

# SOUTH PRESS EVENTS

---

South Press is a Wine house, bar and bottle shop. We have a number of different spaces where we can also host casual, private and exclusive events.

Our rear Courtyard can accommodate dining and canape events for larger groups with a minimum spend of \$2,500.00 when taken exclusively.

We also have a private dining room upstairs which can seat up to 18 guests with a minimum spend of \$1,000.00 applied on weekend evenings.

Minimum spends for venue exclusive events start at \$10,000.00, however due to the nature of our business and the loyalty of our locals, exclusive venue hire is not always available. Please enquire directly with our staff.

We will always accommodate small casual gatherings with short notice, however for larger groups we do offer Food and Beverage packages.

We work with small, boutique producers, wine suppliers and our kitchen to create unique seasonal menus. With all enquiries, please allow 24-48 hours for us to design your menu.

Canape Menu - \$35 per person

- 6-8 canapes per person inclusive of more substantial options.

Shared Dining Menu - \$50 per person

- Add \$5 per person for shared dessert.

To get an idea of our food style, please see our current menu attached

## Beverage Packages

Basic - \$45 per person, 3 hours

- includes beer, 1 sparkling, white, rose and red

Premium - \$65 per person, 3 hours

- includes beer, 1 sparkling, 2 whites, 1 rose and 2 reds

To add additional hours to a package, \$10pp is charged per hour.

Champagne is also available for packages and will be priced accordingly with your choice of producer.

## TERMS & CONDITIONS

Event reservations are not confirmed until the completed confirmation form, inclusive of signed Terms & Conditions has been received. Please note all tentative reservations will be held for 7 days.

Credit card details are required as security for all reservations and will only be charged in the event that you do not attend your reservation without giving 2 days notice or should the account be left unpaid at the conclusion of your event. If a cancellation is made within 2 days, a \$500 cancellation fee will apply.

Full payment is to be made at the conclusion of the event. If a minimum spend has been advised and not met on the day of your event, this is the amount which will be charged. Accepted payments are cash, Visa, Mastercard or EFT made prior to the event.

Minimum spends apply to all reservations using a space or the venue privately and is made up of all food and beverage. Minimum spends do vary and will be advised upon making a private reservation.

Menus for both Food and Beverage and final guest numbers must be confirmed at least 2 days prior to the day of the event.

Our spaces are guest capacities are strict due to liquor licensing and noise level restrictions in our area and cannot be exceeded under any circumstances. Capacities of each space and/or venue will be advised upon making a private reservation.

Should your event require speeches or presentations, please inform the venue upon making a reservation to ensure this is allowed in the space that you have reserved.

Any noise level that is deemed excessive by our staff, which may cause disturbance to guests or surrounding neighbours must be ceased immediately upon being informed by the staff.

Wherever possible, we will consider requests for entertainment, both inside and out, however may not always be possible. Any form of entertainment must be agreed upon by the venue in writing, this includes background music.

Decorations of your own are welcome, however must be agreed upon by the venue in writing. No items are to be screwed, nailed, stapled or adhered to any of the buildings surfaces or fixtures. All items are to be brought on the day of your event and taken at the conclusion of your event. Any damages caused by decorations will be charged in addition to your final bill, based on the costs incurred to the business for repairs.

South Press does not supply any additional equipment required for an event but we are happy to coordinate with external suppliers.

South Press is not liable to you in any respect of any loss or damage which may be suffered or incurred or which may arise directly or indirectly in respect of the venue hire. We also do not accept responsibility for damage or loss of any guest's property before, during or after an event.

South Press practices Responsible Service of Alcohol and as a duty of care to all guests. As such the staff reserve the right to refuse service to any guests they deem intoxicated.