



Tweed Ultima

CONFERENCE ROOMS

www.tweedultimafunctionscentre.com.au

Ultima Conference Centre Pty. Ltd.

FUNCTION & CONFERENCE CENTRE

20 STUART STREET TWEED HEADS

WEDDING INFORMATION GUIDE

Venue Hire Prices

WEDDING CHAPEL - \$850.00 for 2 hours

The wedding chapel is located just outside the Tweed area at Corabi; it is approximately 10 minutes drive from Tweed Ultima Apartments.

This beautiful chapel overlooks a huge lily pond in a tremendous garden setting

Hire includes red carpet, 80 seat capacity for guests, cordless Microphone and CD player, registry table dressed with two Chairs.

If you require more seating, a seating area can be arranged outside of the chapel and will cost \$4.00pp extra.

ULTIMA ROOM - \$500.00 Full Day Hire

This room is suitable for Cocktail Receptions for up to 100 guests and small weddings of up to 80 guests seated on round tables

Included in the hire fee is Microphone & CD Player, all table cloths required, napkins, Bridal & Cake Table, Gift table & Guest Book Table.

When booking a Cocktail Reception seating tables are replaced with hi bar tables and stools

THE GRAND ROOM - \$1000.00 Full Day Hire

This room is suitable for Cocktail Receptions for up to 400 guests and weddings of up to 200 guests seated on round tables.

Included in the hire fee is Microphone & CD Player, all table cloths required, napkins, Bridal & Cake Table, Gift table & Guest Book Table.

When booking a Cocktail Reception seating tables are replaced with hi bar tables and stools.

EXTRA HIRES

Chair Covers and your choice of colored sash	\$ POA
Centre Pieces - Assorted range	\$ POA
Entertainment DJ (six hours)	\$ POA

Please ask our friendly staff for any other requirements you may have. We have a large selection of AV equipment and lighting to make your function even more spectacular.

ACCOMMODATION

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Tweed Ultima Holiday Apartments overlooking the sparkling blue waters of the Southern Gold Coast and Tweed.

Tweed Ultima offers luxury air conditioned one, two and three bedroom fully self contained apartments with great views of the coast, waterways or Tweed Valley.

We have a Bridal suite available in one of the beautifully appointed pent houses.

All guests attending your function receive discount rates for accommodation at Tweed Ultima. Ask our staff how to book your accommodation and receive our package discounts.

Available in the Tweed Ultima complex is a fully managed Gym and you and your guests staying at Tweed Ultima can get temporary membership during your stay

Included in your accommodation package is breakfast served every morning between 7am and 11am.

Cocktail Reception

Cocktail Reception - minimum 50 guests \$29.50pp
(Public Holiday surcharge \$2.00pp)

**A selection of hot and cold cocktail snacks of your choice
will be served to your guest over a two hour period**

Please select 10 cocktail items

Crumbed Chicken Strips, choice of plain, lemon or sweet chilli
Fish Goujons
Petite Sausage Rolls
Mini Savory Puffs
Ricotta & Spinach Rolls
Vegetable Spring Rolls
Mini Gourmet Pies
Chicken Satay Skewers
Marinated Chicken Wings
Mini Assorted Quiches
Mini Italian Pizza
Potato Wedges with Sour Cream & Sweet Chilli
Cheese Platter & Water Crackers
Assorted Dips Platter & Water Crackers
Mini Tomato & Basil Bruschetta
Crumbed Calamari Prawn Cutlets
Fried Dim Sims
King Prawn Skewers
Assorted Sushi Rolls
Thai Fish Cakes & Dipping Sauce
Prosciutto & Melon Wrap
Vienna Bread Slices with Salami
Smoked Salmon & Avocado on Crostini Bread

Use your wedding cake as dessert. We will supply you with cake table, knife, plates and paper napkins at no extra charge. Alternative for an extra \$14.00 pp we can supply cocktail desserts with Tea & Coffee

BUFFET MENUS

Please note the Buffet price includes Buffet Dessert & Coffee/Tea You may swap the Dessert Buffet for Cocktail Entrees on arrival for your guest and you can use your Wedding Cake for the Dessert course

TENDER ROAST BUFFET—\$47.90 PP

Select two roast meats from the following options. This selection accompanied by fresh roasted vegetables, bread & butter

Roast Beef
Roast Pork
Roast Lamb
Honey Glazed Ham
Roast Chicken

Select three salads from the following options

Fresh Garden Salad
Caesar Salad
Potato Salad
Coleslaw
Greek Salad
Pasta Salad
Waldorf Salad

Dessert Buffet includes a selection of cake slices, truffle, fresh fruit platter and cheese platter. Freshly brewed coffee and tea will be served with the Dessert Buffet

Seafood Buffet - \$65.00 PP

Hot Buffet

Grilled Barramundi
Pan Fried Atlantic Salmon
Salt & Pepper Calamari
Fish Goujons
Steamed Mussels
Chilli Scallops
Steamed Rice
Stir Fry Vegetables

Cold Buffet

King Prawns
Oysters
Honey Glazed Ham
Roast Beef
Roast Chicken Pieces
Fresh Garden Salad
Coleslaw
Greek Salad
Potato Salad
Bread & Butter

Dessert

Dessert Buffet includes a selection of cake slices, truffle, fresh fruit platter and cheese platter.

Freshly brewed coffee and tea will be served with the Dessert Buffet

Standard Buffet—\$59.50 PP

HOT BUFFET

Roast Beef or Roast Pork
Roast Lamb or Roast Chicken
Sweet & Sour Pork or Plum Pork
Thai Green Curry Chicken & Vegetable
Beef Stroganoff
Grilled Fish
Roasted Vegetables
Stir Fry Vegetables
Steamed Rice
Vegetable Bake

COLD BUFFET

Honey Glazed Ham
Variety of Small goods
Fresh Garden Salad
Greek Salad
Coleslaw
Potato Salad
Pasta Salad

DESSERT BUFFET

Dessert Buffet includes a selection of cake slices, truffle, fresh fruit platter and cheese platter.

Freshly brewed coffee and tea will be served with the Dessert Buffet

Tropical Buffet - \$49.50 PP

On arrival of your guest hot and cold savories will be served to your guest in a cocktail style format.

Buffet

A selection of cold meats presented on decorated platters

Seeded Mustard Glazed Roast Beef
Honey Glazed Ham
Roast Chicken
A selection of Small goods
Fresh Garden Salad
Coleslaw
Potato Salad
Pasta Salad

To include fresh prawns and oysters to the buffet add an extra
\$16.90PP

Dessert

Dessert Buffet includes a selection of cake slices, truffle, fresh fruit platter and cheese platter.

Freshly brewed coffee and tea will be served with the Dessert Buffet

WINE SELECTION

CHARDONNAY SELECTION

Sommersault Chardonnay	\$20.00
Imprint Chardonnay	\$26.50
Element Range Chardonnay	\$32.50
Cockatoo Ridge Chardonnay	\$28.50

SPARKLING SELECTION

Sommersault Sparkling	\$20.00
Taltarni Sparkling	\$35.50
Cockatoo Ridge Sparkling	\$28.50

SAUVIGNON BLANC SELECTION

Sommersault Sauv Blanc Sem	\$20.00
Imprint Sauv Blanc Sem	\$26.50
Taltarni Sauv Blanc Sem	\$35.50
Cockatoo Ridge Sauv Blanc	\$28.50

CABERNET MERLOT SELECTION

Sommersault Cab Merlot	\$20.00
Imprint Cab Merlot	\$26.50
Cockatoo Ridge Cab Merlot	\$28.50

MERLOT SELECTION

Element Range Merlot	\$32.50
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SHIRAZ SELECTION

Sommersault Shiraz	\$20.00
Imprint Shiraz	\$26.50
Element Range Shiraz	\$32.50
Taltarni Shiraz	\$35.50
Cockatoo Ridge Shiraz	\$28.50

RIESLING SELECTION

Element Range Late Harvest	\$32.50
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INFORMATION & CONDITIONS

**This information is for Functions, Meetings, Conferences,
Seminars, Banquets and Trade Shows.**

Thank you for choosing our Function and Conference facilities for your event. The following information provides a guide line to our services and we look forward to providing alternatives to suit your individual requirements.

Our mission is to provide the highest quality of service and knowledge to make your event even more spectacular. In order to achieve this expectation, the following terms and conditions have been designed to ensure your event runs smoothly. It is essential that an appointment is made with one of our friendly function coordinators to arrange the accurate details and needs for your function.

TENTATIVE BOOKINGS

Tentative bookings must be confirmed as soon as possible and will be held for 14 days unless other arrangements are made. If confirmation is not received, the venue will be released for other booking with out further notice.

CONFIRMATION

A deposit is required at the time of the confirmation for all function bookings. The deposit required is subject to the nature of the function And you will be advised by our friendly staff of the amount at the time Of your booking.

ROOM HIRE

Room hire are advised in each of the function packages. These hire prices may vary without notice if your event requires added requirements. The room hire fee may be required as a deposit when booking your function.

MENU

Please confirm your menu and beverage selection at least 14 days before your event. Short notice bookings may be accommodated subject to availability. We are happy to cater for those with dietary or special eating conditions, however prior arrangements are essential to allow for menu changes.

FINAL ATTENDANCE

Attendance numbers must be finalized at least three working days before the function. At the discretion of management you may be charged a fee if numbers are reduced greatly prior to the function. Some catering packages have a minimum amount of guests required.

PAYMENT

All catering, entertainment, equipment, estimated bar usage, hire fees, and other associated costs are to be paid three working days prior to the function. Final beverage and other outstanding costs are to be paid at the conclusion of the function. Cash or Credit Cards are acceptable, Cheques will only be accepted with prior notice.

Accommodation booked at Tweed Ultima Holiday Apartments must be paid under their guidelines.

PRICES

Catering prices are current at the time of the quotation but may be subject to revision at management discretion to meet rising costs. Upon receipt of written confirmation and deposit, fixed prices will be confirmed in writing. Children aged between 5 and 12 are charged at half of the adult rate, children under 5 do not attract a charge.

SURCHARGE

A surcharge may be applicable for events held on Sunday and Public Holidays.

FOOD AND BEVERAGE

No food or beverage is to be brought onto premises with the exception of festive cakes under the prior arrangements with the function coordinator. Instructions on storage, display and service of the cakes are necessary. No liability is taken for cakes brought onto the premises. All food not consumed with the exception of festive cakes remains the property of the function centre.

ENTERTAINMENT

Assistance with the organization of entertainment can be provide by speaking to our friendly staff. All entertainment must be approved by our function coordinator. All entertainers must complete an agreement with the function centre agreeing to sound limits and finishing times, which includes load in and load outs. Meals will be supplied to your entertainers at no extra charge, conditions apply.

EXTENDED HOURS

Additional fees may apply if your function exceeds the agreed closing time. All Liquor sales and consumption must finish at 12am. The management has the right to refuse extending the function time.

SECURITY

At request we can arrange security guards at your function. This will be an additional cost to the venue hire fee.

CLIENT RESPONSIBILITY

It is your responsibility to ensure that all attendees behave in an orderly manner during the event. Guests are expected to comply with behavioral codes of the function centre including responsible service of alcohol codes. Any guest found to be in breach of these codes will be removed from the function. Any damage causes to the function centre will be the responsibility of the client.

ADVERTISING

All signage, logo's, printed material, audio visual displays must be approved by the function coordinator before it can be used.

CANCELLATION

Any function cancelled before 30 days will receive full deposit refund if another function has been booked for that day. Cancellations under 30 days will loose there deposit.

CONFIRMATION SLIP

NAME; _____

PHONE HOME; _____ MOBILE; _____

EMAIL; _____

POSTAL ADDRESS;

DATE VENUE REQUIRED; _____

FUNCTION TYPE; _____

DEPOSIT TO BE PAID \$ _____

I acknowledge that I have read and understand the general terms and conditions contained herein.

Signed; _____ Date; _____

The above confirmation slip should be filled in and returned with the required deposit to secure the function date nominated.

Give your confirmation in person to our function coordinator or mail it to;
Function Centre, P.O. Box 2248 Surfers Paradise 4217