



## FUNCTION PACK



Orion Exclusive Events, with three function spaces in the historic Orient Hotel, is the perfect venue for your function.

Centrally located at 89 George Street in Sydney's vibrant Rocks precinct, The Orient has a variety of rooms and menus to suit all needs and budgets.

Orion Exclusive Events will plan your event from start to finish. Simply select your preferred options from this function pack, or we can tailor your event.

1. **Choose your date.** Remember, certain periods are busier than others; it's best to book well in advance to avoid disappointment.
2. **Choose your room.** We have several spaces for hire, each a different style, with a different capacity.
3. **Choose your menu.** Would you prefer a sit-down affair with full table service or cocktails and canapés? Choose from our packages or ask us to design a menu to suit your taste and budget.
4. **Choose your drinks.** Do you want to serve standard beer, wine, champagne and soft drinks or would you like to add spirits and choose particular wines? Choose one of our beverage packs.

If you have any questions about functions or special requests please call or email our Events Team on 02 9251 1255 or email [functions@ryanshotels.com.au](mailto:functions@ryanshotels.com.au)

## SPACES FOR HIRE



### The Orion Function Room

Orion is a space on the top floor of the hotel with three distinct areas: a dedicated bar area, dance floor and lounge area with comfortable leather sofas overlooking Sydney Harbour.

Ideal for medium to large corporate and private events, with the option of seated dining, cocktail events, theatre-style and conference functions, Orion can cater for just about any event.

Capacity:	170 Canapé, 50 Theatre Style, 40 Seated
Location:	2nd Floor
Menu:	All menu options are available in this space
Beverage Options:	Beverage Packages, On consumption, beverage tabs, or Cash Bar
Availability:	Monday – Saturday 9am -11pm, Sunday 11am – 10pm. Closed Christmas Day
Bookings:	Exclusive use with a room hire or minimum spend



## Mrs Jones Dining

Stylishly decorated, Mrs Jones Dining offers the perfect environment for an intimate meal, business lunch or dinner, with harbour glimpses from the vast Georgian windows. We also have a semi-private dining area that can be screened off from the main dining room, which holds up to 20 guests.

Capacity:	65 seated
Located:	1st Floor
Menu:	All menu options are available in this space
Beverage Option:	Beverage Packages, On consumption, Cash bar
Availability:	Monday – Sunday noon till 9pm. Exclusive use times can be arranged. Closed Christmas Day
Bookings:	Group bookings anytime or Exclusive use with a minimum spend (Monday to Wednesday only)



## Mrs Jones Terrace

A stunning, newly created outdoor terrace space, with sliding glass walls and a retractable roof, our Terrace is the perfect choice for your event in any weather. Great for cocktail parties, casual drinks or group events, overlooking the hotel's courtyard and historic Kendall Lane.

Capacity:	120 Canapé
Located:	1st Floor
Menu:	Canape menu, Bar menu
Beverage Option:	Beverage Packages, On consumption, Cash bar
Availability:	Monday – Sunday 11.30am til 10pm Closed Christmas Day
Bookings:	Group bookings for up to 30 people, or Exclusive use with a minimum spend (Monday to Wednesday only)

### **Orient Hotel**

89 George St The Rocks, Sydney NSW 2000 [orienthotel.com.au](http://orienthotel.com.au) 9251 1255 or Dining Room 9251 5631

## PREMIUM SET MENU

### SET MENU 1

\$50pp 2 Courses: mains, desserts, sides

### SET MENU 2

\$55pp 2 Courses: entrees, mains & sides

### SET MENU 3

\$65pp 3 Courses: entrees, mains, desserts & sides

#### ENTRÉE

##### Bruschetta

*Mixed baby tomatoes, buffalo mozzarella, basil & balsamic served on sour dough*

##### Salt & Pepper Squid

*Fried squid tentacles, Szechuan pepper & garlic aioli*

##### Warm Grilled Kangaroo Salad (Med-rare)

*Melody tomatoes, beetroot, parsley, hazelnuts & Persian feta*

#### CHOICE OF MAIN

##### Sirloin Steak 220g

*polenta chips, broccolini & red wine jus*

##### Pan-fried Salmon

*saffron mash, braised fennel, confit tomatoes & herb oil*

##### Potato Gnocchi

*pumpkin, sundried tomato, cream sauce, parmesan cheese & pine nuts*

#### SIDES

Seasoned Chips

Rocket & parmesan salad

#### DESSERT

##### Dark Chocolate Brownie

with double cream

##### Mum's Semolina Pudding

sultanas, saffron & nuts with crème anglaise

##### Single Cheese Plate - South Cape brie

*(Tasmania), quince paste & lavosh*

## CASUAL SET MENU

### SET MENU 4

\$35 per person: shared entrée & main

### SET MENU 5

\$40 per person: shared entrée, main & dessert

#### SHARED ENTRÉE

Garlic Bread & Cured Meat Plates

#### CHOICE OF MAIN

##### Chicken Caesar Salad

*baby cos, chicken, croutons, smoked maple speck, parmesan, soft egg*

##### Chicken Burger

*spicy chicken breast, cos lettuce, tomato, onion, buttermilk sauce & seasoned chips*

##### Battered Flathead

*served with seasoned chips, tartare sauce & lemon*

##### Potato Gnocchi

*pumpkin, sun dried tomatoes, cream sauce, parmesan cheese & pine nuts*

##### Beef Burger

*American cheese, pickled beetroot, cos lettuce, tomato, Orient burger sauce & seasoned chips (served medium)*

##### Chicken Parmigiana

*crumbed chicken schnitzel, napolitano sauce, mozzarella, house slaw & seasoned chips*

##### Veggie Burger

*lentil pattie, rocket, buffalo mozzarella, tomato, buttermilk sauce & seasoned chips*

#### DESSERT

Dark Chocolate Brownie with double cream

# CANAPÉ MENU

Choose from the price-per-head options or purchase per-piece items from the menu below, (Minimum 25 pieces per item).

**\$25 per person:** Select 6 canapé items

**\$35 per person:** Select 7 canapé items and 1 substantial

**\$50 per person:** Select 8 canapé items and 2 substantial

## Per Piece \$4.00

Truffled mushroom & parmesan arancini (v, gf)

Prawn dumplings, ponzu sauce

Vegetable samosa, sweet chilli sauce (v)

Spinach & ricotta pasties (v)

Crostini of roast capsicum, feta, basil (v)

Potato rosti with char-grilled vegetables and basil pesto (v, gf)

Falafel with mint & cumin yoghurt, hummus, house-made Moroccan spice (v, gf)

## Dessert (\$4.50 per piece)

Mini dark chocolate brownie with double cream

## Per Piece \$5.00

Panko crumbed prawns, garlic aioli

Peaking duck spring rolls, hoisin dressing

Lamb croquettes, mint yoghurt

Mini beef and red wine pie, tomato sauce

Salt barramundi balls, tartare sauce

Rare beef skewer, spiced soy dressing

Chicken saltimbocca (gf)

## Per Piece \$9.50 (substantials)

Tempura flathead with chips & lemon

Penne, tomato, basil, parmesan (v, gf option available)

S&P squid tentacles with chips

Pumpkin risotto (gf) (with or without chicken)

## Large Platters (approx. 8-10 people)

Dips and grilled bread - a selection of three dips served with toasted sourdough \$45

Cured meats – a selection served with cheddar cheese, cornichons & grissini \$65

Mixed cheese plate – a selection of cheeses served with quince paste & lavosh (v) \$50

# Beverage Options

Available for 3 hour and 4 hour functions

## CASH BAR

You & your guests purchase your own drinks from the bar.

## BAR TAB

You can set the limit & restrictions.

## NON-PREMIUM PACKAGE

\$45/person for 3 hours

\$60/person for 4 hours

Tyrrell's Moore's Creek Sauvignon Blanc

Tyrrell's Moore's Creek Shiraz

Tyrrell's Sparkling Brut

All Australian Draught Beer & Cascade Light

Cider

Soft Drink & Juice

## PREMIUM PACKAGES

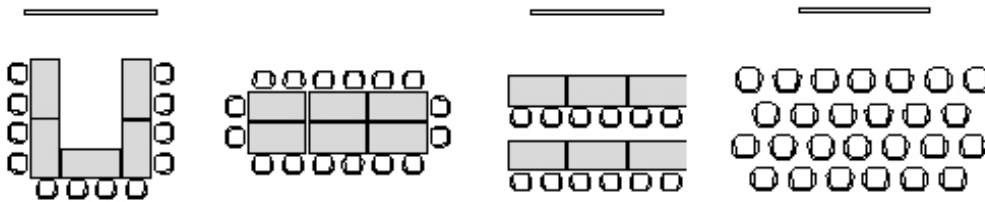
Tailored beverage menus available on request.

# Conference Packages

Ideal for large corporate and private conference events, with morning and afternoon tea available, along with working-lunch menu options.

The conference room configuration chosen will determine the maximum number of guests.

Configurations include U-shape, boardroom style, classroom and theatre-style.



## CONFERENCE HALF-DAY PACKAGE

\$500 Room hire and refreshments

Morning Session: 9am to 1pm or Afternoon Session: 1pm to 5pm

Includes either Morning or Afternoon Tea: *tea, coffee, biscuits & bottled water*

## CONFERENCE FULL DAY PACKAGE

\$750 room hire and refreshments

9am to 5pm

Includes both Morning & Afternoon Tea: *tea, coffee, biscuits & bottled water*

Working Lunches are available with the conference packages:

**Set Menus 1-5** are available from \$35 per person to \$65 per person

**Orient Hotel**

89 George St The Rocks, Sydney NSW 2000 orienthotel.com.au 9251 1255 or Dining Room 9251 5631

# TERMS & CONDITIONS

## **BOOKING CONFIRMATION**

To confirm a function booking the following is required:

- ❖ \$250 is required as a deposit along with credit card authorisation
- ❖ Completed & signed Client Information Booking form agreeing to all terms & conditions
- ❖ To confirm a function booking in November - December period, \$500 is required as a deposit along with credit card authorisation, terms & conditions forms completed and signed. Should the above mentioned deposit and forms not be received by the due date, the Orient Hotel reserves the right to cancel reservations held on the client's behalf.

## **FINAL NUMBERS & MENU SELECTION:**

- ❖ Menu selection is required 2 weeks prior to your event
- ❖ Final number of guests must be confirmed 7 days prior to the function date. This will be the minimum number of guests charged on the day
- ❖ Numbers cannot decrease after this time, as the food has already been ordered 7 days prior.

## **PAYMENT**

- ❖ All accounts are to be settled in full at the close of the event.
- ❖ Full payments can be made prior to event but must be cleared into our account 2 days before your event.
- ❖ Invoicing is only permitted if a credit agreement has been established with the Orient Hotel.
- ❖ If payment is not supplied in full at the close of the event, the credit card authorisation that has been supplied will be charged.

## **CANCELLATION**

- ❖ If cancellation occurs less than 2 weeks before the function date, 50% of the deposit will be refunded.
- ❖ If cancellation occurs less than 1 week before the function date, the client will not receive any refund on their deposit.

## **EXPECTED CONDUCT**

- ❖ The client shall conduct the function in an orderly manner and in full compliance with the rules of the Orient Hotel's policies and in accordance with all applicable laws.
- ❖ The management of the Orient Hotel reserves the right to remove patrons attending functions from the premises for unruly behaviour and/or showing signs of intoxication as determined by the management's discretion or by RSA regulations.

## **INSURANCE/DAMAGES**

- ❖ The client shall remain responsible at all times for any loss or damage to the property of the Hotel caused by the client, guests and invitees.
- ❖ We are extremely careful when looking after guests and their property, but unfortunately cannot take responsibility for the damage or loss of items belonging to guests before, during or after a function.

## **ENTERTAINMENT & ADDITIONAL SERVICES**

- ❖ Entertainment can be arranged at an additional cost prior to your event.
- ❖ Additional Security may be required for your event at an additional charge.
- ❖ Delivery of hired equipment supplied by the client to the hotel must be advised to the Function Coordinator prior to the delivery and must be delivered to a designated area. The hotel will not be responsible for the cost, security, set-up or transportation of this equipment and will not be responsible for any damage or loss sustained. All goods must be collected at the conclusion of the event unless special arrangements have been made with the Function Coordinator.

## **RESPONSIBLE SERVICE OF ALCOHOL**

The Orient Hotel practises the responsible service of alcohol. Management supports the actions of staff in refusing to serve intoxicated, disorderly or underage patrons in accordance with this act.

- ❖ All food & beverages must be consumed on the premise
- ❖ It is illegal to serve alcoholic beverages to any person under 18 years of age and the Orient Hotel reserves the right to request suitable identification.
- ❖ Management reserves the right to close the bar when it deems necessary

## **UNFORSEEN CIRCUMSTANCES**

- ❖ In the event of inability to comply with any of the provisions of this contract by virtue of any cessation or interruption or electricity or gas supplies, industrial disputes, plant or equipment failure, unavailability of food items, other unforeseen contingency or accident, the Hotel reserves the right to cancel any booking or refund any deposit without notice.
- ❖ Due to unforeseen circumstances, should the room/s reserved be unavailable, we reserve the right to substitute similar venues. Every effort will be made to advise you in advance.



# Client Information Booking Form

Please contact The Orient Hotel on 9251-1255 if you wish to discuss your enquiry.  
 Alternatively you can complete the following event enquiry form and fax to 02 9247 4569,  
 or E-mail [functions@ryanshotels.com.au](mailto:functions@ryanshotels.com.au)

## Client Information

Contact Name:  
 Company Name:  
 Direct Phone:  
 Mobile Phone:  
 E-mail:  
 How did you hear about The Orient Hotel & Mrs Jones?

## Event Information

Event Name: Type of Event:  
 Date of Event: Time of Event:  
 Number of Attendees: Room Requested:

## Event Requests (please circle your choice):

Beverage Options:      Cash Bar                      Bar Tab                      Beverage Pack  
 Food Options:              Canapés                      Set Menu                      Conference      Bar Menu  
 Audio Visual:              Plasma TV                      Lap Top                      Microphone  
 Entertainment:              Own music                      DJ                      Trivia                      Other

Please let us know if you would like to bring decorations or props.

Please advise us of any other requests you may have or any additional information you may need incorporated into planning your event.

Agreement: I hereby agree to the terms and conditions outlined above and I am aware the information supplied may be used in follow up communications.

Signed: .....Name (please print): .....

Company: .....Function Date:.....

To secure your booking, please provide a deposit of \$250 by completing the credit card slip below.  
 Please note credit card payments will incur a surcharge

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 Card Number: ★★★

Card Type: Visa / Amex / Diners / Other (please specify) \_\_\_\_\_

Expiry Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_                      CCV: \_\_\_\_\_

Amount: \$ \_\_\_\_\_                      Today's Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Signature:** \_\_\_\_\_

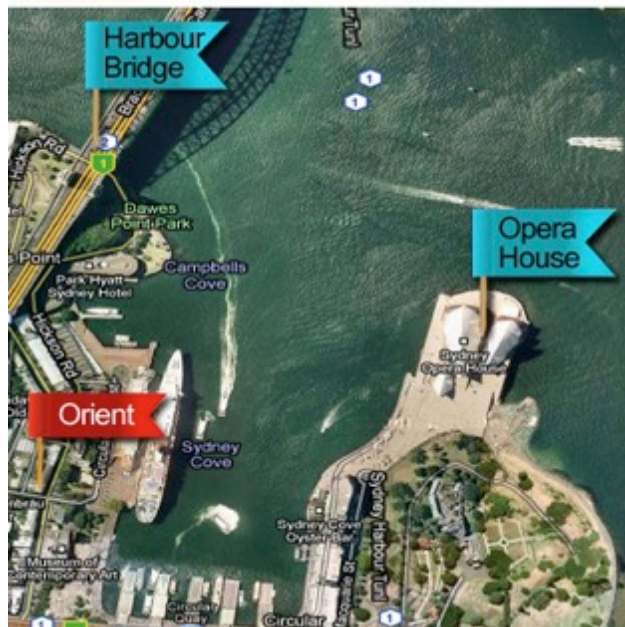
# Where to find us

The Orient & Mrs Jones is located in the heart of Sydney, in the historic Rocks precinct at 89 George Street The Rocks, Sydney 2000 Telephone: 02 9251 1255 Fax: 02 9247 4569

Email: [functions@ryanshotels.com.au](mailto:functions@ryanshotels.com.au)

[www.orienthotel.com.au](http://www.orienthotel.com.au)

[mrsjonesbar.com.au](http://mrsjonesbar.com.au)



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