



conferences

AT CLUB TAREE





award winning

Club Taree offers a professional solution to all your hospitality requirements. The team at Club Taree has a deep respect of the ideals of both the Club and Hospitality Industries, and a genuine commitment to our quality service commitment.

Club Taree has long been the venue of choice in the Manning Valley, in fact we have held more conferences, functions, weddings and events than any other regional venue in the last 15 years. This is a title that we are extremely proud of and work each day to uphold, whether it through our commitment to offering quality products, or our genuine passion in remaining true to the core principles of hospitality.

Club Taree has proudly been recognised as the Best Regional Catering Venue in NSW by the Restaurant and Catering Association in the Savour Australia, Hostplus Awards for Excellence in 2016.

Our team is committed to creating an event which meets your budget and requirements, while also being committed to ensuring that same event exceeds your expectations in product quality and service delivery.

We are delighted to uniquely offer you a variety of venue

options for your conference, function, wedding or event here at Club Taree, each option matching to your own individual requirements.

Each member of our team makes a commitment every day. To work at Club Taree a team member must have a genuine passion for the hospitality industry, an instilled passion for service delivery and have an acceptance that the complete customer experience is at the core of our brand.

Our Functions Coordinator Lisa Ruprecht is passionate, dedicated and defined as a hospitality stalwart. Lisa has years of experience in the food and beverage industry throughout the Manning Valley. Lisa is supported by a team of professionals. Lisa is committed to a personalised service, and willingly goes beyond the call of duty to ensure that each and every event at Club Taree is perfect.



professional conferences

Club Taree understands how important a successful meeting is in assisting you to achieve your business goals.

Club Taree offers exceptional facilities and our quality service commitment to help ensure your meeting, conference or corporate event has the best environment possible to guarantee this success.

Club Taree has access to a wide range of business support services, ranging from secretarial services to a stationary store, screens, flipcharts, microphones and technology support.

Club Taree offers a full corporate experience maximised by the provision of pens, pads, table water, mints, room refreshes and red frogs to help maintain energy and concentration.

Please feel free to talk with our Function Coordinator for further details on available resources and services

venues

We know that every meeting, conference or corporate event is different. We have multiple venue options as unique as your team itself. From flexible meeting spaces, to privacy, we have the ideal meeting space for your outcomes.

Speak with our Function Coordinator about creating your perfect corporate meeting space.



the auditorium

room hire \$275

The ideal meeting space, offering a large range of essential conference facilities, the Auditorium is perhaps the most popular of our meeting spaces. Offering loads of natural light and breakout views of the golf course, this room is inviting and calming.

Room features include a stage, ceiling mounted projector, auxiliary connectivity, wireless microphones, television and WiFi.

The space is flexible and perfect for a range of set ups including theatre, boardroom, U shape, cocktail, cabaret, banquet or classroom.



the grevillea

room hire \$275

Complementing the Auditorium, this meeting space provides the ultimate in corporate requirements. Catering for a range of layouts and housing a number of audio visual facilities, this venue guarantees a successful meeting.



the boardroom

room hire \$350

Do you need a meeting space for an executive meeting, a place to conduct interviews in private or a place to brainstorm with top level management? The Club Taree Boardroom is the ideal corporate solution. Offering a contemporary fit out, a board table for ten people, audio visual to board table connectivity, natural light, air conditioning and catering options, the Club Taree Boardroom ticks all the corporate boxes.

Located in our Administration Hub, the Club Taree Boardroom offers privacy to ensure that your meeting agendas can be completed with confidence.



chef's table

room hire \$165

The Chef's Table offers a unique experience. Individual in it's urban industrial theme, the Chef's Table is often the venue of choice for corporate catch ups, team meetings, association gatherings or long working lunches.

A range of corporate packages are available, including morning tea, afternoon tea & working conference menus.

facilities:

- free wifi
- air-conditioning
- LCD television
- fully serviced
- HDMI connectivity
- private



the casuarina

room hire \$245

A sentimental favourite among long term clients, this venue offers simplicity and functionality. Complemented by a wide range of support services and facilities, this venue is flexible enough to cater for a large range of meeting requirements.



packages

full day delegate package

\$49 per person

Experience a full day of corporate success at Club Taree. Features all day tea and coffee from arrival, morning tea, the Club Taree working lunch and afternoon tea. There are no additional room hire charges when you have 25 or more delegates on this package.

half day corporate package

\$42 per person

The perfect corporate all inclusive package. Remember half day refers to catering inclusions rather than time. Including either morning or afternoon tea, depending on your program requirements, along with the Club Taree working lunch. Any catering package is flexible, please feel free to discuss your individual requirements with our functions coordinator. There is no additional room hire charges when you have 25 or more delegates on this package.

menus

morning/afternoon tea

\$10 per person

includes tea & coffee

Most of our clients are happy with Chef's choice of the day, however should you prefer to choose your own, please feel free to choose from the following:

- house made muffins
- scones with jam & cream
- ham & cheese croissants
- assorted Danish pasteries
- house made slice
- house made banana bread
- blueberry friand
- cheese & fruit platter

club taree working lunch

- deli style sandwich platters
- wedges with condiments
- fruit platter
- selection of mini chocolate bars
- juice
- tea & coffee

Should your conference or meeting include a field trip or site inspection, Club Taree is only too happy to offer a range of packaged lunch options.

Should you be hosting a product launch, client liason, meet & greet or staff training you may wish to include one of our platter or finger food options into your attendee experience.





where to from here?

We would love to host your function. The first thing you will need to do is check availability. We are a popular venue, and dates as a result can often be booked years in advance. To avoid disappointment confirm your date as soon as possible. On occasion we may be able to hold a date for a short period of time to allow you to fit all the pieces together. It is a good idea at the time of booking to have a consultation with our Functions Coordinator so that we can explain everything for you, host a site inspection and answer any questions that you may have. We could also show you some photos or give you ideas from functions similar to yours.

contact us

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#clubtaree

terms & conditions

- To confirm your date you will be required to complete a venue booking agreement (which will be issued by our Functions Coordinator on confirmation of a booking) and make payment of the deposit.
- A booking is only regarded as confirmed on the return of a signed booking agreement, and payment of the deposit amount.
- A deposit invoice can be issued if required. This deposit amount will act as credit on your account, and will be taken off the balance amount.
- Any special negotiations must be acknowledged by a Club Taree representative on the Booking Agreement.
- All quotes are exclusive of any future taxes and charges which may be introduced.
- Menus are subject to availability and change.
- Full prepayment is required seven days prior to the event unless credit card arrangements have been authorised by a Club Taree representative.
- Credit applications can be made to Club Taree for post event invoicing for non-government agencies (corporate events only). Government agencies will

be invoiced post event.

- A 10% surcharge will apply to all goods and services on Sundays.
- A 15% surcharge will apply to all goods and services on Public Holidays.
- Any loss or damage to Club Taree facilities or equipment caused by the organiser, their guests or their contractors before, during or after the event will be the financial responsibility of the organiser.
- It is the clients responsibility to contact Club Taree with final details, numbers, menus and requirements by the due dates outlined in the booking agreement.
- No food or beverage can be brought into Club Taree.
- Club Taree enforces the requirements of the Responsible Service of Alcohol.
- Club Taree enforces the guidelines set out in our House policy.
- Club Taree enforces the requirements under the Registered Clubs Act. All attendees will be asked to sign into Club Taree as a guest, or show their membership card as appropriate. We ask that you notify your attendees of this.

