



  
willow & ivie

PRIVATE FUNCTION PACKAGES - SPRING

## Alternating dishes

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

### Entrée

Whipped Gorgonzola, candy pecans, pickle pear, cured pork

Bresaola, radish, parmesan, aioli, sourdough

Semolina pasta, clams, smoked butter sauce

Smoked salmon, dill, red onion, capers, cornichons

### Main

Crumbed braised short rib, potato kluski, charcuterie sauce

Sticky lamb, curry sauce, fresh herb salad

Roasted Barramundi, artichoke, capers, mushroom jus gar

Chicken terrine, spring greens, potato pearls

### Dessert

Craquelin choux, white chocolate, strawberry, sorrel

Crème caramel, apple, vanilla sable

Honey toasted croissant, vanilla ganache, ginger snap crumble

Sticky toffee brioche pudding, earl grey 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 untaken 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 18<sup>th</sup>/21<sup>st</sup> 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