



FLAGSTAFF HILL Golf Club Inc

Memford Way, Flagstaff Hill, South Australia 5159

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RE: CONFERENCE FACILITY DETAILS

Thank you for your enquiry to hold a seminar, at our Club. The Flagstaff Hill Golf Club offers an exclusive venue to hold business seminars, conferences and training sessions, with the ability to cater for groups from 10 to 150.

Our flexible function room, overlooking the picturesque golf course, provides privacy and comfort along with a tranquil setting. The room divides into 1/3 or 2/3 of it's total capacity enabling private meetings of all sizes.

In addition we may be able to arrange lunch to be served in our members bar.

Our professional staff will liaise all the details for your event & arrange for room settings to your specific requirements. The following items are available by prior arrangement:

- Tea / coffee facilities
- Lunch (casual or formal) or dinner (formal or cocktail)
- Microphone & lectern
- Projection screen
- White boards
- Private bar facilities
- Hire of any other audio visual equipment
- Separate area for meals if required (depending on total numbers)

Please find an overview of costs to follow. I look forward to being of assistance to you and gladly offer further quotation to suit your specific requirements.

Yours sincerely

Julie Gregg

Julie Gregg
Function Coordinator

CONFERENCE FACILITY DETAILS

Seminar

- Room Hire & set up – to your requirements. One section of our venue.
- White board & Projection screen if required.
- Tea and coffee on arrival
- Tea, coffee & biscuits for morning tea.
- Tea, coffee & biscuits for afternoon tea.
- Chilled water and glasses to tables

Total: \$12.00 pp (minimum charge of \$250.00) per day. **(\$8.00 pp for ½ day, min. \$170)**

The following will be extra to the above quotation:

- Supply of any other equipment such as overhead projector, power point display unit
- Any other drinks from our licensed bar
- Lunch (refer below)
- Hors d'oeuvres to follow the completion of your seminar: \$6.00 pp
- ½ sandwich per person (plattered for self serve): \$2.50 pp, per break required
- Scones, jam & cream (or Danish pastries) \$4.50 per break required
- Muffins \$4.50 per person per break required
- Cake: \$2.00 pp, per break required
- Orange juice \$14.00 per jug

Lunch Quotation

Option 1 - (available for a maximum of 20 guests)

All guests to order at morning tea break from our "Lunch / Snacks Menu" (see attached publisher document)

You are welcome to reduce this menu to suit your budget prior to offering it to guests for ordering.

Option 2 - \$12.00 per person

Self serve hot savoury buffet style lunch to include:

Pies	Pasties	Quiche Lorraine
Spring Rolls	Vol-eu-vents	

Option 3 - \$9.50 per person

A selection of gourmet open faced sandwiches, served on mixed rye breads, topped with cold cuts & mixed salad

Option 4 - \$7.00 per person

Fresh baguettes, filled with assorted cold cuts & mixed salads.

Option 5 - \$11.50 per person

Quiche Lorraine, 2 assorted salads & seasonal fruit platters.

Additional bowls of tossed salad - \$2.50 p/p

Additional seasonal fruit platters - \$2.50 p/p

Cheese & biscuits platter - \$5.00 p/p

SNACKS

Pre made sandwiches \$4.20

Sandwiches to order
(2 fillings) \$4.40

- Additional fillings .50
- Avocado 1.00
- Toasting .60
- Chips extra \$2.00

Baguettes \$7.00

Bacon & egg toasted sandwich \$6.00
• With chips \$8.00

Steak burger with chips \$9.00

Hamburger with chips \$8.00

Bowl of chips (small) \$3.50
(large) \$6.00

Seasoned wedges \$7.00
(with sweet chilli & sour cream)

Asian Snack \$7.00
(mini dim sims, spring rolls, samosas
with prawn crackers)

Dim Sims Large x (4) & soy sauce
\$4.00

MEALS

Bacon & eggs on toast with salad \$8.50
• With chips \$9.00

Salad plate \$5.50
(lettuce, tomato & cucumber)
• Cheese extra .50
• Egg extra 1.00
• Ham extra .50
• Avocado extra 1.00

Combination salad plate \$8.00

Crumbed fish, chips & salad \$12.50

Grilled barramundi fillet & salad \$12.50

Chicken schnitzel
• Pepper, mushroom or
Dianne sauce \$12.50
• Parmigiana \$14.00

Chicken Club sandwich \$12.00
(Crumbed breast, bacon, salad & special sauce)

Curry of the Day \$12.50

Effective 12th May 2008

**This menu option is ONLY available for a
maximum of 20 guests**