



# BROWN BROTHERS BUSINESS EVENTS

Host your next business event at Brown Brothers in the beautiful King Valley.

## VENUE CAPACITY

VENUE	THEATRE	BOARDROOM	CABERET	CLASSROOM
Historic Barn	140	40	70	56
Family House		18		

## VENUE HIRE

Half day 1-4 hours = \$250

Full day 4+ hours = \$500

## STANDARD INCLUSIONS

Tables, chairs, projector and screen, internet access, PA with roving microphone, lectern, water, tea and coffee station, access to power for presenter.

Presenter should provide their own laptop (compatible with HDMI cable).

Venue hire *does not* include additional staffing during your function.

## CATERING

Morning tea \$10 per person

Afternoon tea \$10 per person

## Shared Platter Lunch

\$25 per person

Either served as working lunch or in the Wine Bar as a breakout area

## Patricia's Table Restaurant

Two courses with matched wines \$67.50 per person

Three courses with matched wines \$88 per person

## OPTIONAL: Cellar Door Wine Tasting

Enjoy a private hosted experience and taste your way through the Brown Brothers range, including limited and Cellar Door release wines.

Business hours \$5 per person (minimum charge \$50)

After hours \$10 per person (minimum charge \$200)

Duration: 1 hour

## CORPORATE FUNCTION | BOOKING FORM

All bookings are subject to availability. To confirm your booking, a credit card must be provided with your completed booking form and written confirmation received from Brown Brothers.

FUNCTION DATE		
NAME OF FUNCTION (displayed on signage if required)		
INVOICE TO BE ISSUED TO		
Invoice reference (if applicable)		
CONTACT DETAILS	Name:	
	Phone:	
	Email	
Number of guests		
Venue (please select)		Family House (Boardroom) Historic Barn (Theatre   Boardroom   Cabaret   Classroom)
Please select what you require		Projector & screen   Speakers   PA & roving microphone Lectern   Wi-Fi   Other:
Catering		Morning tea   Afternoon tea Lunch: Shared platters: Working lunch   Wine Bar Lunch: Patricia's Table Restaurant: Two course   Three course
Dietary requirements		
FUNCTION TIMELINE		
Presenter / organiser arrival		
Participant arrival		
Catering	Morning tea Lunch Afternoon tea Other	
Conclusion / departure		
NAME / SIGNATURE:		<i>I accept the terms and conditions stated below</i>
HOLDING CREDIT CARD <i>(only charged in case of cancellation, unless otherwise instructed)</i>		
Card number:		
Expiry date:		
CCV:		

### GROUP TERMS & CONDITIONS

Last sitting in Patricia's Table at 2.30pm. Wine Bar closes at 4pm. Cellar Door and Grounds close at 5:00 pm.  
 All bookings are subject to availability and are not confirmed until confirmation is received from Brown Brothers.  
 Pricing subject to change. All prices are inclusive of GST.  
 Presenter should provide their own laptop (compatible with HDMI cable).  
 Venue hire does not include additional staffing during your function.  
 Final numbers must be notified 14 days prior to the function. These numbers will be used for billing purposes.  
 Balance must be paid in one transaction.  
 All dietary requirements MUST be advised with final numbers.  
 Minimum spend of \$5,000 required for exclusive or private use of Patricia's Table Restaurant during business hours.

### CANCELLATION;

**Cancellation within 7 days** of booking will incur a \$10 per person cancellation fee.  
**Cancellation within 48 hours** of booking will result in client being charged the full value of the function including any food and beverage costs.

*Terms & conditions continue overleaf....*

## RESPONSIBLE SERVICE OF ALCOHOL

Brown Brothers practices Responsible Service of Alcohol. Your function is strictly NO BYO.

If any member of your group is intoxicated, abusive, offensive or disruptive, we reserve the right to refuse further service and request you leave our premises. If deemed intoxicated, alcohol service will cease no matter package inclusions or times.

## GUEST CODE OF CONDUCT:

Brown Brothers is a family venue, therefore we respectfully request that groups conduct themselves with consideration for our other visitors, which include children.

- No offensive behaviour or language
- Any lewd decorations / costumes / games are kept to a minimum – we are a family venue

## **Noise levels: Patricia's Table Restaurant & wet weather location change**

When your group is in a shared space, either Patricia's Table Restaurant or when adverse weather requires us to move your group function indoors, in addition to our Guest Code of Conduct, we ask that

- Noise levels are kept low in order to not disturb our other guests in this shared space