



THE
ARCHER HOTEL
— NOWRA —

FUNCTIONS AND EVENTS

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PRINCES HWY & KALANDAR ST, NOWRA NSW, 2541



WELCOME TO THE ARCHER HOTEL

Located within the stunning South Coast region of Nowra, the Archer Hotel offers guests a premium range of function spaces suitable to both corporate & private functions.

The Hotel provides two dedicated function rooms & a variety of spaces suitable to hire for varying events. Regular functions at the Hotel include corporate conferences, training days, presentations & product launches as well as birthday parties, 21sts, 30ths, 40ths, 50ths, 60ths, kids parties & everything in between.

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The Lobby Bar Function Room

\$300 Room Hire Fee

Our recently renovated Lobby Bar Function Room is an open and functional space, centrally located on the ground floor of our Accommodation Resort.

Featuring a private bar, breakaway space and private bathrooms the possibilities in this space are endless.

CAPACITY:
Seated 100, Standing 150

The Johnny Cutts Function Room

\$100 Room Hire Fee

Our second and more intimate space is the Johnny Cutts Room.

Most popular for luncheons, training sessions and corporate events, this space will give you the privacy you need while remaining accessible from the hotel's bistro, bar and amenities.

CAPACITY:
Seated 48, Standing 60.

OUR ACCOMMODATION

Boasting 52 newly renovated rooms, varying between single, twin and family rooms along with family apartments, we would happily organise a place for you to stay before or after your event!



SHARE PLATTERS

Appetiser Platters

EACH PLATTER SERVES 20-30

DIPS PLATTER \$45

three house dips with vegetable crudites and mixed crackers

BREAD BASKET \$40

parmesan & garlic baguettes, buttery brioche, cheesy garlic pizza and dips

CHEESE PLATTER \$85

chef's selection cheeses, fresh fruits, nuts and crackers

FRESH FRUIT PLATTER \$70

chef's selection of the best seasonal fruits and berries

ANTIPASTO PLATTER \$100

traditional cold cut meats, marinated vegetables, buffalo mozzarella, greek feta, parmesan, garlic pizza and crackers

KID'S PLATTER \$50

chicken nuggets, tempura fish cocktails, sausage rolls, party pies & fries

Gourmet Platters

45 SERVES PER PLATTER

MEAT LOVERS PLATTER \$100

honey soy chicken skewers, beef meatballs in classic tomato relish, pork belly bites

VEGETARIAN PLATTER \$100

tomato bruschetta with balsamic (v), spinach & ricotta puffs (v), spinach, feta & olive tarts (v)

BAKERY PLATTER \$80

party pies, sausage rolls

ASIAN PLATTER \$80

deep fried dim sims, spring rolls (V) vegetable samosas (V)

SLIDERS PLATTER \$120

cheeseburger slider, fried chicken slider, vegetarian slider

SEAFOOD PLATTER \$100

prawn twisters, salt & pepper squid, tempura fish cocktails

SANDWICH PLATTER \$100

southern chicken, roast beef and pickles, classic ham, cheese and tomato

* DIETARY REQUIREMENTS CATERED FOR ON REQUEST

* PLEASE ADVISE OF ANY ALLERGIES

SEATED MENU

Entree

Salt & Pepper Calamari - on a bed of rocket served with aioli

Caesar Salad (v) - bacon, parmesan, boiled egg on cos

Satay Chicken - tenderloins baked in peanut sauce with green beans and rice

Gnocchi - creamy carbonara sauce with bacon & mushrooms

Prawns - with Thousand Island sauce

Char grilled Haloumi & Asparagus (v) - with cherry tomatoes & balsamic

Mini Thai Beef Salad - marinated beef with fresh garden salad in a Thai inspired dressing

Main

Classic Chicken Parmigiana - served with beer battered fries and seasonal vegetables

250g Rump Steak - served with creamy mash potato, seasonal vegetables and pan gravy

Lamb Loin Chops - served with herb roasted chat potatoes, seasonal vegetables, mint jelly and gravy

Pan Fried Barramundi - served with herb roasted chat potatoes, steamed beans and bearnaise sauce

Thai Beef Salad - marinated beef strips with tomato, cucumber, capsicum, bean sprouts, red onion, pine nuts, mint and crispy noodles tossed in a Thai inspired dressing

Warm Roasted Pumpkin and Feta Salad - roasted beetroot and pumpkin, spinach, red onion and pepitas tossed in a homemade honey mustard dressing

Chicken Boscaiola Fettuccine - chicken tenders in a creamy sauce with bacon, mushrooms, shallots and parmesan

Dessert

Chocolate Brownie (v) - served warm with whipped cream and fresh strawberries

Classic Pavlova (v) - topped with whipped cream and piled high with the best seasonal fruits.

Sticky Date Pudding (v) - warm butterscotch sauce and vanilla bean ice cream

Fruit Salad (v, gf) - chef's selection of the best seasonal fruits served with vanilla bean ice cream

\$25PP MAIN ONLY
\$35PP TWO COURSE
\$40PP THREE COURSE

* **MINIMUM 50 PERSONS**
* **DIETARY REQUIREMENTS CATERED FOR ON REQUEST**
* **PLEASE ADVISE OF ANY ALLERGIES**



BUFFET OPTIONS

Standard Buffet

\$35 PER PERSON

Bread Basket
 Seasonal Roast
 Corned Silverside
 Vegetarian Curry
 Spinach and Sundried Tomato Penne
 Classic Potato Salad
 Seasonal Vegetables
 Fresh Garden Salad
 Roasted Pumpkin and Feta Salad

Deluxe Buffet

\$45 PER PERSON

Bread Basket
 Gourmet Sausage
 Pan Fried Barramundi
 Chicken Schnitzel
 Butter Chicken Curry
 Fettuccine Boscaiola
 Creamy Potato Bake
 Seasonal Vegetables
 Fresh Garden Salad
 Roasted Pumpkin and Feta Salad

Dessert Upgrade

\$7 PER PERSON

Seasonal Fresh Fruit
 Sticky Date Pudding
 Lemon Passionfruit Cheesecake

- * MINIMUM 50 PERSONS
- * DIETARY REQUIREMENTS CATERED FOR ON REQUEST
- * PLEASE ADVISE OF ANY ALLERGIES





BEVERAGE OPTIONS

Bar Tab

A bar tab is the most simple and flexible option for your beverages. You can place a monetary limit on the beverage tab, for example \$500. Once this limit has been reached, you can either increase the limit of your bar tab or you can close the tab and have your guests purchase their own beverages from the bar.

Beverage Packages

Beverage packages can be organised for groups of 20 guests or more. Guests can still purchase items not available on the beverage packages at anytime during the function. Beverage packages are not interchangeable between bars.

STANDARD PACKAGE

\$35PP for 3hr | \$45PP for 4 hr
Basic tap beers,
house wines (by the glass),
soft drink & juice

PREMIUM PACKAGE

\$55PP for 3hr | \$65PP for 4 hr
All tap & bottled beers,
all wines (by the glass),
basic spirits, soft drink & juice

ULTIMATE PACKAGE

\$75PP for 3hr | \$85PP for 4 hr
All tap & bottled beers & ciders,
all wines (by the glass), all spirits &
RTDs, soft drink & juice



FUNCTION BOOKING CONFIRMATION FORM

In order to secure your booking, please complete this function booking confirmation form with deposit details and signed terms and conditions. Please return in person or via email.
E: theacherresortfunctions@alhgroup.com.au

FIRST NAME:

LAST NAME:

BOOKING DATE:

BOOKING TIME:

PHONE:

GUEST NUMBER:

EVENT TYPE:

POSTAL ADDRESS:

FOOD & BEVERAGE SELECTIONS:

DEPOSIT DETAILS

DEPOSIT AMOUNT:

NAME:

CARD NUMBER:

TYPE:

EXPIRY:

CVV:

SIGNATURE:

DATE:



PLEASE ENSURE YOU RETURN BOTH THE FUNCTION BOOKING
CONFIRMATION FORM AND SIGNED TERMS & CONDITIONS



TERMS & CONDITIONS

FUNCTION BOOKINGS

1. Function Bookings: Tentative bookings last for 7 days only. After the 7 days, bookings must be secured with the room hire amount (deposit) and these terms and conditions completed, signed and returned. If not, tentative bookings are removed. If either the room hire or this completed form is not received, management reserves the right to cancel the booking.

CONFIRMATION

2. Confirmation: Signed confirmation of all details (including menus and final numbers) is required, a minimum of 2 weeks in advance. Charges are based on these details.

FUNCTION CANCELLATION

3. Function Cancellations: If management has reason to believe the function will affect the operations of the Hotel, its security or reputation; it reserves the right to cancel the function at anytime without compensation to the client. If an event is cancelled by the client 28+ days prior to the event commencing, a refund may be processed at management's discretion, excluding the deposit charge. If an event is cancelled within 28 days of the event date, payment of fifty percent (50%) of the minimum spend is required and no refunds for deposit, part or full payments will be made. All cancellations must be in writing.

MINIMUM SPEND

4. Minimum Spend: Due to the competitive nature of the function room, The Archer Hotel requires a pre-arranged minimum spend, irrespective of room hire. Please contact management for specific minimum spend.

PAYMENT

5. Payment: Final payment of the minimum spend or all quoted items, whichever is greater, is required 7 days prior to the function. Any additional purchases made on the day of the function must be finalised before departure on that day. We accept cash, Bankcard, Mastercard, Visa and Amex. Cheques not accepted.

COMPLIANCE

6. Compliance and RSA: Clients are responsible for the orderly behaviour of their guests. Management reserves the right to intervene where it sees fit and/or exercise its right to refuse entry/remove guests from the premises. Responsible Service of Alcohol is company policy. Dress regulations are neat casual attire. Management reserves the right to terminate beverage packages/close the bar at their discretion. Management reserves the right to check ID on request. Any failure to comply will result in the guest being removed from the premises.

LICENCING REQUIREMENTS

7. Licensing Requirements: As part of our Hotel License, minors are permitted in the hotel function room for the duration of the event, whilst they are accompanied and in the immediate presence of a Responsible Adult (the Minor's Parent or Legal Guardian). A minor is defined by law as any person under the age of 18 years of age. This definition extends to babies and infants. Please note: All bars closes at 11:30pm (9:30pm on Sundays)

PHOTOGRAPHY

8. Photography: The Archer Hotel reserves the right to use images provided at any event held on premises for advertising purposes or social media marketing.

OTHER FUNCTIONS

9. Other Functions: Venue management reserves the right to book another function in the same function area up to one hour before the scheduled function commences and one hour after the scheduled finishing time. Please keep in mind this is a busy hotel and residual noise will occur.

INSURANCE

10. Insurance: The Archer Hotel will not accept responsibility for loss of, or damage to any belongings, equipment or merchandise left on the premises or other property in the venue prior to, during or after the event. It is the responsibility of the organiser to arrange their own insurance, for all items belonging to them for the period those items are in the venue, along with personal liability insurance.

FOOD & BEVERAGE

11. Food and Beverage: No food or beverage can be brought into the venue without prior approval from venue management. A service charge will apply to cakes brought into the venue requiring plate / storage services.

DAMAGES

12. Damages: Clients are liable for any damage whether through their own action or through the action of invited guests. Nothing is to be nailed, screwed or stapled to the walls, doors or other surfaces. Similarly, items cannot be adhered to any surfaces in any way unless venue management has given approval. Charges may apply should damages occur.

RESTRICTIONS

13. Restrictions: The Archer Hotel will always trade under its license. Venue Management is responsible for ensuring all guests adhere to these. Failure to comply may result in the function or booking being terminated without compensation to the client. Management reserves the right to monitor and adjust any sound levels to amplified music. All bands/entertainment are subject to approval from management and will cease at 11:30pm.

GIFTS OF ALCOHOL

14. Gifts of Alcohol: Due to the current NSW Alcohol Laws, no alcohol can be taken away from the premises after 11pm. This is law is state wide and includes gifts of alcohol that have been given at events or bookings. Please ensure any gifts of alcohol are removed from the premises before this time.

SECURITY

15. Security: On busier nights, security guards will be on the premises for regular duties. 18th and 21st birthday celebration require a guard at the expense of the organiser which will be hired through the hotel at a charge to the client at a rate of \$40 per hour (min 5 hrs) and are licensed and contracted to a government approved body. The Archer Hotel reserves the right to refuse booking of events if there is reason to believe the function will affect the operations of the Hotel, its security or reputation.

VERBAL ADVICE

16. Verbal Advice: Advice given on any matter is based on the best intention and information available at the time, but is indicative only. Under no circumstances should oral advice be acted upon without written confirmation.

SIGNATURE:

DATE: