



COMFORT INN
REGAL PARK

EVENTS AND CONFERENCE PACK

2018



CHOICE
HOTELS



Terrace Room

Phone (08) 8267 3665
 Email functions@regalpark.com.au
 Web www.regalpark.com.au

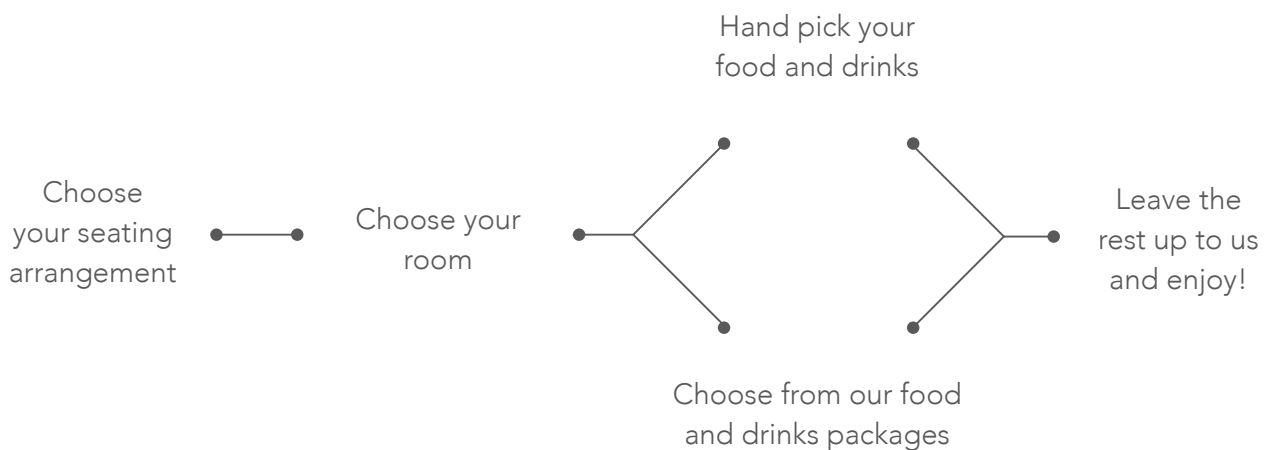
The Regal Park

- Central location with car parking and ground floor access
- All inclusive equipment hire & WI FI
- Day delegate catering package
- Natural light with block out curtains

Perfect for:

- Conference with accommodation
- Presentations
- Workshops
- AGM
- Trade displays
- Cocktail parties
- Boardroom meetings
- Corporate breakfasts
- Product launches
- Seminars

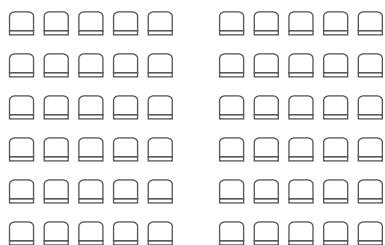
How It Works



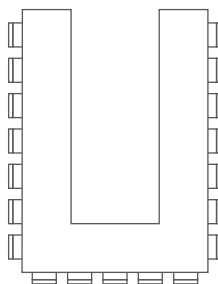
Seating Arrangements

Please contact us for custom arrangements.

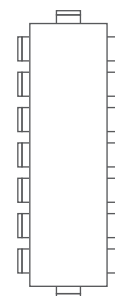
Theatre



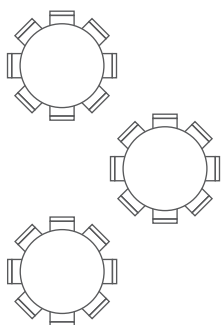
U Shape



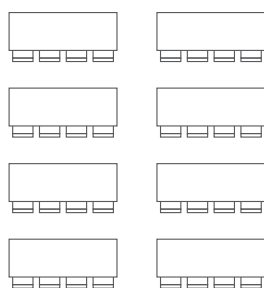
Boardroom



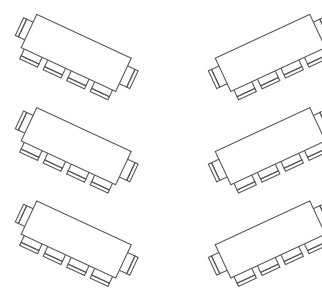
Rounds



Classroom



Herring



Our Rooms

	Theatre	U shape	Boardroom	Rounds	Classroom	Herring
Terrace Room	100 people	50 people	40 people	80 people	40 people	40 people
Barton Conference Room	40 people	30 people	20 people	30 people	20 people	30 people
Pool Side Boardroom	20 people	10 people	12 people	NA	NA	NA

Terrace Room - Full day \$390 / Half day \$295

Our biggest and grandest room, perfect for large meetings such as AGMs, networking events, parties and trade displays. The Terrace Room has an inbuilt bar, fridges and espresso machine along with a 150 inch screen and projector.

Barton Conference Room - Room Hire \$290

The Barton conference room is a second largest room boasting beautiful park views and easy access excellent for equipment set up. The Barton conference room is ideal for conferences large boardroom meetings

Pool Side Boardroom - Room Hire \$150

Our smallest and coziest room with an outdoor breakout area ideal for boardroom meetings, team exercises and training.

Surcharges - Rounds - extra \$18 per table.





Catering

Morning Tea or Afternoon Tea

Continuous all day fresh brewed Rio Coffee & tea station	\$ 5.00 pp
Warm scones with jam & cream	\$ 4.50 pp
Selection of cookies	\$ 3.50 pp
Selection of muffins	\$ 3.50 pp
Fresh fruit platter (serves 10 people)	\$ 55.00 ea

Working Lunch Options (Selection of one for Day Delegate package)

Selection of wraps and sandwiches	\$ 14.50 pp
Grilled Moroccan chicken with garden salad	\$ 18.50 pp
Open lamb yiros with lettuce, tomato & cucumber raita	\$ 18.50 pp
Grilled chicken focaccia burger	\$ 18.50 pp
Beef lasagne with seasoned wedges & garden salad	\$ 19.50 pp
Chicken schnitzel burger	\$ 18.50 pp
Beef burger	\$ 18.50 pp
Seasonal fresh fruit platter (serves 10 people)	\$ 55.00 ea





Set Menu Options

Set Menu Options - Minimum 20 people - Choice of 2 mains

2 Course – Entrée & Main or Main & Dessert \$ 39.00 pp

3 Course – Entrée, Main & Dessert \$ 52.00 pp

(Please Deduct \$3 pp for alternate drop and \$3 pp for soup)

Extras

Fresh brewed tea & coffee station \$ 5.00 pp

Shared chefs selection of Australian cheeses and fresh fruit platter \$ 8.00 pp

Menus subject to availability & can also be tailored to your needs.

For any dietary requirements please inform our Functions Coordinator.

Entrée

Shared tasting platter- Chefs selection of dips with turkish bread, spicy chorizo & prawn skewers, pumpkin & mozzarella arancini balls and salt & pepper squid

Soup of the day

Served with toasted ciabata

Mains (choice of 2)

MSA porterhouse steak , red wine Jus

Grilled Atlantic salmon Sweetchili coconut sauce

Oven baked chicken breast with citrus hollandaise

Vegetarian risotto with shaved parmesan (GF)

Pork belly with sticky cider glaze

All main meals served with root vegetables & potatoes

Desserts (choice of 1)

Rhubarb & apple crumble with ice cream

Pavlova with fresh fruit salad and cream

Sticky date pudding, butterscotch sauce and ice cream

Strawberry cheesecake with berry coulis





Cocktail Platters

Cocktail Platters

Asian selection of spring rolls , samosas & dim sims	\$ 35.00
Crispy potato wedges with sweet chilli & sour cream	\$ 25.00
Prawn twisters with garlic aioli	\$ 55.00
Lemon peppered squid with lime & sweet chilli dipping	\$ 55.00
Pumpkin & mozzarella arrancini with tomato chutney	\$ 45.00
Mini party pies, pasties & sausage rolls	\$ 55.00
Cocktail tandoori chicken skewers with mint yoghurt dipping	\$ 55.00
Cajun crumbed chicken tenders with smokey BBQ & ranch	\$ 55.00
Hoisin meatballs with sesame seeds & plum dipping	\$ 55.00
Dips & pita – chefs selection of dips, warm pita & crudités	\$ 45.00
Beef sliders with pickles, cheddar cheese, fried onion	\$ 65.00
Cheese board – Australian cheeses, lavosh, quince paste	\$ 80.00
Pizzas -	\$ 55.00
Hawaiian – ham, pineapple & mozzarella cheese	
Vego- roasted pumpkin, olives, feta, spanish onion, rocket & aioli (V)	
BBQ Chicken – chicken, mushroom, onion, capsicum, BBQ Sauce & Mozzarella	

All platters serve between 10 - 15 people

Corporate Breakfast

A unique streamlined breakfast format of ordering at the entrance. \$ 33.00 pp

Fresh fruit platter & house made muffins on arrival. Choice of 4 breakfast options and includes espresso coffee*

- Toasted granola with banana, strawberries & yoghurt
- Eggs Benedictine served on English muffin with hollandaise
- Big breakfast with scrambled egg , bacon , tomato , spinach & mushrooms
- Vegetarian – poached eggs , sautéed baby spinach, mushrooms, tomato & avocado

Minimum 25 people

*Espresso coffee in Terrace Room only.



Packages

Day Delegate Package

\$ 49.50 pp

Great value - minimum 20 people

Inclusive of

- Room hire & equipment
- Fresh fruit platter on arrival
- All day continuous tea & coffee station
- Morning tea – scones with jam & cream
- Working lunch (please select one option from page 8)
- Afternoon tea – muffins & cookies
- Writing pads & pens
- Selection of mints

Network Cocktail Package

\$ 25.00 pp

Includes private room hire and equipment

- 2 hours cocktail food choices of 4
- 1 beer, wine, cider or soft drink per guest

Drink Packages

Option 1

\$ 25 pp - 3hr

\$ 32 pp - 4hr

\$ 35 pp - 5hr

- Dunes & Greene NV
- Oxford Landing Sauvignon Blanc
- Banrock Station Moscato
- Yalumba The Scribbler Caberney Sauvignon
- Hahn Super Dry, Hahn Premium Light, Adelaide Hills Cider
- Soft drinks/juices

Option 2

\$ 29 pp - 3hr

\$ 36 pp - 4hr

\$ 39 pp - 5hr

- Jansz Premium NV
- Twin Island's Sauvignon Blanc
- Dune & Greene Split Pick Moscato
- Kaleske Pirathon Shiraz
- Crown Lager, Corona, Hahn Super Dry, Cascade Premium Light, Pale Ale and Adelaide Hills Cider
- Soft drinks/juices



Terms & Conditions

While we make every effort to ensure that our patrons and function guests have a wonderful event at Comfort Inn Regal Park . We put the safety of our guests and staff first at all times. Please read carefully the terms and conditions of booking the Regal Park.

Bookings

A tentative booking is only secured and confirmed once the quoted deposit has been paid and completed booking confirmation form has been returned. Tentative bookings are held for five days only, after which management reserves the right to re-book the room without notice.

Responsible service of alcohol

The Comfort Inn Regal Park and its staff provide responsible service of alcohol at all times, for the safety of the staff & patrons of the hotel. We reserve the right to refuse service to anyone deemed to be unduly intoxicated. Minors must be off the premises by 11.50pm, with absolutely no exceptions. Any guest who is found to supply a minor or intoxicated person with alcohol will be removed from the premises without exception.

Safety of patrons & staff

We reserve the right to remove any individual who is unduly intoxicated or acting in an objectionable manner, close a function early if large numbers of guests are intoxicated or acting inappropriately, or posing a risk to others safety. Any patron who show aggressive, intimidating or objectionable behaviour to any staff member will be removed from the premises immediately.

Final numbers & requirements

Final numbers & food selection are required 7 days prior to your function, communicated to the Function Coordinator 7 days prior to your event.

Cleaning

General cleaning is included in your room hire fee. If extra cleaning is required, the organiser may be charged a fee. You will be notified immediately on the night and invoiced 24 hours later, with payment due within 7 days. We do not permit the use of glitter or confetti.

Damages/theft

If damages are incurred, the function organiser is held solely financially responsible. Nothing may be adhered to the walls or glass with sticky tape. No confetti is to be used. Live candles are not permitted. If a guest is found to have damaged or stolen Regal Park property, the organizer will be charged and in extreme cases, the appropriate authorities will be notified. Excessive glass breakages will be charged to the function organiser.

Cancellations

Confirmed bookings cancelled before the event will forfeit their deposit. Bookings cancelled up to 28 days before the function will not be refunded.

Security

Security will be booked at management discretion, and in certain cases. Functions will be charged a fee to hire security. eg: 18th birthdays, buck shows.

Goods/property

The Regal Park will not be held responsible for any goods or property on the premises before, during or after an event. The owner leaves their property at The Regal Park at their own risk. All property must be collected within 24hrs of the event. Management must be informed if goods are to be dropped off or left for collection prior to an event.

18th birthdays & buck shows

Please contact the functions coordinator to discuss separate terms and conditions for these types of functions.

Payment of your account

Payment is required in full by the end of your function. We do not invoice for post payment, nor do we accept personal cheques without prior consent from management. Any additional charges for damage, theft or excessive cleaning will be invoiced 24hrs after the event & payment due in 48hrs. Cash is welcome as an alternative payment, or prior direct debit payment.

Minimum spend

Terrace \$700

Barton \$450

Boardroom \$250

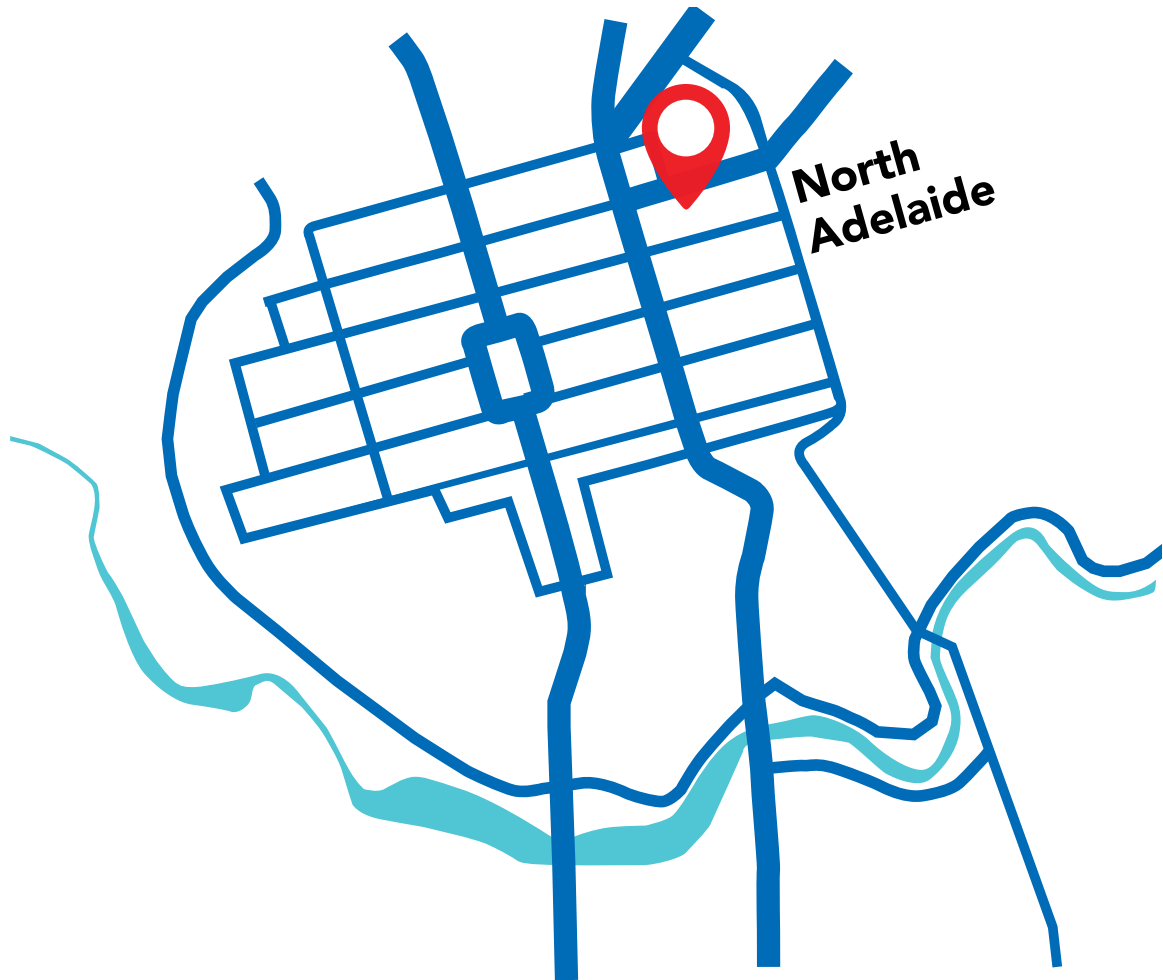
After hours surcharge

\$50 per hour will apply to functions that run past 9pm.

Agreement

You accept that The Comfort Inn Regal Park has a responsibility to its staff and patrons to provide a safe and secure environment, and that The Regal Park staff will provide responsible service of alcohol without exception and have the right to refuse service to, or remove anyone who we





(08) 8267 3665
functions@regalpark.com.au
www.regalpark.com.au

44 Barton Terrace East, North Adelaide, 5006

