



The Union Bank Wine Bar

Small Group Christmas Function Information

For the months of November and December 2010, The Union Bank Wine Bar will be offering the below package for small group bookings in our 'Northern Marquee'. Available for Monday – Sunday

Organise a group of friends, work mates or family and celebrate the festive season with us!

The Union Bank 2010 Small Group Christmas Package - \$50pp

Package price includes:

- One champagne cocktail per guest on arrival
- Shared Christmas Tasting Plate – Chef's selection of Christmas goodies served with bread
- Main Course (two courses served alternatively)
 1. Roast pork belly & crackling with roasted vegetables & sauce robert
 2. Roast chicken supreme with roasted vegetables & tarragon cream sauce

Package is only available to groups of 6-12 people MAXIMUM

Tables will be set-up in our 'Northern Marquee' area with white linen table cloths, tea lights, personalised menu's and a Christmas themed table centre piece.

****No minimum spend****

****Please be aware that this package does not include exclusive use of the function area****

This space is available on a share basis only

Please call 1300 721 731 or email functions@unionbank.com.au for more information



CHRISTMAS FUNCTION TERMS and CONDITIONS

CONFIRMATION

Confirmed number of guests must be received 7 days prior to the function taking place. **This will be taken as the final minimum number of guests and the client will be charged accordingly.** If the number of guests who actually attend the function falls below this agreed minimum and no notification of a change is given to management at the Union Bank, the number of stated attendees on the signed contract will be charged.

PAYMENT & DEPOSITS

A booking is confirmed by signing the booking form and forwarding this, with a deposit of 25% of the total projected function bill or alternately a credit card number and expiry date can be provided as security against payment.

We accept: Cash, EFTPOS, Visa, Master Card and American Express.

CANCELLATION

Cancellation notice must be given at least 7 days prior to the function date. Notice of less than 7 days will result in the deposit being withheld.

PRICES

All prices are current at the time of quotation and are subject to revision or change prior to signing the function contract. Menu items and prices are subject to change in the future at the management's discretion.

RESPONSIBILITY

Union Bank does not accept responsibility for damage to, or loss of, any clients' property left in the premises prior to, during or after a function. The client is responsible for any costs associated with damage incurred to fittings, property or equipment at Union Bank by clients, guests or outside contractors, prior to, during, or after the function. The cost of any such damage is determined by the lower of three quotes Union Bank receives.

RESPONSIBLE SERVICE OF ALCOHOL

The Union Bank practices the responsible service of alcohol in accordance with current NSW licensing laws. It should be noted that this policy also applies to all functions and events held on our premises.

BOOKING FORM – SMALL GROUP CHRISTMAS FUNCTION



Please fill out, sign and return this booking form via fax or email with your deposit details to confirm your function booking.

Return FAX: (02) 6360 0478
Email: functions@unionbank.com.au

DATE (Day and DD/MM/YYYY) : _____

NAME: _____

COMPANY/ORGANISATION: _____

ADDRESS: _____

MOBILE : _____ EMAIL: _____

PHONE (BH): _____ PHONE (AH): _____ FAX: _____

VENUE TO BE BOOKED: 'The Marquee' (not for exclusive use - share basis only)

START TIME: _____ END TIME: _____

NUMBER OF GUESTS: _____

SPECIAL DIETARY REQUIREMENTS: _____

OTHER REQUIREMENTS: _____

TO CONFIRM YOUR BOOKING Please complete this form and return it together with the required deposit.

We will be paying our 25% deposit via Cheque EFTPOS Cash Credit Card

CREDIT CARD DETAILS (must be supplied with all bookings as security against payment)

CARD HOLDERS NUMBER: _____

EXPIRY DATE: _____

CARD HOLDERS SIGNATURE: _____

Authority: The card holder authorises Union Bank to use this card to meet any obligations arising under the Terms and Conditions to which this Booking Form is or was attached.

I have read and agree to the Terms and Conditions of the hiring of Union Bank for functions

Signed: _____

Date: _____

Please tick if you would like to be added to our email/ mailing list.