

M.P.

PORTSEA HOTEL

SINCE 1876



CELEBRATIONS PACKAGE'S



Located on the Morning Peninsula, Portsea Hotel is a renowned venue that radiates seaside charm and wonder.

Situated approximately 100km south of Melbourne, Portsea Hotel is known for its award winning style. Panoramic beach views and private event spaces are the hotels finest appeal.

Portsea Hotel can tailor the perfect event for you.

Providing lovely niche pockets throughout the venue and multiple dining options means there will be a space to suit any of your needs.

EXCLUSIVE DINING & COCKTAIL EVENTS

Bertrand Bar (The Deck)



With breathtaking views, The Bertrand Bar is located on the second floor of the hotel offering stunning sunsets, uninterrupted views of Port Phillip Bay and stargazing at night.

The Bertrand Bar is a fully enclosed climate controlled space with an option to open the windows for an outdoor feel. The space features private bar, kitchen and private bathroom facilities as well as a dedicated service team for your event.

SEATED

- Maximum 80 pax with dance floor
- Maximum 110 pax without dance floor

COCKTAIL

- Maximum 120 pax

MINIMUM SPEND

\$6,000

5HR

11.30pm - 4.30pm

6.00pm - 11.00pm

PRIVATE DINING ROOM



Permanently set long table dining or boardroom for up to 14 guests. This dining area comes with a private bar and dedicated service team. Meals can be ordered from the à la carte menu or a pre-arranged set menu.

SEATED

- 14 pax exclusive

MINIMUM SPEND

\$1500

GROUP DINING - NON EXCLUSIVE

Longshore Room



The Longshore Room is part of our main restaurant and comprises of areas for smaller dining gatherings.

North Terrace - Opens out to the lawn with direct ocean views.

West Terrace - Premium seating overlooking Portsea Pier.

Longshore Room is ideal for smaller groups looking for premium dining options in a **NON EXCLUSIVE SPACE**.

All guests are required to dine on one of our group grazing menu's.

SEATED

- 25 plus pax - non exclusive

MINIMUM SPEND

No minimum spend however a deposit is required to secure.

PACKAGES

Canapes
Bertrand Bar



Cocktail packages are a modern alternative to sit down dining, allowing you to mingle with your guests. Food is served canapé style, our substantial packages will guarantee guests won't be left feeling hungry.

PACKAGE 1 — \$95 PP

- 9 items per guest
- Three Cold, Three Hot, Two Substantial, One Sweet

ADDITIONAL CANAPÉS

- Hot, Cold and Sweet \$6 PP
- Substantial Canapé \$9 PP

PACKAGE 2 — \$105 PP

- 11 items per guest
- Four Cold, Four Hot, Three Substantial, One Sweet

CANAPÉ MENU

COLD CANAPÉS

Cured salmon, crème fraiche, avruga caviar
Freshly shucked oysters
Prawn cocktail sliders
Flame tail snapper ceviche, ponzu and fresh jalapeno
Charred sweet corn frittata, whipped goats cheese
Pastrami bagels, wholegrain mustard mayo, McClures pickles
Olive ficelle, fresh tomatoes, straccietella and basil oil
Beef carpaccio en croute, celeriac remoulade
Pickled zucchini, tomato, chevre parcels

HOT CANAPÉS

Seared scallop, cauliflower puree, salsa verde
Slow braised lamb pie, potato crust
Caramelised onion and truffle quiche
Mint and pea arancini
Pork belly wonton, apple and radish, crackling
Portsea mini baked potato, chive crème fraiche

SUBSTANTIAL

Portsea mini cheeseburgers
Pumpkin risotto
Prawn rolls
Portsea braised beef cheek, Paris mash
Pumpkin and amaretti ravioli, fried sage
Portsea fish and chips
Slow cooked lamb ribs, chimichurri
Salmon poké bowl

*Please note: All menu items are subject to change according to seasonality and availability

PACKAGES

Bertrand Bar



For those who prefer a traditional setting.

All packages include bread rolls and butter for the table.

PACKAGE 1 — \$90 PP

- Alternate entrée
- Alternate main

PACKAGE 2 — \$100 PP

- Alternate entrée
- Alternate main
- Set dessert

FEAST — 2CRS - \$95 PP

— 3CRS - \$105 PP

- Entrée , main and sides served to the table for your guests to share
- Feast dessert - Chef selection of petite desserts

ALTERNATE DROP MENU

Bertrand Bar

ENTREE

Duck Parfait, House Chutney, grilled pain maison
Poached veal, tuna mayonnaise, caper berries, reggiano parmigiano
Half dozen oysters, lime dressing
Twice cooked pork belly, apple puree, nashi pear and witlof salad
Salad of heritage vegetables, Yarra Valley chevre
Ricotta gnocchi, slow cooked lamb, black olive, Persian fetta
Roast cauliflower, lemon taleggio risotto
Citrus cured ocean trout, quinoa and pea

MAIN

Baby snapper, sauce nantua, crushed potatoes and baby leeks
Eye fillet, potato boulangere, sauce perigueux, fricassee of wild mushrooms
Shiraz braised beef cheek, Paris mash, brioche crumbs
Spring Creek barramundi, black veneer rice, sauce lie de vin, sumac calamari
Corn-fed chicken breast, shallot puree, trompette mushrooms and crispy steamed beans
Confit duck, roasted beetroots, De Puy lentil and jus pinot noir
Slow braise boneless lamb shoulder, Swiss chard, potato puree and seasonal vegetables

DESSERT

Peanut butter parfait, double chocolate mousse praline salt
Lemon tart, raspberry sorbet
Portsea's Eaton mess
Liquorice bullet, double chocolate brownie, liquorice gelato,
Strawberry pate de fruit, homemade 100's and 1000's
White chocolate and mascarpone panna cotta

*Please note: All menu items are subject to change according to seasonality and availability

SHARED FEAST MENU

Bertrand Bar

Shared charcuterie, oysters, fresh prawns on arrival

SERVED TO THE TABLE:

Slow Cooked Lamb Shoulders

Crisp Skin Spring Creek barramundi fillets, fennel & orange

Roasted Corn Fed chicken, confit garlic & thyme

Slow cooked beef sirloin, café di Paris butter

(select 2)

Served with

Wild rocket, pear & parmesan salad

Thrice cooked potatoes

Steamed asparagus, shallot vinaigrette

Dessert Platter

Mini Pavlovas, seasonal fruit, double cream

Mini citrus tart, fresh raspberry

Salted chocolate caramel tart

Almond, Sour Cherry and ricotta cake, double cream

Raspberry sorbet, fresh mint

(Select 3)

GROUP GRAZING MENUS

Longshore - Non exclusive

Option 1: Pizza Grazing Menu

Designed to experience our delicious pizza in a grazing manner

\$50 per person

Includes - Chefs selection of wood fired pizza's, calamari and rocket & parmesan salad

Option 2: Group Grazing Menu

Our group menus have been curated to ensure your dining experience is engaging and memorable with a focus on small and large grazing plates.

2 Courses \$75 per person

3 Courses \$85 per person

Shared Entrée (Select 3 options)

Gin Cured Salmon, pickled Koo We Rup white asparagus, chilli (gf/df)

Freshly shucked oysters, mignonette, fresh lemon (gf)

Fried calamari, lemon aioli (gf/df)

Pork meatballs, Napoli, parsley, basil, grana padana (gf)

Shared Mains – (Select 2 options)

Lamb shoulder, red wine jus (gf)

Slow cooked beef sirloin, Café de Paris butter (gf)

Roasted salmon fillet, caramelised cauliflower, celeriac, pink peppercorn & orange (gf)

Chargrilled free range chicken, jus gras (gf)

Served with house green salad & thrice cooked potatoes

Shared Desserts (Select 3 options)

Flourless chocolate brownie, griotines, bitter chocolate mousse (gf)

Mini lemon & lavender meringue pie

Mini panna cotta, fig & apricot compote (gf)

Salted chocolate caramel tart

White chocolate parfait, poached rhubarb, almond (gf)

BEVERAGE PACKAGES



We offer a 4 hour beverage package option.

Functions may be extended beyond your confirmed finish time for an additional fee. Should guests wish to extend their package (before or on the day) for an additional hour this will be charged at an additional \$15pp per hour. Light beer will be available for all beverage packages.

BASIC — \$85 PP

- Sparkling
 - White
 - Red
 - Cascade premium light
 - 4 Tap Beers & Cider
- Carlton Draught, CBCo Pale Ale, CBCo Middy and Bertie Cider

PREMIUM —\$100PP

- Sparkling
 - 2 x White
 - 2 x Red
 - Cascade premium light
 - 4 x tap beers & cider
- Carlton Draught, CBCo Pale Ale, CBCo Middy and Bertie Cider

LUXURY - \$115 PP

- Premium Sparkling
 - 2 x Premium White
 - 2 x Premium Red
 - Cascade premium light
 - 4 x tap beers & cider
- Carlton Draught, CBCo Pale Ale, CBCo Middy and Bertie Cider

ADD ONS

- Cocktail on Arrival (Three Selections) \$15 PP
- Glass of French Champagne on arrival (or for toast) \$18 PP

Please note: A \$250 tap change fee applies if any of the above beers or ciders are wanted to be swapped for another on our beverage listing.

CULINARY ADD ONS

The culinary add-on is designed to allow couples and their guests to create a truly bespoke dining experience. These can be added to both cocktail and sit down receptions.

GRAZING STATION — \$20 PP

An exquisitely presented table of breads, grissini, continental meats, dips, cheeses, fruit & vegetables. Ideal for serving post ceremony, while you & your bridal party are with the photographer. These can be served in the downstairs. Each board serves 4-6 for a light snack.

OYSTER BAR — \$350

A touch of luxury. Freshly shucked oysters, assorted dressings and toppings. 5 Dozen oysters included with initial setup, \$50 per dozen for extra oysters ordered.

CHEESE PLATE — \$20 PP

An alternative to a sweet dessert. Cheese plate to share. Selection of cheese

DESSERT BAR — \$20 PP

A sweet station like no other. Filled with slices, lollies and an option chocolate fountain for additional cost.

ADDITIONAL MENUS / MEALS

Children's menus are available for guests under 12 years of age for \$30 including a vanilla gelato & soft drink/juice

TEA & COFFEE — \$5 PP



PORTSEA HOTEL BOOKING TERMS & CONDITIONS

BOOKING & DEPOSIT REQUIREMENTS

We will only hold a tentative booking for a maximum of 10 days from enquiry date. This may be extended upon consultation with Management. A complete site inspection of all properties is highly recommended prior to confirming your booking. Please call the Event manager on 03 5984 8112 to arrange a site inspection.

Weddings: All Wedding reception bookings are accepted on a 'first come, first serve' basis. Tentative reception venue bookings will be held for a period of 10 days only, after this time the space will be released unless an extension has been granted by the Event Manager.

DEPOSITS

Weddings: A \$2000 non-refundable and non-transferable deposit must be paid within 48 hours of receipt your signed contract.

BALANCE PAYMENTS TERMS

Weddings: 50% of remaining balance is to be paid 90 days prior to the scheduled commencement of your event, and final payment in full is to be made 15 days prior to the scheduled commencement of your event. Final numbers are required 14 days prior to the function date and will be based on guaranteed numbers or actual attendees, whichever is greater.

PAYMENT POLICY

Payment for any outstanding balance of the function is required immediately from issue of invoice. Payment can be made by cash, major credit cards and EFTPOS only.

CANCELLATIONS

In the event the booking is cancelled a 30% administration fee of the entire event may be charged pending circumstances, rescheduling or lost opportunity

The following strict cancellations fees will apply if you cancel your function(s) or part(s) thereof:

Weddings:

- 90 - 61 days prior 50% of the contracted amount will be charged
- 60 days or less full contracted amount will be charged

All other events:

- 60 - 31 days prior 50% of the contracted amount will be charged
- 30 days or less full contracted amount will be charged

ACCOMMODATION

We recommend enquiring about accommodation as early as possible as we are often heavily booked. Especially in the warmer months. All wedding bookings receive a 10% discount off the room price. For all accommodation enquiries please contact reception on 03 5984 2213.

CONFIDENTIALITY

It is understood and agreed that information shared between both parties must be kept confidential. This may include such items such as pricing, emails, documents, delegate details, contacts, strategy and invoicing.

RE-ALLOCATION

Management always reserves the right to re-allocate rooms due to circumstances beyond our control. If the numbers increase or decrease significantly from those advised at the time of the booking, we may substitute a more appropriate room of our choice. We will discuss any changes with you before the decision is made.

TERMS AND CONDITIONS



EQUIPMENT HIRE & THIRD PARTY SERVICES

We do not accept any responsibility for any ad-hoc equipment hire or third party services required during your event.

EVENT CANCELLATION/FORCE MAJEURE

Due to unforeseen circumstances any event may be canceled due to either safety reasons or force majeure. Any required cancellation or evacuation of an event will be made by local authorities with no refunds provided by The Portsea Hotel.

DAMAGE

Please note that you will be financially responsible for any damage sustained to any venue. Clients are responsible for any excessive cleaning costs incurred as a result of the event. Credit card details will be taken prior to the commencement of the event and these details will be retained until full payment is made and all outstanding cost has been paid.

RESPONSIBLE SERVICE OF ALCOHOL

Portsea Hotel complies with Victorian responsible service of alcohol legislation. All staff are trained in the liquor licensing accredited 'RSA' (responsible service of alcohol) and they may refuse to serve alcohol to any person who they deem to be intoxicated. Any intoxicated person is unable to remain in the venue and must be removed. In accordance with liquor licensing laws of Victoria, minors are only permitted on the premises in the direct company of their parent or legal guardian and may be asked to leave at the discretion of management. At no time is a minor permitted to consume alcohol on the premises.

BYO POLICY

No beverage is permitted to be bought into the Portsea Hotel.

ON-SITE CATERING

All catering within The Portsea Hotel is only to be provided by ourselves. Unless agreed to by Management, no other catering may be used on the hotel premises. Food and beverage selections are to be confirmed three (3) weeks prior to your event. A catering package from within the current event kit must be selected when holding an event at Portsea Hotel. Special dietary requirements must be communicated to Portsea Hotel three weeks prior to the event.

SET UP AND DELIVERY

External AV and production companies are required to make contact with Portsea Hotel event staff seven (7) working days prior to the event. The client should ensure event staff are advised of all goods/ packages to be delivered and that they are adequately marked with the contact name, date of the event and contact number. All equipment must be removed at the conclusion of the event unless previously arranged with the Portsea event staff.

BUMP-IN & BUMP OUT FEES

Fees apply where customers wish to either set up a room prior to an event or leave equipment or materials in a room after the event. A charge of \$200 per hour applies. The leaving of excess rubbish is not permitted and a flat fee of \$50 + labour will be charged for disposal.

PRICE VARIATIONS

Every endeavour is made to maintain our prices as originally quoted to you, however they are subject to change. Should any increases occur, we will notify you immediately.