Early access

Floor arrangement help

Audio visual, sound system and equipment hire

Bartender(s)

Cleaning

★ **Food options**

★ **Bar tab or cash bar**

\$250 non-refundable booking fee taken
at time of booking to secure room.
(Minimum spend required - \$2500)

Event Packages in

Blue Note Lounge or The Garden Bar

★ **Venue hire \$250**

(Minimum spend required)

4 hours venue occupation

Early access

Floor arrangement help

Audio visual, sound system and equipment hire

Cleaning

★ **Food options**

★ **Bar tab or cash bar**

\$250 non-refundable booking fee taken
at time of booking to secure room.
(Minimum spend required - \$2500)

Dietary requirements can be catered for. Please let the Functions Manager know when making your booking of any special dietary requirements.

mawsonfunctions@raidersgroup.com.au



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CITRUS CAFE



Section 57

A boutique private function setting in the heart of Mawson. Turn on the fire place to set the mood turn up the music to get your guests dancing the night away. The perfect space no matter what the occasion.

Food Options

- Platters

\$250 non-refundable venue hire taken at time of booking.

180pax inside and out. 125 standing, 70 seated.

Room only rate (No staff)

- 1/2 day - 4hrs or less \$350
- Full Day 9am - 4:30pm \$650



Blue Note Lounge

Offers a large open space with fire place and big screen television, roped off for your private function this space is ideal for those wanting access to the remainder of the club during your function.

Food Options

- Platters

\$250 non-refundable venue hire taken fee at the time of booking.

120-150pax.



THE GARDEN BAR
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The Garden Bar

One of Canberra's first outdoor bars. A magnificent out door space with a fire place and radiant heating for winter functions or enjoy the summer breeze with a casual dining event.

Food Options

- Platters

The Garden Bar's bar is currently unavailable. Instead **Heard Street Bar** will be available for use and a bar tab can be set up – this is a fully stocked bar

\$250 non-refundable venue hire fee taken at the time of booking.

80pax.

Boardroom

\$80 4/hr or \$200 a day

10pax.

Food Options

Platters • Platters • Platters

Platters

All platters are sized for approximately ten people

Basic Selection Hot Food \$160

- Mixed gourmet pies
- Sausage rolls
- Spring rolls (V)
- Samosa (V)
- Fish bites

Sandwich & Wrap \$140

- Tuna
- Ham, cheese and tomato
- Curried egg and lettuce (V)
- Chicken Caesar
- Grilled vegetable (V)

Dessert \$130

- Cakes
- Slices
- Assorted Muffins
- Macarons
- Chocolate mousse

Fruit \$110

A mix of seasonal fruit

Pastry \$130

Chefs' selection of Danishes and mixed pastries

Antipasto \$150

- Prosciutto
- Salami
- Ham
- Vegetable
- Selection of 3 Dips

Meat & Cheese \$180

- Prosciutto
- Salami
- Ham
- Brie Cheese
- Blue Cheese
- Hoummas



Premium Selection Platter

Select 6 of the following items \$35pp

- Tandoori chicken skewers
- Lamb cutlets with rosemary and balsamic glaze (GF)
- Caramelised onion and goats cheese croquettes (V)
- Crumbed prawn cutlets
- Peking duck spring rolls
- Thai vegetable spring rolls (V)
- Sun-dried tomato and basil arancini calls (V)
- Spicy buffalo chicken wings (GF)
- Spinach and ricotta triangles (V)
- Gourmet pies
- Rice paper rolls (GF)

ADD

Dessert \$5pp – Select 1

- Chefs' cake selection
- House made mousse
- Chocolate eclairs
- Profiteroles

Conference in Section 57

ROOM HIRE ONLY

\$350 up to 4 hours

\$650 Full Day 9am-4:30pm

Beverage List



On Tap

- Carlton Draught
- Great Northern Super Crisp (Mid Strength)

Packaged

- Cascade Light
- Bundy & Cola
- JD & Cola
- Jim Beam & Cola
- Guinness
- Corona
- Great Northern Zero
- Brookvale Ginger Beer
- CC & Dry
- Strongbow Original Cider
- Vodka Cruisers
- Brookvale Gingerbeer
- Hard Rated - Sugar free lemon lime
- Billson's Fruit Tingle

Wine

Red

- Rothbury Estate Shiraz Cabernet
- Zilzie S23 Cabernet Merlot

White

- Zilzie S23 Sauvignon Blanc
- Upsidedown Rose
- Rockridge Riesling
- Rothbury Chardonnay
- Eden Road Pinot Gris

Sparkling

- Rothbury Sparkling
- Aurelia Prosecco

Spirits & Liqueurs

- Southern Comfort
- Jim Beam White Label
- Jack Daniels Black Label
- Smirnoff Vodka
- Canadian Club
- Johnnie Walker Red label
- Tanqueray Gin
- Cointreau
- Bundaberg Rum
- Bacardi
- Chatelle Brandy
- Tia Maria
- Kahlua
- Baileys
- Midori
- Malibu
- Frangelico
- Captain Morgan

Non-Alcoholic Beverages

On Tap

- Coke
- Coke no Sugar
- Lift
- Sprite

Packaged

- Mount Franklin Sparkling
- Orange Juice
- Pineapple Juice
- Apple Juice
- Cranberry Juice
- Great Northern Zero
- Wines on request

For events in Citrus Café, Blue Note & The Garden Bar
Heard Street Bar will be available for use and
a bar tab can be set up – this is a fully stocked bar

Frequently Asked Questions

FAQ

When can I access the venue?

A standard 60 minutes prior to and 30 minute post function will be allowed for client to set up and pack down, date and time will be agreed upon with management.

Do I need to organize security?

If your event is considered "high risk" event i.e. on 18th through to and including 21st we will organize the security for the night for an additional cost of \$350.

Can I bring external food, drink or celebratory cake?

No external food or beverage is allowed on the premise. The venue holds an ACT liquor license permit, all food and beverages will be provided by us. You can bring a celebratory cake at no charge. However if you would like it cut to platter a \$2pp cake will apply.

How can we play music?

We have a sound system that you are able to connect to a spotify account. Otherwise you are more than welcome to organize your own DJ or Band.

How to secure the date, can I change the date?

A tentative booking can be made & held for 7 days, however your booking is only confirmed upon deposit received.

Non-refundable \$250 deposit. Changing date is upon availability.

When do we have to pay the full amount?

There is a \$250 non-refundable deposit to secure your booking and we require full payment of food 14 days prior to the function date.

Can I decorate?

Yes, however use of glitter, rice or hard to clean items will incur a \$100 cleaning fee. This will also be applied in all circumstances where an outside cleaning service is required. We ask that you do not use adhesives that will damage function surfaces.

Can I set up a smoke machine?

No, as this will set off the clubs fire alarms and a \$500 call out fee will be charge to your function for the system reset.

THE MAWSON CLUB

Functions Booking Form

Function name: _____

Date of Function: / /

Expected number of guests: _____

Function start time (4hr room booking): _____ Finish time: _____

Function type: _____

Function space: ☐ Section 57 ☐ Blue Note Lounge ☐ The Garden Bar ☐ Boardroom

Service type: ☐ Platters

*Food orders required 12 days prior to event / /

Beverage option: ☐ Bar tab ☐ Cash bar

Food Delivery times: _____ Dietary Requirements: _____

Contact name: _____ Membership No: _____

Contact telephone number: _____

Email: _____

Address: _____

How did you hear about us? _____

AV Equipment: ☐ TV ☐ Microphone ☐ Lectern

PAYMENT - \$250 non-refundable room hire fee

☐ **18th/ 21st Birthday security requirement \$350**

Payment method

☐ Cash

☐ EFTPOS/Credit card

☐ Invoice

I have read and understood the terms and conditions and by signing this document agree to be bound by them.
A completed and signed booking sheet and the non- refundable deposit are required to confirm all function bookings.
The Mawson Club reserves the right to cancel any tentative bookings not confirmed within 7 working days.

All correspondence can be emailed to mawsonfunctions@raidersgroup.com.au

Signed: _____ Date: _____



**THE
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Ph: (02) 6286 1600 • mawsonfunctions@raidersgroup.com.au

Heard St, Mawson ACT 2607 • www.raidersgroup.com.au • Find us on Facebook

Functions Terms and Conditions

1. **Tentative Bookings**
 - o Event bookings will be considered tentative for 7 days until the booking form is completed and deposit payment has been received.
2. **Deposit and payment**
 - o The client is required to make a non-refundable deposit payment of \$250 to secure their event reservation.
 - o By making the deposit payment you acknowledge you would like to hold your function at The Mawson Club according to the required minimum spend for your function space.
 - o All food must be paid in full 14 days prior to function date or event may be cancelled.
 - o Bar tabs must be paid in full before leaving the building the night of the function and credit card surrendered to the Duty Manager until bar tab is paid.
 - o All bonds must be paid in full 7 days before the function date.
 - o All 18th through to 21st Birthday parties are required to pay \$350 for a security guard for 3 hours, and a \$1000 bond.
 - o **Minimum number of 20pax for all catered functions**
3. **Cancellation**
 - o In confirming the booking and making the deposit payment the client acknowledges and accepts the terms of our cancellation policy
 - o The case of the client cancelling their event within 1 month of in the function date no refund of the deposit will be made but any additional payments towards the function will be refunded.
 - o In the case of the client, cancelling their event within 7 days
 - o Cancellations made 7 days or less prior to function date will not only forfeit 100% of deposit but will also be required to pay 100% of estimated food costs. Bonds however will be refunded once these cancellation fees have been made in full.
 - o Any pre-paid bar tabs will be fully refunded with a cancellation up to 3 days prior to the event. Any cancellation after this time will forfeit \$150 of that bar tab.
4. **Event Minimum spend/Minimum Numbers**
 - o A minimum spend of \$2500 and/or minimum numbers apply to the function spaces at The Mawson Club. These may vary depending on time, day or season of the event.
 - o **Minimum spend is based on full paying adults**
 - o Should your event numbers fall below our required minimum, please ask us about alternative package options, or in some cases a room hire fee may apply.
5. **Surcharges**
 - o Should your function extend past 4 hours a room hire a surcharge minimum of \$200 may apply
 - o Surcharges will be advised and added to all event quotes where applicable
 - o \$100 cleaning fee will be incurred for use of glitter or where a third party cleaning company is needed to be called in.
 - o Use of smoke machines is NOT allowed and will incur a \$500 call out fee for the fire brigade to re-set the system.
6. **Conduct**
 - o The Mawson Club adheres to Responsible Service of Alcohol at all times this includes during private functions.
 - o The Mawson Club reserves the right to refuse service to any patron at management discretion.
 - o **Any person's found drinking under the age of 18 in a function will cause the immediate shut down of that particular function, with no refunds being issued.**
 - o Any person's caught bringing alcohol or contraband into the venue will be asked to leave immediately and may lead to the function being shut down at management's discretion, with NO refunds being issued.
7. **Catering Information**
 - o To achieve the highest standard of service and make your function as successful as possible we require all food choices and numbers confirmed in writing no later than
 - o 14 days prior to the function date, including any dietary requirements.
 - o Decrease in numbers after written confirmation has been received will be charged at the higher rate.
 - o The Mawson Club can cater to any special dietary requirement please make these details clear when confirming numbers 14 days prior to function date.
 - o Any final details on room set up will also be required no later than 7 days before the function date.
8. **Bar Tabs**
 - o Bar tabs are available for your event. The organisers' credit card will need to be handed to the Duty Manager on the night and paid for before exiting The Mawson Club or pre-paid prior to the event.
9. **Cakeage**
 - o The Mawson Club and all staff do not take any responsibility for damage or loss of cakes held/left at the venue
 - o \$1pp cakeage applies to cake cut to platter.
10. **Food**
 - o Under no circumstances is food to be brought into The Mawson Club with the exception of a cake.
 - o The function manager must be advised prior to the event that a cake will be brought to the event.
 - o Cakeage charges may apply.
 - o The Mawson Club will not serve alcohol at any function unless catering has been ordered.
 - o Lolly stations will incur a per head charge of \$2.00
11. **Audio Visual**
 - o If hiring audio visual equipment, the client must provide a computer and any required adapters for VGA/HDMI/USB input. Please see event manager for details
 - o The Mawson Club recommends booking a time to test your AV equipment (by appointment only, or before the start of your function).
12. **Prices**
 - o The Mawson Club guarantees a function quotation for one (1) month. While we strive to keep prices down every day rising costs can lead to price increases. The Mawson Club will notify you beforehand if this was to occur.
13. **Licensing**
 - o Due to strict licensing laws and ongoing commitment to the community, we are required to remind you of the following:
 1. Liquor will not be served to minors (under 18 years of age).
 2. Any persons under the age of 18 must be accompanied by a parent or legal guardian.
 3. No intoxicated persons will be admitted to the venue.
 4. Intoxicated persons will be refused the service of liquor.
 5. All amplified noise to be monitored and kept below legal limits.
 6. All guests attending a function must carry ID.