



GRAND CHIFLEY ADELAIDE

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CONFERENCES AND FUNCTIONS

At Grand Chifley Hotels, we know that you have key conference objectives. Our 'Conference Commitment' is your assurance that we will meet our promises so you can achieve your desired results.



GRAND CHIFLEY

ADELAIDE

ROOM SPECIFICATIONS



VENUE NAME	Gala Events		Conference / Training Details Only			
	COCKTAIL	BANQUET	CLASSROOM	THEATRE	U-SHAPE/ BOARDROOM	CABARET
Orchid Room	250	160	90	250	-	100
Orchid Room A	50	40	27	50	20	24
Orchid Room B	50	40	27	50	20	24
Orchid Room C	50	40	27	50	20	24
Orchid Room A & B	120	90	50	100	50	50
Orchid Room B & C	120	90	50	120	50	50

Please Note: Minimum spends apply per day for conference rooms

CONCIERGE

A dedicated concierge to meet and greet, help with secretarial services and photocopying.

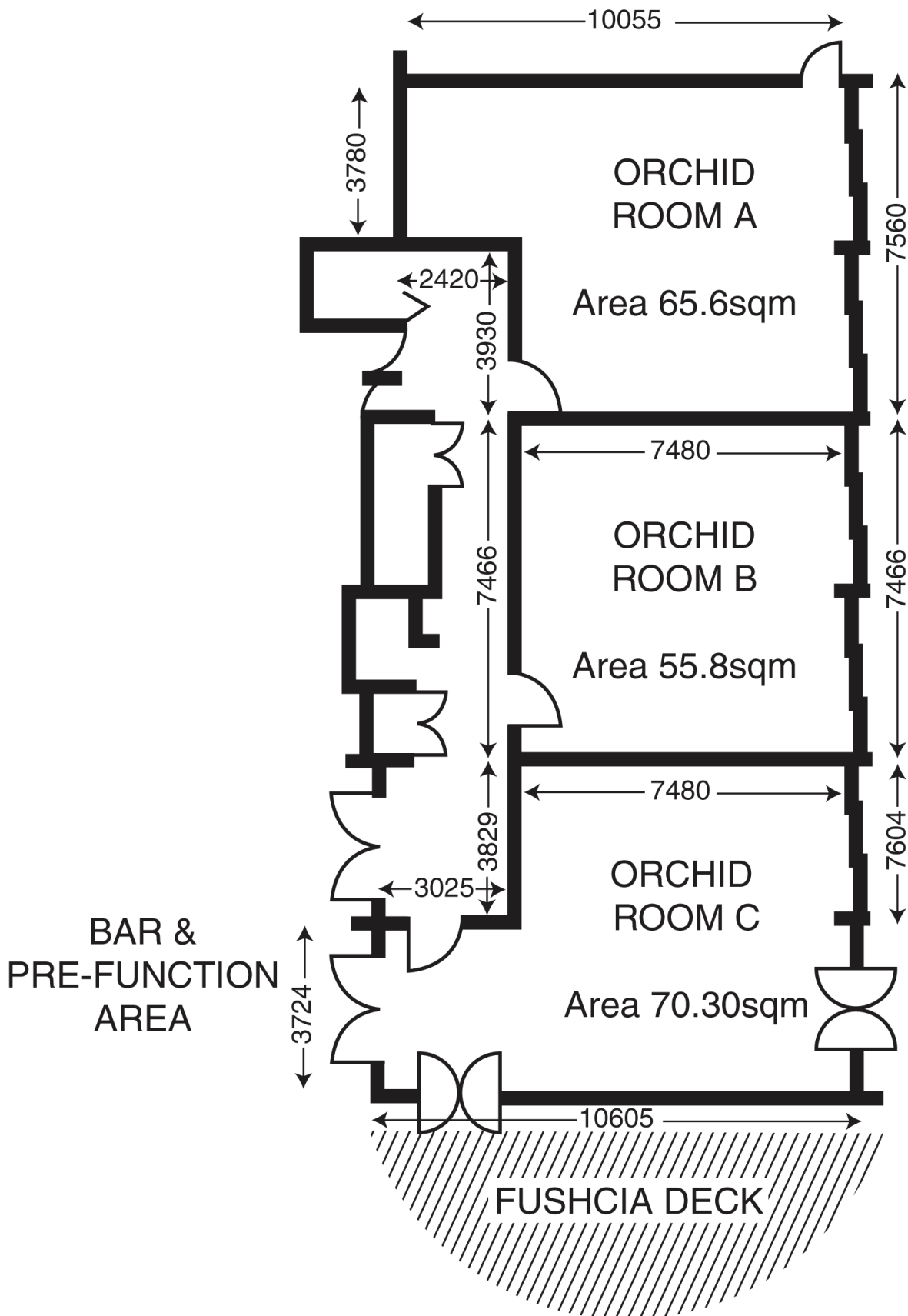
ROOM HIRE RATES

Grand Chifley offers competitive rates for function room hire and will assist in meeting budgetary requirements. Talk to our events team for room hire rates. We are willing to negotiate a package based on your needs.

FACILITIES

- Purpose-built function and meeting rooms with natural light
- Three conference rooms
- Modern décor and furnishing, operable soundproof walls and windows
- Adjoining outdoor deck and Zen garden for pre or post function
- Complimentary on-site car parking for conference delegates

FLOOR PLAN



GUEST ACCOMMODATION



ROOM TYPE	NUMBER OF ROOMS	BEDDING CONFIGURATION	SLEEPS
STANDARD	64	2 Double or 1 Queen	2-4
SUPERIOR	39	1 Queen	2
EXECUTIVE	33	1 King	2
SUITE	2	1 King	2

ROOM FEATURES

- 138 stylishly appointed guest rooms and suites with balconies
- High-speed broadband, air conditioning, personal safe, mini bar, tea and coffee making facilities
- Pay TV and movie channel
- Efficient working desk
- Hair dryer, iron and ironing board
- Suites feature balcony with uninterrupted views to Adelaide Hills and separate living area to bedroom with king-sized bed
- Check-in: 3pm Check-out: 10.30am

Please discuss your accommodation needs with our Events Team and a unique package/rate will be negotiated to meet your individual requirements.

DAY DELEGATE PACKAGES

MINIMUM SPENDS APPLY



FULL DAY DELEGATE PACKAGE

\$60 per person

INCLUSIONS:

ON ARRIVAL

- Freshly brewed coffee and a selection of teas

MORNING TEA

- Freshly brewed coffee and a selection of teas served with a bakery item

LUNCH

- Zen' light working lunch including a selection of sandwiches and baguettes. Chefs creation of three salads, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee
- Lunch can be served in either Zouk Restaurant or the conference room.

AFTERNOON TEA

- Freshly brewed coffee and a selection of teas with house baked cookies

EQUIPMENT INCLUDED

- Whiteboard
- Flip Chart
- Screen

CONFERENCE ROOM SET UP

- Includes iced water, mints, conference stationery and facilitators supplies

ADDITIONAL EQUIPMENT AVAILABLE

- Data projector
- Electronic whiteboard
- DVD and TV unit
- Laptop

\$289 per day
\$155 per day
\$100 per day
\$150 per day

DAY DELEGATE PACKAGES

MINIMUM SPENDS APPLY



FULL DAY DELEGATE PACKAGE

\$70 per person

INCLUSIONS:

ON ARRIVAL

- Freshly brewed coffee and a selection of teas

MORNING TEA

- Freshly brewed coffee and a selection of teas served with Gourmet bakery items

LUNCH

- 'Zouk' light working lunch including a selection of Gourmet foccacias, wraps, a variety of warm mini quiches, frittata and tartlets. Chefs creation of three salads, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee.
- Served either in the conference room or in our Zouk restaurant

AFTERNOON TEA

- Freshly brewed coffee and a selection of teas served with house baked cookies

EQUIPMENT INCLUDED

- Whiteboard
- Flip Chart
- Screen

CONFERENCE ROOM SET UP

- Includes iced water, mints, conference stationary and facilitators supplies

ADDITIONAL EQUIPMENT AVAILABLE

- Data projector
- Electronic whiteboard
- DVD and TV unit
- Laptop

\$289 per day
\$155 per day
\$100 per day
\$150 per day

DAY DELEGATE PACKAGES

MINIMUM SPENDS APPLY



FULL DAY DELEGATE PACKAGE

\$80 per person

INCLUSIONS:

ON ARRIVAL

- Freshly brewed coffee and a selection of teas with house baked cookies

MORNING TEA

- Freshly brewed coffee and a selection of teas served with Gourmet Hiestand bakery items

LUNCH

- Hot working lunch including a selection of three hot dishes (one vegetarian) steamed rice, roasted vegetables and bread rolls. Chefs creation of three salads, petite desserts, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee.
- Served either in the conference room or in our Zouk restaurant

AFTERNOON TEA

- Freshly brewed coffee and a selection of teas served with house baked cookies

EQUIPMENT INCLUDED

- Whiteboard
- Flip Chart
- Screen

CONFERENCE ROOM SET UP

- Includes iced water, mints, conference stationary and facilitators supplies

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- Data projector
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\$289 per day
\$155 per day
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BREAKFAST MENU



GRAND CHIFLEY CONTINENTAL BREAKFAST

\$25 per person

Buffet selection includes:

- Chilled fruit juice
- Yoghurt
- Cheese selection
- Fresh seasonal fruits
- Breakfast cereals
- Ham and cheese croissants
- Danish pastries
- Variety of breads for toasting
- Assorted jams and spreads
- Tea and coffee

GRAND CHIFLEY FULL BUFFET BREAKFAST

\$35 per person

Buffet selection includes:

- Chilled fruit juice
- Yoghurt
- Cheese selection
- Fresh seasonal fruits
- Breakfast cereals
- Ham and cheese croissants
- Danish pastries
- Variety of breads for toasting
- Assorted jams and spreads
- Tea and coffee
- Scrambled eggs
- Crispy bacon
- Hash browns
- Grilled tomato

Please Note: A minimum of 15 guests is required for a full buffet breakfast to be served in a private room. Tables can be reserved in Zouk Restaurant for group bookings.

BUSINESS BREAKFAST

\$30 per person

- Platters of fresh sliced fruit and bakery selection served to the table with an individual hot plated breakfast
- Includes freshly brewed tea and coffee and orange juice

WORKING LUNCH MENUS



“ZEN” CONFERENCE LUNCH

\$30 per person

- ‘Zen’ light working lunch including a selection of sandwiches and baguettes. Chefs creation of three salads, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee.

“ZOUK” CONFERENCE LUNCH

\$35 per person

- ‘Zouk’ light working lunch including a selection of Gourmet foccacias, wraps, a variety of warm mini quiches, frittata and tartlets. Chefs creation of three salads, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee.

HOT SELECTION CONFERENCE LUNCH

\$40 per person

- Hot working lunch including a selection of three hot dishes (one vegetarian) steamed rice, roasted vegetables and bread rolls. Chefs creation of three salads, petite desserts, freshly sliced fruit, a cheese platter, soft drinks, tea and coffee.

SEATED LUNCH

- You are welcome to upgrade from the light working lunch to a seated lunch in Zouk Restaurant

Two course set menu

\$15 per person

Three course set menu

\$25 per person

ADDITIONAL CONFERENCE CATERING REFRESHMENTS

Freshly brewed tea and coffee served with all refreshment packages.
Espresso coffee available upon request.

- Arrival tea and coffee
- Bakers Selection
Served with chefs selection of fresh bakery item
- Gourmet Bakers Selection
Served with a selection of gourmet fresh bakery items from Hiestand
- Executive Selection
Served with a selection of of mini magnums, cornettos & yoghurt tubs

\$5.00 per person

\$9.50 per person

\$12.50 per person

\$18 per person

POST CONFERENCE REFRESHMENTS

(Booked in conjunction with a Day Delegate Package)

- For the boys - Boutique beer, ciders and giant pretzels
- For the ladies - Champagne, nuts and oyster shots
- ½ hour package – A selection of 2 cocktail items with beer, wine and soft drinks
- 1 hour package – A selection of 2 cocktail items with beer, wine and soft drinks

\$18 per person
\$18 per person
\$22 per person
\$22 per person

PLATTERS MENU

(Serve 10 - 12 people per platter)



These platters are perfect to add to your lunch or coffee break or why not celebrate your achievements with drinks and nibbles at the conclusion of your conference.

WEDGES & RUSTIC CHIPS

- Served with sour cream, serendipity and lime aioli

\$45 per platter

ORIENTAL

- Spring rolls, samosa, steamed Shaomi and pork dim sims with dipping sauces

\$55 per platter

VEGETARIAN ANTIPASTO

- Adelaide Hills Kalamata olives, roasted bell peppers with fetta, marinated artichokes, basil pesto, slow roast tomatoes and wood fired oven ciabatta bread

\$60 per platter

JAPANESE

- Assorted sushi, seaweed salad, pickled ginger, steamed barramundi gyoza and soy sauce

\$70 per platter

VILI PLATTER

- Mini kransky dogs, pasties, sausage rolls and pies served with tomato sauce

\$65 per platter

GOURMET PIES

- Selection of gourmet filled pies served with tomato sauce and relish
(Lamb and rosemary, chicken, leek and camembert and King Island beef)

\$55 per platter

INDIAN

- Lamb kofta, tandoori chicken skewers and beef korma in pappadums served with garlic naan, pickles and raita

\$65 per platter

SPANISH

- Barossa chorizo, pistachio chicken meatballs, salt and pepper battered whitebait, vegetable crudités and olives served with citrus aioli and char grilled vegetable relish

\$70 per platter

EGYPTIAN

- House made dukkah, goat's curd, EV Olive Oil, slow roasted tomatoes and char grilled vegetables served with wood oven bread and lavosh bread

\$60 per platter

PIZZA'S GALORE

- Platters of assorted pizza slices and garlic and herb lepinja

\$60 per platter

SA CHEESE PLATTER

- Barossa Valley Brie, Adelaide Hills Adele Blue, Fleurieu Peninsula Alexandrina Black Wax Cheddar served with Maggie Beers quince paste, house made lavosh, water crackers and Barossa muscatels

\$65 per platter

SWEETS FOR THE SWEET (OR A LITTLE TART)

- Passionfruit curd tarts, slow baked lemon and lime tarts, assorted filled éclairs and profiteroles, hills berries and Alexandrina jersey cream

\$80 per platter

Cannot be used as a primary source of cocktail food. Available as additions to menus only.

EVENTS MENUS

AVAILABLE FOR LUNCH OR DINNER



TWO COURSE DINNER

\$45 per person

- Set entree or dessert and set main course

ADDITIONAL CHOICES

- Entree or Dessert \$3.00 per person (alternate drop)
- Main Course \$6.00 per person (alternate drop)

THREE COURSE DINNER

\$60 per person

- Set entree, set main course and set dessert

ADDITIONAL CHOICES

- Entree \$3.00 per person (alternate drop)
- Main Course \$6.00 per person (alternate drop)
- Dessert \$3.00 per person (alternate drop)

- **All menu options include one side dish per table, freshly brewed tea and coffee.**
- **Additional side dishes are available at \$6.50 per serve**
- **Group a la carte menus are available in Zouk Restaurant for groups under 30 guests.**

MENU UPGRADES

- | | |
|--|--------------------------|
| • Palate cleansing sorbet | \$4 per person |
| • Platters | From \$45 each |
| • Pre Dinner Canapés
Your choice of 2 cocktail items served over ½ hour | \$10 per person |
| • Chocolate Fondue Fountain
(Minimum 50 guests) | From \$350 |
| • Petit Fours | \$4.50 per person |

EVENTS MENU SELECTION

AVAILABLE FOR LUNCH OR DINNER



ENTREE

- Roast pumpkin & chilli soup with crème fraîche
- Tomato and basil soup with reggiano & crouton
- Panko chilli crumbed prawns on a cress salad with pineapple relish
- Seared duck breast on fried rice noodles with cress & smoked tomato
- Warm chicken salad with avocado mousse & rocket with our house dressing
- King prawns wrapped in prosciutto with rocket & a dill aioli
- Roasted tomato tart with shallots & fetta topped with rocket

MAIN COURSE

- Eye fillet Steak with confit potato, spinach, crisp prosciutto & beef jus
- Kangaroo fillet on a peppercorn mash with bok choy & quandong jus
- Chicken breast stuffed with spinach & brie, served on a roasted field mushroom & topped with jus & crisp paprika onion rings
- Chicken breast on roasted kipfler potatoes served with crispy prosciutto & jus
- Crispy skinned Atlantic Salmon fillet served with caramelised onions & beans, finished with buerre blanc sauce
- Roasted rack of pork with roasted kipfler potatoes & braised witlof, topped with a house-made plum sauce
- Barramundi fillets with tomato salsa & salsa verde
- Lamb cutlets in a honey & herb marinade with Tuscan style potatoes & a tomato & mint confit
- Three cheese cannelloni in a rich tomato & basil sauce, topped with pesto
- Fig & goats cheese tart with balsamic roasted shallots, topped with rocket

DESSERT

- Chocolate fondant with crème anglaise
- Vanilla panacottas with crème anglaise & raspberry couli
- Meringue with poached fruit & passionfruit couli
- Chocolate tart with macerated strawberries & mascarpone
- Lemon curd tart with dried lemon & chantilly cream
- Selection of premium cheeses & crackers

Menu subject to change.

COCKTAIL MENU

MINIMUM OF 30 GUESTS



1/2 HOUR COCKTAIL MENU

- Choice of two items from our cocktail selection

\$15 per person

ONE HOUR COCKTAIL MENU

- Choice of four items from our cocktail selection

\$20 per person

TWO HOUR COCKTAIL MENU

- Choice of eight items from our cocktail selection

\$30 per person

THREE HOUR COCKTAIL MENU

- Choice of ten items from our cocktail selection

\$45 per person

UPGRADE OPTIONS

- Additional platters
- Hot fork items (individual boxed dishes)
- Dessert items

From \$45 each
From \$5 per person
From \$4 per person

Or let us tailor a package to suit your requirements

COCKTAIL MENU CONTINUED: MINIMUM OF 30 GUESTS



COLD ITEMS

- Rare sealed teriyaki beef on sour dough with cucumber & wasabi mayo
- Smoked duck with smoked tomato chutney on crouton with rocket
- Cucumber rounds filled with sundried tomato dip and cherry tomato
- Mini Caesar with parmesan baskets
- Mini bruschetta on warm sourdough with goats curd
- Fresh Vietnamese cold rolls with lime soy dipping sauce
- Smoked salmon and cream cheese tartlets
- Sundried tomato & reggiano parmesan tartlets
- Smoked salmon and chive cream cheese on blinis with salmon roe
- Assorted Japanese sushi rolls with pickled ginger, wasabi & soy
- Spanner crab "san choy bow" with coriander, lime & chilli
- Swiss brown mushroom toast with pine nuts, parsley & truffle oil
- Spinach, kipfler potato & feta frittata with chive crème
- King tiger prawn & avocado cocktail
- Smoked Atlantic salmon & prosciutto roulade with lemon & horseradish

HOT ITEMS

- Panko crumbed tiger prawns with spiced mint & pineapple relish
- Moroccan spiced lamb with wild rocket and raita on spiced crouton
- Assorted mini quiches
- Beef wrapped in prosciutto and sage with ginger infused soy
- Prime beef skewers with vegetable relish
- Szechuan spiced lamb meatballs with mint yoghurt
- Peking duck and coriander wraps with hoi sin dipping sauce
- Vegetable spring rolls with assorted dipping sauces
- Grilled chicken tikka skewers
- Chinese style steamed dim sims with soy dipping sauce
- Roast duck shanks with spiced salt & roasted garlic aioli
- Crispy sweet potato & roasted capsicum cakes with creamed goats curd
- Atlantic salmon skewers with sweet dill & mustard dipping sauce
- Steamed char sui pork bun with Zen dipping sauce
- Smoked ham & cheese pastry pocket with tomato chilli jam
- Caramelised Asian pork with chilli pineapple dipping sauce
- Parmesan & herb arancini balls with lemon zest & oregano aioli

INDIVIDUALLY BOXED ITEMS

- Pad Thai noodles
- Chicken Massaman curry with lime basmati
- Lamb korma with noodles
- Thai beef salad
- Charsui Pork
- Fish goujons with oven baked fries
- Prawn & chorizo paella
- Eggplant & mushroom green curry

**\$5 per person
per selection**

BEVERAGE PACKAGES



PREMIUM PACKAGE

• Two Hour Package	\$25 per person
• Three Hour Package	\$30 per person
• Four Hour Package	\$35 per person

Includes:

- Hardy's Riddle Sparkling Brut Reserve
- Hardy's Riddle Sauvignon Blanc
- Hardy's Riddle Shiraz Cabernet
- Coopers Beers – Pale Ale and Light
- Soft drink

DELUXE PACKAGE

• Two Hour Package	\$32 per person
• Three Hour Package	\$35 per person
• Four Hour Package	\$39 per person

Includes:

- Yarra Burn Premium Cuvee Brut
- Geoff Merrill Sauvignon Blanc
- Geoff Merrill Cabernet Sauvignon Blanc
- Coopers Beers – Pale Ale and Light & Crown Lager
- Soft drink

GRAND CHIFLEY PACKAGE

• Two Hour Package	\$34 per person
• Three Hour Package	\$37 per person
• Four Hour Package	\$41 per person

Includes:

- Bay of Fires Tasmanian Sparkling Cuvee Brut
- Chapel Hill Unwooded Chardonnay
- Chapel Hill Cabernet Sauvignon
- Coopers Beers – Pale Ale and Light & Crown Lager
- Soft drink

ACCOMMODATION TERMS AND CONDITIONS



- The agreed rates are room only and inclusive of GST. The rates are based on a minimum of ten (10) rooms per night.
- Additional adults using existing bedding (including sofa bed) pay an extra \$20.00 per night.
- The agreed rates shall apply 7 days before and after your event for those delegates wishing to extend their stay.
- All luggage should be clearly labelled with guests name.
- Non-guaranteed rooms will be released at 6.00pm on the day of arrival if we have not been notified of late arrival.
- Check in is from 3.00pm and check out is by 10.30am
- Access outside of these hours is subject to availability and additional charges may be incurred. In the event of a group arrival, please provide the anticipated arrival time. Upon checking in, all guests are asked for a credit card guarantee or \$100.00 cash to cover incidental costs throughout their stay.

OVER 90 DAYS PRIOR TO ARRIVAL

- Cancellations must be made in writing. 50% of initial deposit is forfeited.

90 DAYS PRIOR TO ARRIVAL

- The room allocation will be reviewed and subject to status, 35% of the block will be released unless the client guarantees payment in the event of cancellation. Written confirmation of the total revised room block is required. In the event of cancellation the full initial deposit will be forfeited.

60 DAYS PRIOR TO ARRIVAL

- The room allocation will be reviewed and subject to status, 25% of the revised block will be Released unless the client guarantees payment in the event of cancellation. Written confirmation of the total revised room block is required. In the event of cancellation the full initial deposit will be forfeited.

30 DAYS PRIOR TO ARRIVAL

- A provisional rooming list is required with one night's accommodation charge to be supplied as a holding deposit. Any excess rooms being held, but not listed on your rooming list will be released for general sale. Any subsequent reservations will be accepted on a request and availability basis. In the event of cancellation, the full initial deposit will be forfeited and a cancellation fee equivalent to one nights accommodation (per cancelled room) will be incurred.

30 TO 14 DAYS PRIOR TO ARRIVAL

- A cancellation fee equivalent to the cost of one night's accommodation (per cancelled room) will be incurred.

13 DAYS OR LESS PRIOR TO ARRIVAL

- The final rooming list is required. 100% of the accommodation charges will be incurred. This includes guests who have bookings and do not arrive. Guests choosing to depart prior to the original reservation dates will also be subjected to charges.

CONFERENCE TERMS AND CONDITIONS



CONFIRMATION

- A booking will be regarded as confirmed only upon receipt of the initial deposit along with the signed contract.
- Progressive payments, based on a percentage of anticipated revenue, may be payable in accordance with the deposit schedule. Note: All quotes are exclusive of any future Government Taxes and charges that may occur.
- Special conditions included in individual proposals/quotations over-ride the general terms and conditions.

FUNCTION DETAILS

- Details of all arrangements must be supplied to the conference office twenty one (21) days prior to the commencement of the function.

CATERING

- All catering and function room requirements MUST be charged to your Master Account – we are unable to charge to individual guest accounts
- Final menu choices are required twenty-one (21) days prior to the function.
- It is the responsibility of the client to contact the hotel regarding the final number of attendees. Minimum numbers are required in writing to the hotel, 10 working days prior to the event. The minimum numbers will be charged on the day unless final guaranteed numbers exceed this figure. Final guaranteed numbers and last minute confirmation of details are required in writing, by noon, two working days (Monday- Friday) prior to the date on which the function commences. Increases of up to 5% are acceptable after this time; any growth exceeding the 5% will be charged the negotiated delegate price plus a surcharge of 15% per person over the 5%. Should guaranteed numbers not be received, the account will be calculated on the basis of the attendee numbers indicated on the contract.
- Grand Chifley Adelaide reserves the right to provide all catering on the premises. No food or beverage may be brought into the hotel for consumption before, during or after a function. Quotations for functions are based on the understanding that should numbers attending your function decrease by 10% or more from the original number booked, additional charges will be incurred and the function may be moved to a more suitable room at the hotel management's discretion.
- Labour surcharges are incurred on cash bars. Grand Chifley Adelaide enforces responsible service of alcohol.
- Surcharges may apply to events on Public Holidays and Sundays, prices on application.

ROOM ALLOCATION/EVENT TIMINGS

- Grand Chifley Adelaide reserves the right to assign an alternative room or venue where the original room or venue is inappropriate or unavailable due to circumstances beyond the control of the hotel.
- Should attendee numbers decrease significantly from numbers advised at the time of confirmation, the hotel reserves the right to re-allocate space to a more appropriate area.
- You may reduce your space allocation up to 120 days prior to the event without penalty. After this, space reductions will be accepted, however, room hire will apply unless the space is subsequently re-sold at no less favourable terms.
- The client agrees to commence its function at the scheduled time and agrees to have its personal members, guests and invitees vacate the designated function space at the closing hour indicated. If the client breaches this condition, the client will be liable for extra charges incurred by the hotel (i.e. labour).

GRAND CHIFLEY ADELAIDE

- No banners, signs or posters may be attached to any surface of the Hotel without advance approval from the conference and banqueting office.
- Grand Chifley Adelaide signage must not be covered or obscured in any way.
- Any loss of or damage to the Convention Centre, Accommodation facilities or equipment caused by the organiser, their guests or contractors before, during or after the event is the financial responsibility of the organiser.

SECURITY AND CONDUCT

- Grand Chifley Adelaide requires that function organisers accept responsibility for the orderly conduct of attendees and contractors. Should the hotel have any reason to believe an event will adversely affect the smooth running of the hotel's business, its security or good reputation, it reserves the right to cancel the event.

AMENDMENTS

- Amendments to these terms and conditions shall only be valid if made in writing and signed by Grand Chifley Adelaide management. The waiver of terms and conditions stated in the contract applies to the particular occasions as documented in an amendment. This shall not be deemed a waiver of these terms and conditions for future occasions.

BASIS OF AGREEMENT

- Performance is contingent upon the ability of the hotel to complete same, and is subject to labour troubles, disputes, strikes or picketing, accidents, government (federal, state or local) requisitions, restrictions upon travel, transportation, food, beverages, or supplies, equipment failure and other causes, whether enumerated herein or not, which are beyond the control of the hotel. In no event shall the hotel be liable for the loss of profit or consequential damages, whether based on breach of contract, warranty or otherwise. In no event shall the hotel's liability be in excess of the total amount of the food and beverages contracted heretofore.