

your Wedding Day

At the Batemans Bay Soldiers Club we know and understand that your wedding day is the most important day of your life. Our team of professionals will organise every aspect of your wedding reception, leaving you to simply enjoy it. We will help to make this wonderful experience, exciting and memorable.

Our functions rooms are modern and well appointed with views overlooking the beautiful Clyde River and seaward to the Tollgate Islands. Catering for groups 50 - 180 with pre dinner drinks & canapés in our contemporary cocktail bar. For groups 180 - 300 the auditorium is the perfect choice with the most up-to-date audiovisual technical equipment available to enhance any event.

Specially designed wedding packages can be arranged, offering a personalised menu selection to suit your requirements. We also cater for special dietary requirement vegetarian, diabetic, etc.

Please feel free to contact our Wedding Coordinator to assist you in making your special day complete.

General Enquiries

Andrea Thompson

Batemans Bay soldiers Club

T: (02) 4472 4117

E: andrea@baysoldiers.com.au

Wedding Package Inclusions

The Wedding Packages offered by the Batemans Bay Soldiers Club are designed to ease the task of organising your Wedding Reception. Wedding package cost from \$60 per person (based on an average of 150 guests) and includes all the following items as standard service:

- ◆ *Wedding Coordinator to ensure your day is a memorable one*
- ◆ *Exclusive use of Function Room*
- ◆ *A personalised 3 course set dinner menu served with fresh bread rolls, filter coffee, selected teas and after dinner mint chocolates*
- ◆ *Bridal table dressed with crisp white linen, pleated skirting & chair sashes*
- ◆ *Complimentary champagne toast*
- ◆ *Cake table dressed with crisp white linen and pleated skirting*
- ◆ *Your wedding cake professionally cut & presented on platters*
- ◆ *Personalised menu printing, one per table*
- ◆ *Lectern and microphone*
- ◆ *Floor and guest seating plan*
- ◆ *Parquetry dance floor & background music on arrival*
- ◆ *Plenty of car parking for Bridal party & guests*
- ◆ *Overnight accommodation at the Bay Soldiers Esplanade spa Honeymoon Suite with breathtaking views of the Bay and private balcony. Champagne & chocolates on arrival, room service breakfast & late checkout.*

General Information for Lunch & Dinner Receptions

Included in your Wedding Kit are current prices, sample menus and suggested floor plans. Call and make an appointment to discuss your wedding plans with our Wedding Coordinator and Catering Manager

Wedding Ceremony

There are many beautiful beaches, mystical gardens, enchanting forests and traditional churches that surround Batemans Bay for a truly romantic wedding ceremony. Ask your wedding coordinator for suggestions.

Bridal Accommodation

Spend the night in the Honeymoon Suite at the Bay Soldiers' Esplanade Motor Inn located directly opposite the Batemans Bay Soldiers Club and situated on the banks of the Clyde River with breathtaking views of the bay. Also included is champagne & strawberries on arrival, room service breakfast, late checkout & undercover parking.

Accommodation for Family & Friends

The Bay Soldiers' Esplanade Motor Inn has 23 well-appointed rooms & suites each with its own private balcony and most rooms with water views.

Call reservations or refer to the website for more information

Tel: 02) 4472 0200 Email: info@esplanade.com.au www.esplanade.com.au

Menus

Our catering management will assist with a personalised menu to suit your budget and dietary requirement. Children are catered for but arrangements must be made prior to event. Menu & beverage upgrades are available on request.

Beverages

Upgrades and additional beverages are available on request, your wedding coordinator will be happy to discuss any requirements.

Batemans Bay Soldiers Club practises the responsible service of alcohol. Alcoholic beverage service will be denied to any person deemed by the Soldiers Club to be under age or intoxicated.

Duration of Functions

Lunch functions - 4.5 hours, available from 11am.

Dinner functions - 5 hours, available from 5pm.

Your wedding coordinator will be happy to provide costs for extensions of these times.

Seating & Tables

Sample floor plans are included and your wedding coordinator will assist with your arrangements.

Wedding Cake

Your wedding coordinator will be happy to assist with preferred cake specialists. Your wedding cake will be professionally cut & presented on platters.

Place Cards & Bomboniere

Your place cards & bombonieres must be delivered to your wedding coordinator at least two days prior to your reception. These will be placed on guests' tables according to your arrangements. Family members & friends are welcome to decorate tables but arrangements must be made with Catering Manager

Car Parking

Complimentary car parking is available to all guests

Preferred Service Provider

Your Wedding Coordinator will be happy to assist with preferred service providers including, live entertainment, theming, florist, photographer etc...

Suppliers Access

Florists, cake deliverers, musicians & theming decorators etc. must make arrangements with wedding coordinator prior to access to function room

Smoking

All function rooms including balcony are non-smoking areas; smoking is permitted in the general club areas

Deposit

To secure your wedding reception date a tentative booking will be held for 10 working days within which a deposit of \$500.00 will be due with a signed copy of our terms & conditions.

Your wedding coordinator is able to assist with preferred entertainers, florist, photographer, hair & make-up artist, also ideas for decorations and bomboniere.

Children are to remain in the care of parents or guardian

Sample Menu A

Entrée

Caesar Salad

Cos lettuce, crisp bacon, shaved Parmesan cheese & Chefs' dressing

Smoked Salmon Piquant

Tasmanian Salmon garnished w Spanish onion, capers, Melba toast
Served w creamy horseradish sauce

Deep Fried Camembert

Served w crackers & cranberry sauce

Antipasto Platter

Main

Lamb Loin

Filled w spinach & pinenuts, served on sweet potato mash

Mediterranean Chicken

Grilled chicken breast topped w char-grill red capsicum & eggplant

Reef & Beef

Prime fillet steak topped w a seafood sauce of prawns, crabmeat & oysters

Smoked Trout Almondine

Trout fillet, fresh green salad & garnished w roasted almonds & lime dressing

Pork Medallions

Pan-fried and served on a bed of spinach masked with red pimento cream sauce

Dessert

Brandy Snapps

Filled w crème Chantilly

Crème Brulee

Creamy custard topped with a caramelised crust

Pavlova topped w mixed Berries & Raspberry Coulis

Sample Menu B

Entrée

Natural Clyde River Oysters

Half dozen local oysters served chilled w lemon wedge and chefs' special sauce

Creamy Garlic Prawns on Coconut Rice

Bruschetta

Served w chopped tomato & basil, virgin olive oil & balsamic dressing

Seafood Rissotto

Main

Ocean & Earth

Grilled chicken breast topped w king prawns and creamy garlic sauce

Herb Baked Barramundi

The finest freshwater fish coated in selected herbs and baked to perfection

Chicken & Vegetable Roulade

Breast of chicken filled w selected vegetables, rolled into a roulade, baked and sliced into rounds, served with a lemon & basil cream sauce

Tender Scotch Fillet

with mushroom & red wine cream ragout, served on mash

Veal Medallions in Marsala Sauce

Served with julienne vegetables

Dessert

Apple or Fruit Danish

Served with King Island cream or Ice-cream

Chef's Cheesecake

Your choice of fruit, flavours or a dash of liqueur

Panna Cotta

Served w a duo of raspberry & mango coulis

Tiramisu

Layers of sponge biscuit, coffee, liqueur & marscapone cream

Sample Menu C

Entrée

Crystal Bay King Prawns in Herb Oil

Green Prawns marinated in herb oil, pan-fried, sprinkled w cayenne pepper and served w lemon wedges & chervil

Thai Chicken Curry on Saffron Rice

Mushrooms Royale

Fresh mushroom caps filled w spicy tuna mix, coated in seasoned breadcrumbs; deep fried golden brown & served w a light salad garnish

Main

French Lamb cutlets with Mint Jus

Tender lamb cutlets, grilled than slow cooked in a mint & rosemary jus

Camembert Chicken

Almond crumbed chicken breasts filled w Camembert served w cranberry sauce

Tender Scotch Fillet or Sirloin Steak

Served with your choice of Pepper, Dianne or Mushroom Sauce

Veal Medallions Pan-Fried with king Prawns

Topped w Galliano Cream Sauce

Chicken Breast Filled with a Ricotta & Spinach Farce

And herbed tomato sauce

Dessert

Profiteroles

Cream puff pastry balls filled with orange liqueur, chocolate or coffee custard

Fruit Tartlets

Served with cream or ice-cream

Your Wedding Cake Served with berries & cream

All Meals served w Freshly Brewed Coffee, Selected Teas & Chocolate Mints

Sample Menu

Pre Dinner Selection Menu

Option 1

**Platters of assorted Dried Fruits, Nuts & Local Cheeses
Served with Crackers**

Option 2

Antipasto Platters

Assorted Sushi & Nori Rolls

Prawn & Sesame seed Toast

**Selection of Asian Titbits, Mini Spring Rolls, Dim Sims & Curry Puffs
Served with dipping sauce**

**Bite size Local Fish Cocktails & Calamari Rings
Served with tartare dipping sauce**

Canapés

Mini Bruschetta Rounds

Thinly sliced Salmon w Capers & Cream Cheese on Toast

Mexican Chicken Goujons

Smoked Salmon Bruschetta

Tapenade Bruschetta

Herbed Cheese on Pumpernickel

Sundried Tomato Cream Cheese on Cucumber Rounds

Parmesan & Pesto Toasts



◆ **Selected beverages for Cocktail parties will be charged on consumption**

Sample Wedding Beverage List

Sparkling	Seaview Champagne	\$15.00
	Jacobs Creek Chardonnay Pinot Noir	\$16.00
	Asti Riccadonna	\$22.00
White Wine Selection	Lindemans Bin 65 Chardonnay	\$13.00
	Tyrells Moores Creek Chardonnay	\$17.00
	Tyrells Moores Creek Sem/Blanc	\$17.00
	Jamesons Run Chardonnay	\$22.00
	Brown Bros. Crouchen Riesling	\$17.00
	Tulloch Hunter Verdelho	\$19.00
	Wolf Blass Reisling	\$25.00
Red Wine Selection	Rosemount Melon Creek Red	\$12.00
	Tyrells Moores Creek Shiraz	\$17.00
	Penfolds Koonunga Hill Shiraz Cab	\$20.00
	Wolf Blass Cab/Sauvignon	\$23.00
	McWilliams Hanwood Cab/Sauvignon	\$16.00
	Tyrells Cabernet Merlot	\$21.00
	Jamesons Run	\$25.00
Draught Beer	Tooheys New & Old	
	Victorian Bitters	
	Hahn Light	

Orange Juice & Soft Drinks

If your choice is not here, ask and we can provide

-
- ◆ A wide range of wines, premium and imported beers, spirits and liqueurs is available upon request
 - ◆ All beverages will be charged on consumption

Wedding Reception Terms & Conditions

1. The Tentative Booking

Tentative bookings will be held for a maximum of 10 working days within which a deposit of \$500 will be due with a signed copy of our terms & conditions. The Club reserves the right to cancel any tentative bookings not confirmed.

2. Cancellation

In the event of cancellation the following policies apply:

Notice of cancellation in writing.

- a. Cancellation made more than 6 months in advance. Deposits reimbursed in full
- b. Cancellation made less than 6 month, but more than 3 months in advance 50% will apply
- c. Cancellation made less than 3 months in advance, deposit retained as cancellation fee

3. Duration of Function

Lunch functions – 4.5 hours, available between 11am to 4pm

Dinner functions – 5 hours, available between 5pm to midnight

Function room access from 10am - arrangements must be made with wedding coordinator prior to access

4. Food For Thought

Final details for the wedding, especially the food and beverage selections, should be advised 6 weeks prior to your wedding.

5. Catering

Final numbers are required 14 days prior to reception date. Any additional guests confirmed will be charged for and 50% deposit is required at this time.

6. Final Payment

Final payment required on the day of the event or by prior arrangement with Catering Management and Wedding Coordinator. Credit cards, cash and bank cheques only accepted. Personal cheques only accepted minimum of two weeks in advance.

Beverages must be settled on the night.

7. Damage

Nominated person/s responsible for the account are financially responsible for any damage sustained to the club property during the function.

8. Insurance

The club will take all necessary care, but cannot take responsibility for damage or loss of merchandise or personal belongings left in the function room prior, during or after the event.

9. Surcharge

A surcharge of 15% is applicable on Sundays and Public Holidays

Wedding checklist

Immediately

- ◆ Make your reception booking at Batemans Bay Soldier Club
- ◆ Arrange an appointment with your Wedding Coordinator
- ◆ Make an appointment with Catering Management for Menu selections
- ◆ Select the venue for your marriage ceremony – date and time
- ◆ Agree on size and degree of formality of the wedding
- ◆ Discuss budget and how expenses will be shared
- ◆ If you wish to, organise your engagement announcement in the newspaper
- ◆ Begin to organise the bridal gown: schedule fittings and delivery date
- ◆ Select the bridal party and start planning their outfits
- ◆ Begin drawing up your guest list
- ◆ Select a wedding photographer and videographer
- ◆ Book wedding cars
- ◆ Decide on the type of entertainment you would like at the reception
- ◆ Start making honeymoon plans, organise passports and visas if you need them

2-3 Months Prior

- ◆ Select a florist and discuss colour schemes and styles
- ◆ Finalise list of wedding guests
- ◆ Finalise Menu selection
- ◆ Order invitations (allow 4-6 weeks for printing)
- ◆ Mail invitations at least 8 weeks prior to the wedding date
- ◆ Order wedding cake
- ◆ Select outfits and colours for the groom and groomsmen
- ◆ Make any personal appointments – beautician, hairdresser, nail artist ...
- ◆ Choose gifts for the bridal party
- ◆ Plan kitchen tea and send out invitations
- ◆ Plan bucks and hens nights
- ◆ Speak to your jeweller about your wedding rings

1 Month Prior

- ◆ Check with all wedding professionals that all arrangements are proceeding smoothly, ie: florist, photographer, musicians, hire car etc.
- ◆ Book an appointment with the wedding co-ordinator
- ◆ Ensure all official wedding documentation is in order
- ◆ Collect wedding rings from the jeweller
- ◆ Confirm arrangements for your honeymoon
- ◆ Schedule wedding rehearsal and notify everyone involved
- ◆ Finalise wedding accessories and confirm date to collect your gown
- ◆ Meet with your photographer and/ or videographer to discuss photo locations

1-2 Weeks Prior

- ◆ Finalise wedding cake, confirm delivery date and time
- ◆ Arrange for final fitting and delivery of wedding attire
- ◆ Have final consultation with florist, photographer, videographer, wedding car company, musicians and arrange final payments
- ◆ Double check your honeymoon travel and accommodation details
- ◆ Arrange reception seating
- ◆ Pack an “emergency kit” for the wedding day, which may include: tissues, needle and thread, extra stockings / pantyhose, headache tablets, Band-Aids etc.

1-2 Days Prior

- ◆ Confirm all arrangements one last time
 - ◆ Meet with our Wedding Coordinator and finalise guest seating, all arrangements and final payment
 - ◆ Collect all formal wear attire
 - ◆ RELAX!!!
-