


THE ELEPHANT & WHEELBARROW

# FUNCTIONS

EST. 2000

Two private bars, a kitchen open till 9pm, and a Bourke Street pub that has been getting on with it for over 20 years.

**CALL**
03 9639 8444

**WRITE**
ewcity@nhmbrockwell.com.au

**FIND US**
Corner of Bourke and Exhibition Streets, Melbourne

START HERE

# AT A GLANCE

## SPACES AND MINIMUM SPEND

| SPACE | SEATED | COCKTAIL | CABARET | MON–THU | FRI | SAT–SUN |
|---|---|---|---|---|---|---|
| **Third Level Bar** | 45 | 100 | 60 | $2,000 | $3,000 | $4,000 |
| **Second Level Bar** Whole floor | 110 | 250 | n/a | $4,000 | $4,500 | $5,000 |
| **Second Level Bar** Half floor | 80 | 180 | n/a | $3,000 | $3,500 | $4,000 |

Add $500 from 14 November to 31 December, half floor included. Minimum spend means food and beverage combined. Security, DJ hire and other extras don't count towards it.

## THE DATES AND THE DEPOSIT

**30%**
**DEPOSIT**
of the minimum spend. Dollar amounts on page 8

**30**
**DAYS BEFORE**
no fee if you cancel earlier. Inside it, the fee is 50% of the deposit

**7**
**DAYS BEFORE**
Final numbers confirmed. Catering is charged on the confirmed number.

**7**
**DAYS HELD**
on a tentative booking, then it's released

## FOOD AND DRINK

**$125**
**CANAPÉ PLATTERS**
Most platters. Sushi $135. Cheese, prawn and chorizo, and the pies $145. See page 5

**$75 / $90**
**SEATED MENU**
Two or three courses, alternate placement. Minimum 20 guests. See page 6

**from $60**
**DRINKS PACKAGES**
Silver, Gold or Platinum, 3 or 4 hours, per person. See page 7

## LOGISTICS, FOR THE PERSON WHO HAS TO SIGN IT OFF

| | |
|---|---|
| AV | **Third Level:** large TV, wireless microphone, HDMI and AUX connection. **Second Level:** projector and microphone, whole-level bookings only. |
| SECURITY | $65 per guard, four-hour minimum. Required for any function with a DJ, band or other amplified music. See page 10. |
| GST & INVOICING | All prices include GST. The balance is due at the end of the event. Invoices are only provided if approved before the event. |
| HOURS | Sun–Thu 12pm–1am. Fri–Sat 12pm–2am. Kitchen open 12pm to 9pm, every day. |

# THIRD LEVEL BAR

**CAPACITY**

| 45 | 100 | 60 |
|---|---|---|
| SEATED | COCKTAIL | CABARET |

**MINIMUM SPEND**

| $2,000 | $3,000 | $4,000 |
|---|---|---|
| MON–THU | FRIDAY | SAT–SUN |

Add $500 from 14 November to 31 December. Food and beverage combined; security and DJ hire don't count.



## The room

A panelled room with a bar at one end and a screen on the wall. Sit 45 down for dinner, stand 100 up for drinks, or set 60 cabaret-style when there are speeches involved.

**Good to know**
Wheelchair accessible. Private toilets on the level.

## Logistics

**AV**
Large TV, wireless microphone, HDMI and AUX connection.

**Hire times**
Custom start and finish times, subject to other events on the day.

**Included**
Private bar. Furniture laid out as requested. No high tables.







# SECOND LEVEL BAR

| CAPACITY | | MINIMUM SPEND | | |
|---|---|---|---|---|
| 110 | 250 | $4,000 | $4,500 | $5,000 |
| SEATED | COCKTAIL | MON–THU | FRIDAY | SAT–SUN |

Whole floor prices. **Half floor:** Mon–Thu $3,000, Fri $3,500, Sat–Sun $4,000. Add $500 from 14 November to 31 December, half floor included.



## The room

The big one. Dark timber, patterned carpet and a long bar. Sits 110 for a proper dinner and holds 250 on their feet, which is most of an office, or all of a 40th that got out of hand.

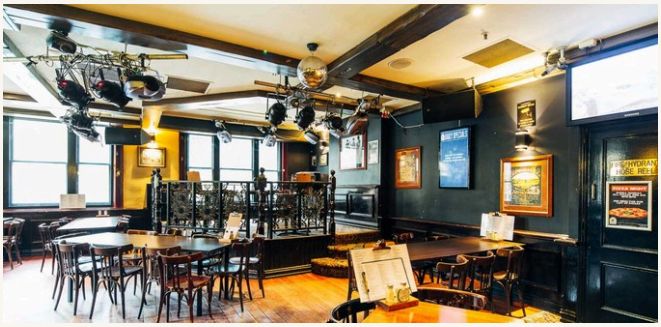
**Good to know**
Saturdays: subject to availability for evening events. Not wheelchair accessible. The main toilets on this bar are accessible to the public at all times.

## Logistics

**AV**
Projector and microphone. Whole-level bookings only.

**Hire times**
Custom start and finish times, subject to other events on the day.

**Included**
Private bar. Furniture laid out as requested. No high tables.





# CANAPÉ PLATTERS

Priced per platter. The number on the right is how many pieces you get.

## $125

| | |
|---|---|
| Mini Black Angus brioche sliders | 24 |
| Homemade sausage rolls | 24 |
| Southern fried chicken ribs | 30 |
| Fish fingers and chips with tartare | 24 |
| Mac and cheese croquettes with mustard aioli | 24 |
| Pulled pork and apple slaw brioche sliders | 24 |
| Grilled vegetable and halloumi skewers **LG** | 30 |
| Prawn and ginger dumplings with sweet soy | 30 |
| Mini vegetarian spring rolls | 24 |
| Szechuan squid **LG** | 24 |
| Tomato, garlic and parmesan bruschetta | 24 |
| Tandoori chicken skewers | 24 |
| Vegetarian platter: grilled vegetables, cheddar, brie, pickled onions, Branston pickle, bread and butter. Vegan on request **LGO** | |

## $135

| | |
|---|---|
| Sushi platter **LG** | 50 |

## $145

| | |
|---|---|
| King Island cheese platter | |
| Prawn and chorizo skewers | 24 |
| Selection of meat party pies **VO** | 24 |



**KEY**

| | |
|---|---|
| **LG** | Low gluten |
| **O** | Option with substitutions |
| **V** | Vegetarian |
| **V/V** | Vegan |

Codes combine: LGO is low gluten with substitutions.

# SEATED MENU

**ALTERNATE PLACEMENT (50/50 DROP)**

**$75**
**2 COURSES, PER PERSON**

**$90**
**3 COURSES, PER PERSON**

Minimum 20 guests. Choose two dishes per course, served alternately, so half your guests get each. Every main comes with shared bowls of house salad and roast potatoes. The two-course price is entrée and main, or main and dessert.



## Entrées

**Leek and potato soup** V/VO LGO
with bread and butter

**Mac and cheese croquettes** V

**Tandoori chicken skewers** LG
on a house salad

**Smoked salmon, caper and dill bruschetta**

**Szechuan pepper squid**
on Asian-style slaw

**Cumberland chipolatas**
with English mustard sauce

## Desserts

**Fruit tart** LG

**Sticky date**

**Lemon tart**

**Chocolate brownie**

**Fruit salad** V/V LG

Individual vegetarian or vegan option available on request.

## Mains

**Southern Ranges grass-fed porterhouse, 200g** LGO
Truss tomato, grilled field mushroom, rich thyme and red wine jus.

**Pan-roasted free-range chicken breast** LGO
Stuffed with mozzarella, semi-dried tomato and basil. Red wine jus and baby spinach.

**Otway pork ribeye** LGO
Apple chutney, roasted mixed vegetables, rich red wine jus.

**Pan-fried salmon fillet** LG
Spiced couscous, buttered greens, pesto mayo.

**Indian chicken tikka masala curry** LGO
With rice and roti.

**Wild mushroom, spinach, pea and parmesan risotto** V/VO

**Key** LG low gluten · O option with substitutions · V vegetarian · V/V vegan · LGO is low gluten with substitutions

# DRINKS PACKAGES

Pick a tier, pick 3 or 4 hours. Pricing is per person.

## Silver

**$60** 3 HOURS **$75** 4 HOURS

per person

- Carlton Draught
- Cascade Light (bottle)
- Morgan's Bay Chardonnay
- Morgan's Bay Cabernet Merlot
- Morgan's Bay Brut
- Soft drink and juices

## Gold

**$70** 3 HOURS **$85** 4 HOURS

per person

- Carlton Draught
- Cascade Light (bottle)
- Asahi Super Dry
- Bulmer's Original Apple Cider
- Morgan's Bay Chardonnay
- Morgan's Bay Cabernet Merlot
- Morgan's Bay Brut
- 821 South Sauv Blanc
- Fat Bird Rosé
- St Huberts The Stag Pinot Noir
- Soft drink and juices

## Platinum

**$85** 3 HOURS **$100** 4 HOURS

per person

- Carlton Draught
- Cascade Light (bottle)
- Asahi Super Dry
- Balter XPA
- Bulmer's Original Apple Cider
- Pepperjack Chardonnay
- Wynns Cabernet Sauvignon
- T'Gallant Prosecco
- 821 South Sauv Blanc
- Fat Bird Rosé
- St Huberts The Stag Pinot Noir
- Soft drink and juices

ADD ON

### Basic spirits package

Add to any package, for the whole group.

**$20** 3 HOURS **$25** 4 HOURS

PER PERSON

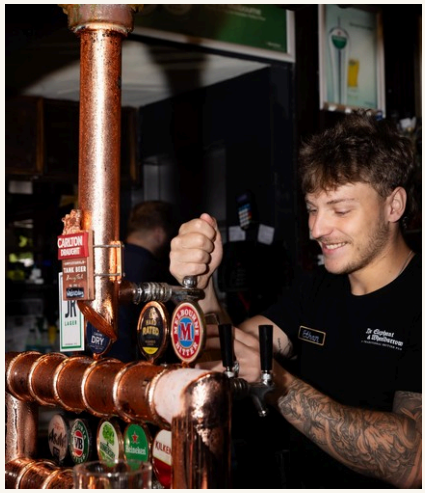
- Smirnoff Vodka
- Gordons Dry Gin
- Jim Beam Bourbon
- Johnnie Red Scotch
- Bundaberg Rum

## Beverage your way

Prefer a tab to a package? We'll set one up at the start with a limit. It can be revised as the night goes on, and increased if you need it to be. We suggest local beers, a sparkling, and red and white wine.

Once your minimum spend is reached you're welcome to move to a cash bar. The bar is fully stocked with beer on tap, and everything on the list is available at bar prices.

**Package spend counts towards the minimum spend.**



BOOKING

# HOW IT WORKS




**1** ## Hold it

A tentative booking is held for seven days, then it's released.

**2** ## Lock it in

Bookings are made and confirmed through us. A booking is confirmed when the deposit is paid and the signed terms are back with us. The deposit is 30% of the minimum spend. Amounts are in the table below.

**3** ## 30 days out

Cancel more than 30 days before the function and there's no fee. Cancel 30 days or fewer before and the fee is 50% of the deposit.

**4** ## 7 days out

Confirm your numbers. Catering is charged on the confirmed number. If you drop below it, you still pay for the confirmed number. Anyone extra is charged on top.

**5** ## On the night

The balance is due at the end of the event. If you haven't reached the minimum spend, the difference is charged then. Invoices are only provided if approved before the event.

DEPOSIT: 30% OF MINIMUM SPEND

| SPACE | MON–THU | FRI | SAT–SUN |
|---|---|---|---|
| **Third Level Bar** | $600 | $900 | $1,200 |
| **Second Level, whole floor** | $1,200 | $1,350 | $1,500 |
| **Second Level, half floor** | $900 | $1,050 | $1,200 |

From 14 November to 31 December the minimum spend is $500 higher. The deposit is still 30% of the standard minimum spend, so the figures above don't change.

# MONEY AND NUMBERS

Thanks for considering The Elephant & Wheelbarrow for your function. These terms apply from the moment you want to secure it.

## Confirmation

A booking is confirmed when the deposit is paid and the signed terms and conditions are returned.

## Tentative bookings

We hold a tentative booking for seven days. After that it's released.

## Deposit

A private function isn't confirmed until 30% of the minimum spend has been received as a deposit and the signed terms and conditions have been returned.

## Cancellation

Cancel more than 30 days before the function date and there is no cancellation fee. Cancel 30 days or fewer before and the fee is 50% of the deposit.

## Minimum spend

The minimum spend is food and beverage combined. Other costs, such as DJ hire and security, do not count towards it. If the minimum spend isn't reached, the difference is charged to the client at the end of the function. Package spend counts. The minimum spend applies to private rooms only.

## Final numbers

Confirm the number attending 7 days before the function. Catering is charged on the confirmed numbers. If your numbers decrease after confirming, you'll be charged for the confirmed numbers. Any additional guests are charged for.

## Payment

The balance is due at the end of the event. We accept cash, Eftpos and all major cards. All prices include GST. Invoices are only provided if approved before the event.



# HOUSE RULES

## Decorations

Nothing may be fixed to any surface of the building without management's prior approval. Confetti of any kind is not allowed, under any circumstances.

## Security

If the function requires extra security under the liquor act, the cost is charged to the client. We arrange the guards. Security is $65 per guard, with a minimum of four hours.

Up to 100 guests: 2 guards. 101 to 200 guests: 3 guards. 201 to 300 guests: 4 guards, and so on, one more for every further 100. Any function with a DJ, band or other amplified music requires security. Speeches through our house microphones are not counted.

## Minors

Minors are permitted at the function under the supervision of a parent or legal guardian. Minors must stay within the function area. All minors must leave the premises by 10pm.

## Dress code

Smart, neat, casual dress is required at all times to enter the venue. It is the host's responsibility to tell their guests.

## Responsible service

We practise the responsible service of alcohol. Patrons deemed to be intoxicated will be refused service and asked to leave the premises.

## Proof of age

Strict policy. No ID, no entry. We accept the ID Victorian liquor licensing allows: an Australian driver licence (including NSW and SA digital licences); a Victorian learner permit; a foreign driver licence in English or with an official English translation, or an International Driving Permit; a proof of age card (Victorian, or from another state or territory); an Australian or foreign passport; or a Victorian marine licence.

## Damage

The client is financially responsible for any damage to the premises caused by themselves or their guests.

## Liability

We accept no responsibility for loss or damage to property left in the venue before, during or after an event.

## How to book

Call 03 9639 8444 or email ewcity@nhmbrockwell.com.au. We'll send the terms to sign and take the deposit.

**This pack is for information. A booking only exists once we have confirmed it.**




The ELEPHANT and WHEELBARROW

A Traditional British Pub

COME AND SEE IT

# Bourke Street. Look for the elephant.

**CALL**
03 9639 8444

**WRITE**
ewcity@nhmbrockwell.com.au

**VISIT**
94–96 Bourke Street, Melbourne 3000
Corner of Bourke and Exhibition Streets

**ONLINE**
elephantandwheelbarrow.com

**HOURS**
Sun–Thu 12pm–1am
Fri–Sat 12pm–2am

**KITCHEN**
12pm to 9pm, every day
Live music Fri and Sat nights