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SEAVIEW WILLIAMSTOWN

Weekday Conferences



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Seaview is pleased to offer the option of using a registered external catering team for your next event. Such services must have Food Registration Act Certification and a food handling supervisor present at all times during the event. Kitchen access is allowed for the use of commercial kitchen equipment, kitchen bench top, cool room facilities and hot and cold water services. Kitchenware and utensils are not included.

\$1600 Venue Hire (one wing)

OR \$3000 Venue Hire (both)

(Up to 8 hours use of the venue)

ALL PRICES INCLUSIVE GST.

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Inclusions:

- Access to commercial kitchen equipment
- Access to hot and cold water services
- Access to cool room facilities
- Kitchen bench top for preparations
- Dining furniture and linen
- Basic audio-visual equipment including plasma screens, in-house PA system, and hand-held wireless microphones
- Tea and coffee on arrival
- Licensed bar (if booked prior to function)
- Experienced event management
- Stage and lectern provided on request
- Display easels
- Set up, pack down, and hygiene cleaning
- On site parking

Additional Charges:

- Security if required (**\$80** per hour)
*Security is mandatory for 21st birthday celebrations and/or events with over 100 guests.
- Unlimited tea and coffee station (**\$4** per person)
- White chair covers (**\$3.50** per chair)
- Crockery hire
\$3 one course per person
\$5 two courses per person
\$7 three courses per person
- Cakeage - careful slicing of your cake and presenting it on plates with accompanying entree forks and napkins (**\$3** per person)
*Cakeage is only available if crockery is also hired with us.

FUNCTION SPACE				
EAST OR WEST WING	130	2	3	1
EAST AND WEST WING	260	4	6	2

Please note: Seaview does not provide staff for the handling or service of externally catered food. If crockery is hired, staff is provided to clear and clean this crockery only. External catering must be set as a buffet arrangement for guests to help themselves.