



the
lakehouse
sunshine coast

Day Delegate Packages

maeva
hospitality

Day Delegate Packages

The Lakehouse Sunshine Coast meets the AMA Guidelines for hospitality

Inclusions

Dedicated professional hospitality staff member

In-house audio visual, including 140" screen & projector with wireless connectivity including iPads/smart phones

Lectern

Use of 4 roving microphones & lapel microphone

Secure WiFi

Mints for the table

Tables & chairs

Linen

Registration desk

Use of waterfront deck for break sessions

Iced still water

Secure on-site parking

Floor plan & run sheet guidance

Flip chart or whiteboard with markers

Standard

Min 30 delegates

Morning tea with one sweet or savoury option

Light lunch with one option

Afternoon tea with one sweet or savoury option

Premium

Min 30 delegates

Arrival tea & coffee

Morning tea with one sweet or savoury option

Fork buffet selection with two mains & two salad options

Fresh fruit platter

Afternoon tea with one sweet or savoury option

Breakfast

Minimum 50 people

All breakfasts served with freshly brewed coffee,
a selection of teas & juices

Choose one

Bacon and egg (df, gfo)

thick cut American style maple glazed bacon,
homemade smokey baked beans, soft boiled egg,
toasted sourdough

Potato hash (gf, df)

grilled SunValley bacon, fresh avocado, roasted
mushrooms

Corn and ricotta fritter (v, gf)

crushed avocado, warm cherry tomato compote,
herb salad

Full breakfast

grilled SunValley bacon, Cumberland sausage,
field mushroom, roast tomato, scrambled egg,
toasted sourdough

Continental (v)

granola & yoghurt, fresh seasonal fruit, a selection
of freshly baked danish pastries & croissants

(gf) gluten friendly (df) dairy free (v) vegetarian (gfo) gluten friendly option

All packages quoted are valid to 31 Dec 2024 at which time a price rise equivalent to CPI may be made.





Morning & Afternoon Tea

- Selection of freshly baked danish pastries (v)
- Mini baked ham and cheese croissants (vegetarian alternative available)
- Double chocolate brownies
- Crispy bacon and egg puff pastry tarts
- Savoury scones, herb cream cheese, tomato relish (v)
- Orange syrup cake, coconut yoghurt (gf, df)
- Freshly baked lemonade scones, fresh cream & jam
- Home made pork and fennel sausage rolls
- Selection of sweet muffins
- Tomato and parmesan puff pastry tarts (v)
- Seasonal fresh fruit, coconut yoghurt (gf, df, ve)

(gf) gluten friendly (df) dairy free (v) vegetarian (ve) vegan

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Light Lunch

Choose either the seasonal salads or individual lunch box option

Min 30 delegates

Seasonal Salads

Chef's selection of 3 seasonal salads **(gfo, dfo)**
served with grilled chicken breast

Individual Lunch Boxes

choose 1

Mexican spiced chicken breast **(gf, df)**
kidney beans & rice, crushed avocado, tomato salsa

Soy ginger salmon **(gf, df)**
sticky rice, home made pickles, sesame broccoli

Spiced roasted butternut pumpkin **(gf, df, ve)**
quinoa & spinach, hummus, chickpeas, herb salsa

(gf) gluten friendly **(df)** dairy free **(gfo)** gluten friendly option **(dfo)** dairy free option **(v)** vegetarian **(ve)** vegan

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Fork Buffet

Choose 2 mains & 2 salads

Min 30 delegates

Slow braised beef cheeks **(gf)**
rosemary carrots

Pan fried fillet of Qld saltwater barramundi **(gf, df)**
white bean cassoulet, romesco

Lamb rogan josh

Italian style beef meatballs
spicy tomato ragù

Herb roasted chicken **(gf, df)**
sauté green beans, lemon thyme dressing

Coconut braised pumpkin curry **(gf, df, ve)**
eggplant, snake beans, toasted peanuts

Honey and soy glazed salmon **(gf, df)**

Salads

Gem wedge salad, crispy bacon, sour cream dressing **(gf)**

Roast broccoli, chilli ginger & crispy onion **(gf)**

Greek salad **(gf)**

Tahini roasted cauliflower, spinach & dukkah **(gf, df, ve)**

Roasted root vegetable, quinoa, rocket **(gf, df, ve)**

Potato, green pea & mint **(gf, df, v)**

(gf) gluten friendly **(df)** dairy free **(v)** vegetarian **(ve)** vegan

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Event Terms and Conditions

Bookings and Deposit

We will hold a tentative booking for five (5) days. Bookings are considered firm upon receipt of these terms signed and returned and a full deposit paid. If either the deposit or form is not received, we reserve the right to cancel the booking and allocate the space to another client. A deposit of \$1000 is required to confirm your function at The Lakehouse Sunshine Coast. A deposit of \$200 is required to confirm your function at all other venues.

Payments

All deposits and instalments may be paid by cash, direct deposit, Visa, MasterCard (1.4% fee) or American Express (1.8% fee).

Cancellation

Please confirm any cancellations in writing. If cancelled more than 30 days prior to your event, full refund is provided less any costs incurred on your behalf. If cancelled less than 30 days prior to your event, 100% of the deposit and other payments is forfeited. Please note that if you wish to change your booking date, your deposit will be carried forward only if we can rebook your original date.

Payment Schedule

To ensure the delivery of your event, we require the following payments & information:

- Initial non-refundable deposit to secure your date – \$1000 (The Lakehouse Sunshine Coast) or \$200 (all other venues).
- **14 days prior** – food and beverage choices confirmed plus an indication of your expected numbers.
- **7 days prior** – all final numbers, special dietary requirements and function details confirmed & final payment processed.
- On arrival at the function – Please provide a credit card to settle any bar tab.

Public Holidays

We do NOT charge any surcharge on public holidays.

Menus and Beverages

No food or beverages to be brought onto the premises without prior notification to management. Menu items are subject to market availability. No food or beverages are permitted to be taken from the premises.

Dietary Disclaimer

Please confirm all guests with special dietary requirements to us in writing at least 14 days prior to your event. We will take all reasonable care to prepare food for these guests in light of advised allergies. However, our kitchens produce a wide variety of foods and we cannot guarantee that special food prepared for guests will be completely free of all offending ingredients. To the extent permitted by law, we disclaim all responsibility for any loss or damage of any nature whatsoever (including personal injury) which may be suffered by any person as a result of the food provided as part of your chosen package. Please ensure all relevant guests are informed of the above.

Special Meals

Children 4 to 12 years: Please order a children's meal or speak with us about your preference.

Children 13 years and over: Charged as an adult.

Miscellaneous Meals: \$35 supplier meal. Please advise if any meals are required when stating your final numbers.

Responsible Service of Alcohol

We abide by the Responsible Service of Alcohol legislation and reserve the right to refuse service to any person/s which we consider to be intoxicated, disorderly or under the age of 18 years. Should any situation escalate, you risk the event being closed. No alcohol service or use of the outdoor spaces is permitted after the conclusion of your event. All guests under the age of 25 must have valid identification on them at all times. Children are required to vacate the premises by 10pm.

Transport

We recommend the use of coaches or a mini-bus to transport your guests in a safe manner. Any cars left on the premises are done so at the owner's risk. Bus companies must read, sign and return our "Bus Agreement Form" before being permitted onto the premises. We have strict guidelines for arrival and quiet departure to and from the venue.

Security Bond

We will secure a Security Bond (via a swipe of your credit card). This bond ensures your function finish times are adhered to and no damage, theft or incidences requiring security backup occurs at your event. We ask that you ensure all of your guests depart the premises in an orderly and quiet manner and within the set finish time. Your security bond will not be charged unless there is an incidence that requires our attention and/or cost.

Security Guards

Should we deem it necessary for your event, security guards are charged at a rate of \$50 per hour, per guard.

Protection of property

We will take reasonable care to protect the property of guests but accept no responsibility for any loss or damage to property prior to, during or after your function. Guest organisers of the function agree to be liable for loss or damage to our property and building during your event. We will take care, but no responsibility will be taken for any loss or damage to merchandise, decorations, cakes or other personal property prior to, during or after your event. Any items brought to the property must be collected the day after your event. Please note, under no circumstances are adhesive tapes, blue tack, glue, tacks, nails, confetti, metal cut sprinkles or glitter allowed.

Unforeseen Circumstances

We accept no responsibility for weather conditions but will make every endeavour to provide an adequate function area if the conditions affect the reserved function area.

Cleaning Fee

A cleaning fee will be charged if additional cleaning is required after your event.

In the event of inability to comply with any of the provisions of this contract by virtue of any cessation or interruption of electricity supplies, equipment failure, unavailability of food items, other unforeseen contingency or accident, The Venue reserves the right to cancel any booking or refund any deposit without notice.

Let's get planning!

Thank you for your interest in our corporate packages.
We look forward to helping you plan your event.

For more information or to make your booking, please contact:

functions@maevahospitality.com.au

thelakehousesunshinecoast.com.au

1300 490 408

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