

BELETTI CORPORATE EVENT PACKAGES 2019

Beletti Restaurant Cafe Bar is located on the ground floor of Punthill Apartments Hotel Dandenong.

Our stylish restaurant cafe is sophisticated and inviting. Open for breakfast, lunch and dinner 7 days a week from 7am Monday to Friday and 8am Saturday and Sunday till late. We welcome you to enjoy our modern Italian cuisine, seating for 160 guests inside the restaurant and a further 40 al fresco, combined with friendly, professional service. The Beletti Private Room located within the restaurant is available for private meetings, functions up to 80 guests and restaurant bookings .

Located on level of the hotel, function / conference / meeting rooms are available for up to 200 guests, with five versatile rooms offering an abundance of natural light and contemporary decor. The facilities allow for flexible floor space with a variety of room sizes that can cater for any event from a small private board meeting of 8 to a large theatre style conference up to 250 delegates. Beletti Restaurant also provides room service to 57 Punthill apartments daily.

CAR PARKING FOR EVENTS Please see the car parking instructions below and send to all guests

FLOOR PLANS and ROOM SET UP

A variety of floor plans for each room are available on request.

The rooms can be set to your specific requirements: banquet, u-shape, boardroom, cabaret, classroom, cocktail or theatre. Stages, table arrangements and decorations are available on request.

ROOM HIRE- Level One

Half day is less than 4 hours

Full day 4 – 8 hours

ROOM	Half Day	Full Day
Blue Gum Room	\$250	\$300
Oak Room	\$250	\$300
Walnut Room	\$300	\$400
Rosewood Room	\$500	\$600
Red Cedar Room (All rooms & Foyer)	\$600	\$700

Inclusive of GST

Price includes use of facilities, set up of tables and chairs; car parking (subject to availability); writing paper, pens, mints and chilled water.

ROOM CONFIGURATIONS

Room	Area M ²	Cabaret	Banquet	Board	Cocktail	Classroom	Theatre	U Shape
Rosewood	166	80	100	42	150	72	150	45
Walnut	80	45	50	20	90	45	70	30
Oak	45	-	20	14	50	20	40	15
Blue Gum	40	-	20	14	-	20	40	15
Red Cedar	314	160	200	-	300	-	250	-
Restaurant		50	70	40	80	-	-	40

AUDIO VISUAL & PRICING

White board, presenter's table, lectern and projector screen are available at no charge.

Internet, data projector, PA system and other equipment are available on request at an additional charge.



Mic and Data projector with HDMI and VGA connections only	\$195 per room
Stand alone PA system with cordless mic	\$95
50 inch Samsung Plasma TV	\$95
Internet	\$25

BOOKING FORM

CONFIRMATION

If you would like to make a booking, please check availability then complete the Credit Card Charge Authority and catering requirements below. Email to admin@beletti.com.au
Upon receipt, you will receive email confirmation.

CANCELLATION POLICY

If your booking is cancelled less than five business days prior to arrival — 100% cancellation charges apply.

EVENT INFORMATION

Date of Event: _____
Name of Event: _____
Contact : _____
Company : _____
Contact name of planner: _____ Email: _____
Mobile Number: _____ Phone: _____
Room Hire Start Time: _____ Room Hire Finish Time: _____
Number of Delegates: _____ Client arrival time: _____
Room Required: _____ Room Hire Price \$ _____
Registration Table: _____ Logo: please email _____

ROOM SET UP:

Please select:

☐ Banquet ☐ Cabaret ☐ U-shape ☐ Theatre ☐ Boardroom ☐ Classroom ☐ Cocktail

EQUIPMENT:

Complimentary: ☐ Whiteboard ☐ Lectern ☐ Stage
Hire: Mic and Data projector with HDMI and VGA connections only ☐ \$195 per room
Stand alone speaker with cordless mic ☐ \$95
50 inch Samsung Plasma TV ☐ \$95
Internet ☐ \$25
Flip chart ☐ \$60

DEPOSIT:

10% deposit is required at the time of the booking

FINAL ARRANGEMENTS:

To be confirmed one week prior to the event including dietary requirements, itinerary and service times.

FINAL PAYMENT:

To be confirmed one week prior to the event.

CREDIT CARD PAYMENT : _____/_____/_____/_____

EXPIRY: _____/_____/_____ Visa / M/Card / AMEX (add 2%)

NAME ON CARD: _____

Signature on Card: _____

**Alternatively final payment payment can be made up to 10 days prior to the event by bank deposit.
Please call 97931600 to arrange card payment over the phone or fill in the space above.
An invoice and receipt will be emailed to you.**

CONFERENCE CATERING

CORPORATE BREAKFAST – from \$25.00 per person Service Time:

<input type="checkbox"/>	<u>On Arrival:</u> Tea, Brewed Coffee, Orange juice, Individual Cereal or Mini Muffin, Platter of sliced fruit per table plus Your Selection of Hot Breakfast	\$12.00
<input type="checkbox"/>	<u>Simple Breakfast (vg)</u> Two poached eggs, sourdough toast, roasted tomato & hollandaise sauce	\$13.00
<input type="checkbox"/>	<u>Eggs Florentine (vg)</u> Two poached eggs, sourdough toast, sautéed spinach & hollandaise sauce	\$14.00
<input type="checkbox"/>	<u>Eggs Benedict</u> Two poached eggs, sourdough toast, leg ham & hollandaise sauce	\$15.00
<input type="checkbox"/>	<u>Zucchini Corn Fritters (vg)</u> with two poached eggs, smashed avocado & feta, bruschetta, fried kale	\$19.00
<input type="checkbox"/>	<u>Beletti Big Breakfast</u> Scrambled or poached eggs with smoked bacon, spinach, tomato, hash brown, grilled chorizo sausage & mushrooms served with on sourdough toast	\$22.00

On Arrival Service Time:

- | | | |
|--------------------------|--|--------------------------------------|
| <input type="checkbox"/> | On Arrival, Morning and Afternoon tea / brewed coffee only | \$3.50 per person per session x ____ |
| <input type="checkbox"/> | Barista coffee - regular size (orders taken) | \$4.50 per person per session x ____ |

Morning Tea Options Service Time:

- | | | |
|--------------------------|--|--------------------------------------|
| <input type="checkbox"/> | Morning Tea with tea / brewed coffee | \$7.50 per person per session x ____ |
| <input type="checkbox"/> | Barista coffee - regular size (orders taken) | \$8.50 per person per session x ____ |

With your selection of one of the following:

- ☐ Assorted sweet muffins
- ☐ Freshly baked scones served with jam and cream
- ☐ Danish pastries
- ☐ Croissants
- ☐ Slices and biscuits * Gluten free also available x ____ guests
- ☐ Yogurt and seasonal fresh fruit (gf)
- ☐ Homemade Chocolate Brownie
- ☐ Two point sandwiches - ham, cheese, lettuce & mayo
- ☐ second selection extra \$3.00 per person

Afternoon Tea Options Service Time:

- | | | |
|--------------------------|--|--------------------------------------|
| <input type="checkbox"/> | Afternoon Tea with tea / brewed coffee | \$7.50 per person per session x ____ |
| <input type="checkbox"/> | Barista coffee - regular size (orders taken) | \$8.50 per person per session x ____ |

With your selection of one of the following:

- ☐ Assorted sweet muffins
- ☐ Freshly baked scones served with jam and cream
- ☐ Danish pasties
- ☐ Croissants
- ☐ Slices and biscuits * Gluten free also available x ____ guests
- ☐ Yogurt and seasonal fresh fruit (gf)
- ☐ Homemade Chocolate Brownie
- ☐ Dips with vegetable crudités (gf) and crackers
- ☐ second selection extra \$3.00 per person
- ☐

- ☐ (1) Corporate Working Lunch \$25.00 per person x _____
 ○ Platters of freshly made sandwiches and / or wraps
 ○ Fresh seasonal fruit platters; Orange Juice and soft drinks, Tea and brewed coffee

- ☐ (2) Hot Buffet Lunch \$25.00 per person x _____
 ○ Beef lasagna
 ○ Homemade Beef Pies
 ○ Homemade Sausage Rolls
 ○ Vegetarian Quiches (vg)
 ○ Served with fresh garden salad (vg)
 ○ Fresh seasonal fruit platter; Orange Juice and Soft drinks; Tea and brewed coffee

Extra Platters

- ☐ Antipasto Platter: \$90 (serves 8-10); \$45 (serves 4-5) x _____
 With a selection of cured meats, marinated vegetables, olives, cheese and grissini sticks
- ☐ Lemon Pepper Calamari platter - (serves 8 - 10) \$95.00 x _____
- ☐ Cheese Platter / serve: \$8.50 p/serve x _____
 A selection of local & Victorian cheeses, dried fruit & crackers
- ☐ Bruschetta (vg) serve: \$3.00 p/serve x _____
 Sour dough topped with diced tomato, red onion, basil & parmesan
 dressed with olive oil & balsamic glaze

Salads

- ☐ Greek Salad \$35.00 per bowl (serves 4) x _____
 Mixed lettuce with tomato, cucumber, feta, red onion & black olives with a lemon,
 oregano & olive oil dressing ☐ add marinated chicken \$45.00 per bowl
- ☐ Mixed Garden Salad: \$30.00 per bowl (serves 4) x _____
 Mixed lettuce, tomato, cucumber, carrot with an olive oil and vinegar dressing
- ☐ Individual Grilled Chicken Salad (GF) \$18.00 x _____
 Mixed lettuce, tomato, cucumber, carrot ribbons with an olive oil and vinegar dressing
- ☐ Individual Vegetarian Salad (vg) (gf) \$15.00 x _____
 Mixed lettuce, Danish feta, olives, tomato, onion & basil salsa, sliced cucumber,
 carrot ribbons, red onion & balsamic dressing
- ☐ Individual Vegan Salad (vg) (gf) \$15.00 x _____
 Mixed lettuce, sliced cucumber, roasted vegetables, carrot ribbons & balsamic dressing
- ☐ Homemade Chocolate Brownie \$3.00 each x _____
- ☐ Homemade Mini Tiramisu \$3.00 each x _____

Notes: _____

☐

(3) Restaurant Served Meals

Prices as per Restaurant Menu

Breakfast, Lunch or Dinner in the restaurant can be organised with ease.

- Breakfasts can be pre ordered the day before ready for you on arrival
- Delegates can pre order Lunch / Dinner from the restaurant menu prior to the day or on arrival

Booking Time required: _____

Number of guests dining: _____

☐

(4) Corporate Cocktail Lunch

\$30.00 per person

- 6 canapé choices, served for 30mins
- Fresh seasonal fruit platter; Orange Juice and Soft drinks; Tea and brewed coffee

☐

(5) Corporate Cocktail Dinner

\$35.00 per person

- 6 canapé choices, served for 45mins
- Fresh seasonal fruit platter; Orange Juice and Soft drinks; Tea and brewed coffee

Canapés Selections -Served Cold

- ☐ Bruschetta Crostini (vg)
- ☐ Assorted sushi canapés
- ☐ Trio of Dips served with ciabatta bread

Canapés Selections Served Hot

- ☐ Lemon Pepper Calamari
- ☐ Homemade Vegetarian Arancini (vg)
- ☐ Vegetarian Risotto (vg)
- ☐ Mini Potato, Onion & Mozzarella Quiche (vg)
- ☐ Beef Meatballs with Spicy Tomato Sauce
- ☐ Mini Wagyu Beef Burgers
- ☐ Crumbed Chicken Tenders
- ☐ Panko Crumbed Prawns Served with Sweet Chilli Sauce
- ☐ Pizza Squares
- ☐ Potato, Cheese & Chives Croquettes
- ☐ Continental Pork Sausages
- ☐ Homemade Beef Pies
- ☐ Homemade Sausage Rolls
- ☐ Vegan Tarts (vegan)
- ☐ Pumpkin, Pea, Capsicum & Tofu Frittata (vegan)
- ☐ Extra Platters – Antipasto (serves 10) with ciabatta rolls \$90 each _____

☐(6) 2 Course Meal \$55.00 Monday - Thursday 2 Course Meal \$65.00 Friday - Sunday

- Choice of two Entrees & two Main Courses or two Main Courses & two Desserts
- including soft drinks, brewed or barista coffee & tea

☐3 Course Meal \$60.00 Monday - Thursday 3 Course Meal \$70.00 Friday - Sunday

- Choice of two Soups or Entrées, two Main Courses & two Desserts
- including soft drinks, brewed or barista coffee & tea

* Please request our Function menu when enquiring.

Evening Cocktail Party Option : _____ Time: _____

- ☐ (1) FUNCTION ROOM Level one - plus room hire
Room booking up to 5 hours; Canapés served for 2 hours, including 8 choices & soft drinks *
☐ \$55.00 per person - minimum 60 guests

Room booking up to 5 hours; Canapés served for 1 hour, including 5 choices & soft drinks*

- ☐ \$45 per person per person - minimum 60 guests

*Includes brewed coffee and tea station

- (2) RESTAURANT PRIVATE ROOM - Up to 70 guests

Minimum 20 guests (use of half room) & Minimum 50 guests (use of full room)

- ☐ \$30.00 per person - Room booking up to 1.5 hours - Platters of Canapés - 6 choices

- ☐ \$50.00 per person - Room booking 4 hours - Canapés served for 2 hours, 8 choices

PRICE INCLUDES ROOM HIRE, WAIT STAFF AND SOFT DRINKS

Canapés Selections -Served Cold

- ☐ Bruschetta Crostini (vg)
☐ Assorted sushi canapés
☐ Trio of Dips served with Turkish Bread

Canapés Selections Served Hot

- ☐ Lemon Pepper Calamari
☐ Homemade Vegetarian Arancini (vg)
☐ Vegetarian Risotto (vg)
☐ Mini Potato, Onion & Mozzarella Quiche (vg)
☐ Beef Meatballs with Spicy Tomato Sauce
☐ Mini Wagyu Beef Burgers
☐ Crumbed Chicken Tenders
☐ Panko Crumbed Prawns Served with Sweet Chilli Sauce
☐ Pizza Squares
☐ Potato, Cheese & Chives Croquettes
☐ Continental Pork Sausages
☐ Homemade Beef Pies
☐ Homemade Sausage Rolls
☐ Vegan Tarts (vegan)
☐ Pumpkin, Pea, Capsicum & Tofu Frittata (vegan)
☐ Extra Platters – Antipasto (serves 10) with ciabatta rolls \$90 each _____

Beverage Options: Packages to be selected in line with function duration.

<u>UNLIMITED PACKAGES</u>	2 HOURS	3 HOURS	4 HOURS	5 HOURS
STANDARD PACKAGE	\$20	\$24	\$27	\$30
PREMIUM PACKAGE	\$24	\$28	\$32	\$36

- ☐ Standard Package Includes - House Chardonnay, Moscato, Shiraz,
Variety of beers, Cascade Premium Light, Yellow Sparkling

- ☐ Premium Package Includes - Sauvignon Blanc, Moscato, Wolf Blass Yellow Label Merlot,
Crown Lager & variety of beers, Cascade Premium Light, Yellow Sparkling

- ☐ BAR TAB - beverages charged on consumption



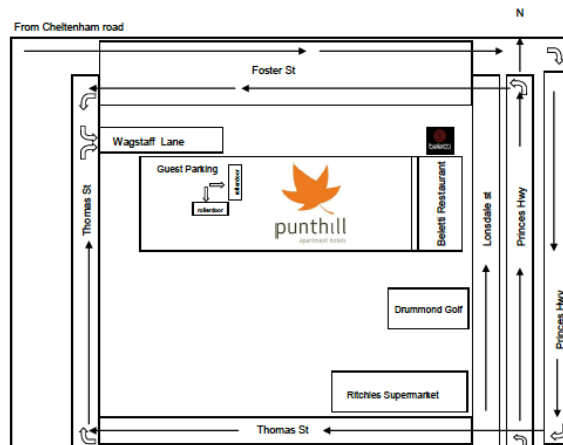
~ Car Parking Options ~

**Beletti Restaurant Cafe Bar - Dining and Functions
159 - 161 Lonsdale Street Dandenong VIC 3175**

1. Events in the restaurant - On street car parking along the service lane on Lonsdale Street and the front of the hotel (subject to availability), Thomas Street and options 3 & 4

Please find below, details of car parking options for Events at Beletti / Punthill Dandenong:

**Beletti Function Room ~ Punthill Apartments Hotel
Level One , 157 Lonsdale Street Dandenong
(Private Parking available via Wagstaff Lane at the back of the hotel)**



2. Onsite car parking for events on level one at Punthill is limited to 40 spaces (subject to availability). The car park entrance is off Wagstaff Lane, which runs off Thomas Street (at the back of the hotel). Access to the car park is available 30 minutes prior to the commencement of the event. The car park is a shared facility so guests may only park in PUNTHILL marked bays. Cars that are illegally parked in bays other than those marked may be towed at the owner's expense.
3. In the event that our car park is full, there is a pay station (Care car park) at 21 Thomas Street, Dandenong, which is located directly behind our building. Subject to availability and fees apply (\$6.00 all day parking Monday -Friday).
4. There are pay stations with open-air parking bays located off Langhorne Street and McCrae Street in Dandenong, which are an approximate 5 minute walk from the property.
5. On street car parking along the service lane on Lonsdale Street and the front of the hotel (subject to availability) and Thomas Street parking

For more information Ph: 03 9793 1600 or www.beletti.com.au