




willow & ivie

PRIVATE FUNCTION PACKAGES

Alternating dishes

(2 course \$75+pp, 3 course \$90+pp, \$7+pp cakeage)

Entrée

Gnocchetti, local mushroom, cep powder, parmesan foam

Potato roll, kofta lamb, labneh, micro salad

Butternut squash, risoni feta, herbs

Prociutto croquet, black garlic and chives with micro salad

Main

Braised beef cheek, potato puree, artichoke chips, wilted greens, pickle mustard demi glaze

Porchetta, celeriac puree, jus, garlic beans

Barramundi, emon caper butter emulsion, herb kipfler potato, green beans

Thyme roasted chicken, scallop potato, butter jus, broccolini

Dessert

Clementine, meringue, vanilla, mascarpone, citrus oil

Banoffe Danish, caramel, chocolate, coffee, almond praline

Hazelnut millefoglie, vanilla ricotta

Lemon and bay leaf broke phyllo cake, double thick cream

*Any advised dietary requirements will be catered for accordingly

*Menus can be adjusted and changed to suit budgets and personal tastes

*Some protein items may increase the price slightly depending on market value at the time

Canapé Samples

(Guide \$60pp+ for 5 items \$70pp+ for 7 items - minimum numbers do apply)

Potato & Black Caviar, Crème Fraiche
Parmesan Polenta Cups with Braised Shallot
Fried Garlic Flat Bread & Spiced Hummus
Corn & Zucchini Fritters
Italian Rice Patties with Relish
Crumbed Squid Chips with Burnt Chilli Aioli
Rare Beef & Mustard on Toast
Szechwan Chicken Meat Balls
Cheese & Smoked Pork Bites
Chicken Ribs with Ranch Dressing
BBQ Lamb Ribs
Smoked Oysters En Croute

Grazing Tables from \$60+ pp

display of charcuterie, fruits, cheese,
condiments and desserts

Buffets available on request



CLIENT INFORMATION

Name:

Email:

Event:

Phone:

INFORMATION

Date:

Venue:

Number of Adults:

Children:

Start Time:

End Time:

CREDIT CARD

Type: Visa / Mastercard

Card Number: ____ / ____ / ____ / ____

Name on card:

Expiry Date: __/__

Signature:

BOOKING CONFIRMATION

A non-refundable deposit of 30% of the overall quote is required to secure your event date, accompanied by a signed copy of our booking agreement. Please note your booking is not confirmed until payment of the deposit is received and receipted by Willow & Ivie.

PAYMENT

Your food, beverage package, final guest numbers and any dietary requirements must be confirmed and paid for no later than three weeks prior to your event date. No refunds will be for made for any guest reductions after this date. Additional guests can be added at a later date and will be charged accordingly. Credit card payments will incur surcharges of 1%.

MINIMUM SPEND

Private functions incur a minimum spend of \$3,000+ for meal package Monday-Thursday.

Minimum spend of \$5,000 for Sunday private functions.

Minimum spend of \$15,000+ for Saturday dates in March, April, October, November.

If a private function is desired and falls under minimum spend the difference will be a venue hire charge. Public holidays incur a 15% surcharge.

Willow & Ivie have the discretion to determine whether the venue is exclusive to your function or not.

BOND

A valid credit card will be held as security on all bookings. Deductions from the credit card will occur in the case of any damaged or missing items, or cleaning costs incurred such as dry cleaning. Willow & Ivie reserves the right to recover all costs associated with replacement or repair. Crowd control and/or security guard costs may be passed on to the client depending on the nature of the event.

CANCELLATION

In the unfortunate event of a cancellation, Willow & Ivie must receive written notification from the client. Deposits are non-refundable. Refunds will not be given under any circumstances. Willow & Ivie considers a postponement of an event as a cancellation. To secure another date, a new booking agreement must be completed and returned with the required deposit, deposits can be transferred to another date if used within 12 months.

If any part of the event is cancelled, abandoned or postponed, in whole or in part, for any reason whatsoever that is beyond Willow & Ivie's control, including, without limitation, due to adverse weather conditions, epidemic or

pandemic, there is no right to refund and no obligation is assumed by Willow & Ivie for the arrangement of a substitute event. Under no circumstances will Willow & Ivie be liable to the client if Willow & Ivie is unable to perform its obligations to the client due to any event, frustrated or cause of force majeure being any event or act beyond the control of Willow & Ivie.

The client accepts this agreement, once the deposit is paid.

SMOKING

Smoking can only be undertaken in the designated smoking areas.

OUTSIDE FOOD

No outside food may be brought into the venue. External products are not permitted will be confiscated and disposed of upon entry to the venue. The only exceptions are a celebration cake, bonbonniere and favours where prior arrangements have been made and approved by Willow & Ivie. Please note additional cakeage of \$7pp+ will be charged. Biscuits can be arranged through Willow & Ivie however if brought on the premises \$2pp+ will be charged.

FARMING

Please note that the vines surrounding Willow & Ivie are a privately owned working vineyard and at certain times of the year these vines are covered. Disruptions from the farm are very unlikely, however Willow & Ivie accepts no responsibility.

TRANSPORT

As part of Mildura Rural City Council regulations, it is a requirement that relevant transportation is arranged to transport guests from Willow & Ivie at the conclusion of your event for bookings with guest attendance of 100 persons or more (Funerals and Conferences exempt). Please let your event coordinator know if assistance is required in making these booking arrangements. If the client fails to make these arrangements a \$440 booking fee will be charged to the nominated credit card to cover a one-way bus booking from Willow & Ivie into Mildura CBD at the conclusion of your event.

SECURITY

Depending on the nature of your event security may be required. For example, large guest numbers are present or 18th/21st birthday celebrations. Security will be charged at \$75+gst per hour minimum of 4 hours. Please discuss this with your event coordinator.

FUNCTION DURATION

Luncheon functions are 4 hours duration.

Evening functions are 5 hours duration – All music and bar must cease at 11.00pm

Extra venue hire charge will be applied if guests are still on the premises 30 minutes after your function finishing time.

Funerals and Conferences exempt.

INVITATIONS & ADVERTISING MATERIAL

Willow & Ivie must approve all invitations and material. Your Willow & Ivie coordinator **must** approve a proof. A map can also be provided for your guests.

WILLOW

A minimum of 90 adults is required for the use of Willow for without extra charge. An extra \$10+pp venue hire will be charged if you wish to use Willow for guest numbers under 90.

LIQUOR LICENCE

Willow & Ivie is a fully licensed venue until 11.00pm. The bar and all music must cease at 11.00pm sharp. Guests must have vacated the premises by 11.30pm without charge. No BYO is permitted.

MUSIC

Willow & Ivie staff reserve the right to control music levels.

RESPONSIBILITY OF GUESTS AND CONDUCT

The person who has signed the booking agreement is responsible for the behavior of guests. That person will be liable for the cost of any damaged or missing equipment and damages incurred to the venue or in the grounds during the function.

ACCEPTANCE OF AGREEMENT

NAME

DATE

SIGNATURE