

Special Events and Private Functions



MARNONG
ESTATE



Marnong Estate is devoted to providing high quality and unique food and wine experiences to all of our guests.

An event at Marnong Estate will allow you to experience the unspoiled environment with your friends and loved ones. Your space would be exclusively private to you and your guests, when you have chosen the event location that suits you, offering an intimate venue for your special occasion.

With a thoughtful, modern Australian and Mediterranean inspired menu and polished, quality service, Marnong Estate offers that touch of style and sophistication you are looking for.

We are only too happy to work with you to make your day a memorable one.

Contact us for more information on table configurations and room settings at enquiry@marnongestate.com.au

Event settings



ANGLISS ROOM

Set above our restaurant, the Angliss Room has the most stunning view across the Macedon Ranges with a full sunset available to view. Hosting up to 220 seated guests, this is our largest space that is suitable for larger events, or can be utilised if your event requires separate spaces.

| | |
|--------------------------|---------|
| Seating capacity | 220 |
| Standing capacity | 400 |
| Room Hire from | \$2,500 |

(Minimum spends applies)

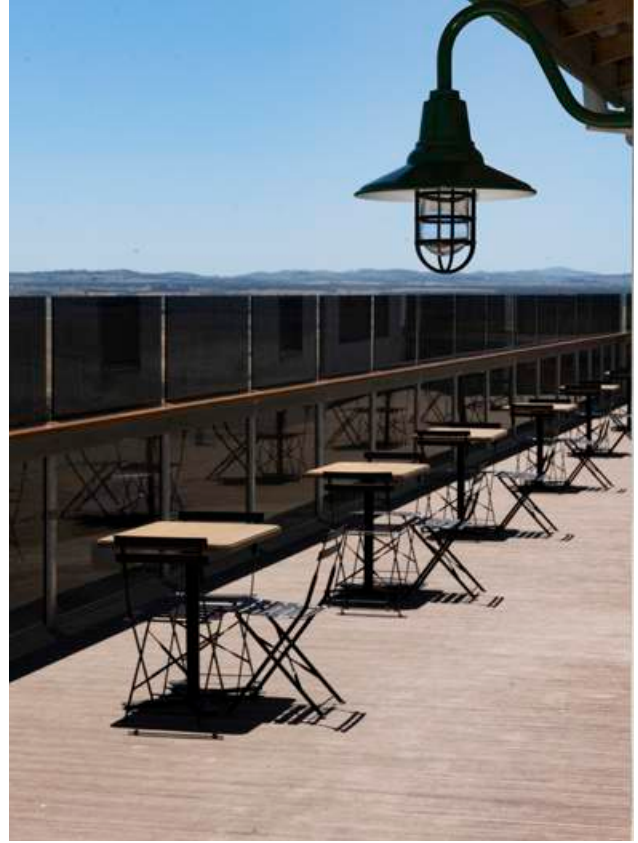


MARNONG ROOM'S 1 & 2

Both rooms provide a perfect setting for your most intimate event, our Marnong Room's 1 or 2 can host your event in style. The rooms are large enough to cater for your event and yet still private enough, having been gracefully fitted with Italian ceiling lights and modern fixtures. Available for lunch, afternoon or dinner cocktail events, Marnong Estate have a range of options to suit that more relaxed occasion for your celebration.

| | |
|--------------------------|---------|
| Seating capacity | 100 |
| Standing capacity | 250 |
| Room Hire from | \$1,250 |

(Minimum spends applies)



THE SHED

Where we cater for intimate events, large functions and everything in-between.

Historical in character, The Shed is our most popular, rural feel destination, situated amongst the rolling hills of our actual working farm estate, for that relaxed special event or private functions experience. With unparalleled views of the Macedon Ranges, this unique historical space can host up to 120 guests, your special day deserves nothing less than exceptional.

Recent additions now offer 2 separate ceremonial suites and The Deck, helping you to choose for that perfect indoor/outdoor space for your event. Our event management team strive to ensure that your event runs smoothly, so you can relax and enjoy an occasion that you will remember forever.

| | |
|-------------------------|-----|
| Seating capacity | 120 |
|-------------------------|-----|

| | |
|--------------------------|-----|
| Standing capacity | 180 |
|--------------------------|-----|

| | |
|------------------|---------|
| Room Hire | \$1,500 |
|------------------|---------|

| | |
|----------------------|---------------|
| Minimum Spend | up to \$,5000 |
|----------------------|---------------|

(or as agreed to, depending on day of booking)



Menu Options

Our menus change seasonally so please request our most recent menu from our events team. Whether a casual affair, or the ultimate dining experience, our chefs are dedicated to tailoring the perfect menu for you and your guests.

Our Special Event & Private Function Menu's include the following 3 Hour Packages.

All packages include our own baked bread and cultured butter, Twining's Tea and Nespresso Coffee and special event cakes cut & served on platters.

| | | | |
|--|----------------|---|---------------|
| <p>PACKAGE 1</p> <hr/> <ul style="list-style-type: none"> ➤ Canapés ➤ Antipasto ➤ Alternating Entrée, Main & Dessert | <p>\$105pp</p> | <p>PACKAGE 6</p> <hr/> <ul style="list-style-type: none"> ➤ Cocktail ➤ 4 Cold Canapés ➤ 4 Hot Canapés ➤ 2 Substantial Canapés | <p>\$75pp</p> |
| <p>PACKAGE 2</p> <hr/> <ul style="list-style-type: none"> ➤ Chef's selection of Antipasto ➤ Alternating Entree, Main and Dessert | <p>\$100pp</p> | <p>KIDS PACKAGE 1</p> <hr/> <ul style="list-style-type: none"> ➤ Package 1-\$85 ➤ Entrée Pasta ➤ Child's Main Course ➤ Dessert ➤ Soft drink | <p>\$85pp</p> |
| <p>PACKAGE 3</p> <hr/> <ul style="list-style-type: none"> ➤ Canapés ➤ Alternating Entrée, Main & Dessert | <p>\$95pp</p> | <p>KIDS PACKAGE 2</p> <hr/> <ul style="list-style-type: none"> ➤ Child's Main Course ➤ Dessert ➤ Soft drink | <p>\$65pp</p> |
| <p>PACKAGE 4</p> <hr/> <ul style="list-style-type: none"> ➤ Alternating Entrée, Main & Dessert | <p>\$90pp</p> | | |
| <p>PACKAGE 5</p> <hr/> <ul style="list-style-type: none"> ➤ Alternating Entrée & Main or Main & Dessert | <p>\$75pp</p> | | |

Beverages

Tab – Charged on consumption

Soft drink and mineral water package – \$6pp

Beverage packages are offered for 3 hour duration.

Nespresso Coffee included. Barista Coffee additional, price on application.

BEVERAGE PACKAGE

\$45pp

James Boag's Draught
James Boags Light

James Squire Orchard
Crush Apple Cider

Marnong Estate Wines:
Select 1 Red and 1 White
and Sparkling variety

Soft Drinks
Table Water,
Tea and coffee

PREMIUM PACKAGE

+\$20pp

Our premium package is complemented by the following inclusions:

James Boag's
Premium Light

James Squire Orchard
Crush Apple Cider

Choose one from:

Peroni

Asahi

Marnong Estate
Wines: 2 Red and
2 White, Moscato,
Rose & Sparkling

Soft Drinks & Juice

Table Water, Tea
and coffee



Linger a little longer



THE CABINS

Or perhaps The Cabins are more suitable. Offering stunning lodgings, genuinely finished with style tones to complement our natural and peaceful surroundings, guests will have private access to their sun filled north west facing deck, encouraging rest, relaxation and just getting back to the countryside. Comprising of 10 cabins, twin configurations are also available. Shared lounge with a kitchenette, these spacious cabins are designed for small groups or family to spend time together relaxing and just reconnecting.

Accommodation rates start from \$180 per night mid-week. Please consult with your event coordinator on your exclusive rate to extend your celebration.

THE HOMESTEAD

With stunning accommodation to compliment your event, Marnong Estate offers the historic homestead which hosts 4 bedrooms and private dining room to experience with your family and friends.

From pre-event to the next day, You can experience all the Homestead has to offer.

Offering stunning suite accommodation complimented by contemporary finishes, guests will wake in luxury surrounded by our peaceful vineyard setting and manicured Victorian gardens. Comprising of four deluxe suites, twin configurations available. Communal lounge and kitchenette, with fully equipped boardroom seating up to 12 guests, the homestead is the ultimate exclusive retreat to pamper your valued staff or clients.

Bookings are strictly by appointment and are for the entire Homestead



Guidelines

Packages are for 3 hours.

Pre-approved reservations exceeding 4 hours will incur additional cost of \$250 per hour

DETAILS AND SUGGESTED SERVING TIMES

| | |
|--------|---|
| Lunch | Recommended between 11:00am to 2:00pm |
| Dinner | Recommended to be served between 6:00pm - 10:00pm |

MINIMUM CHARGES

Jan 2020 to July 2021 \$5,000 Minimum Spend applies



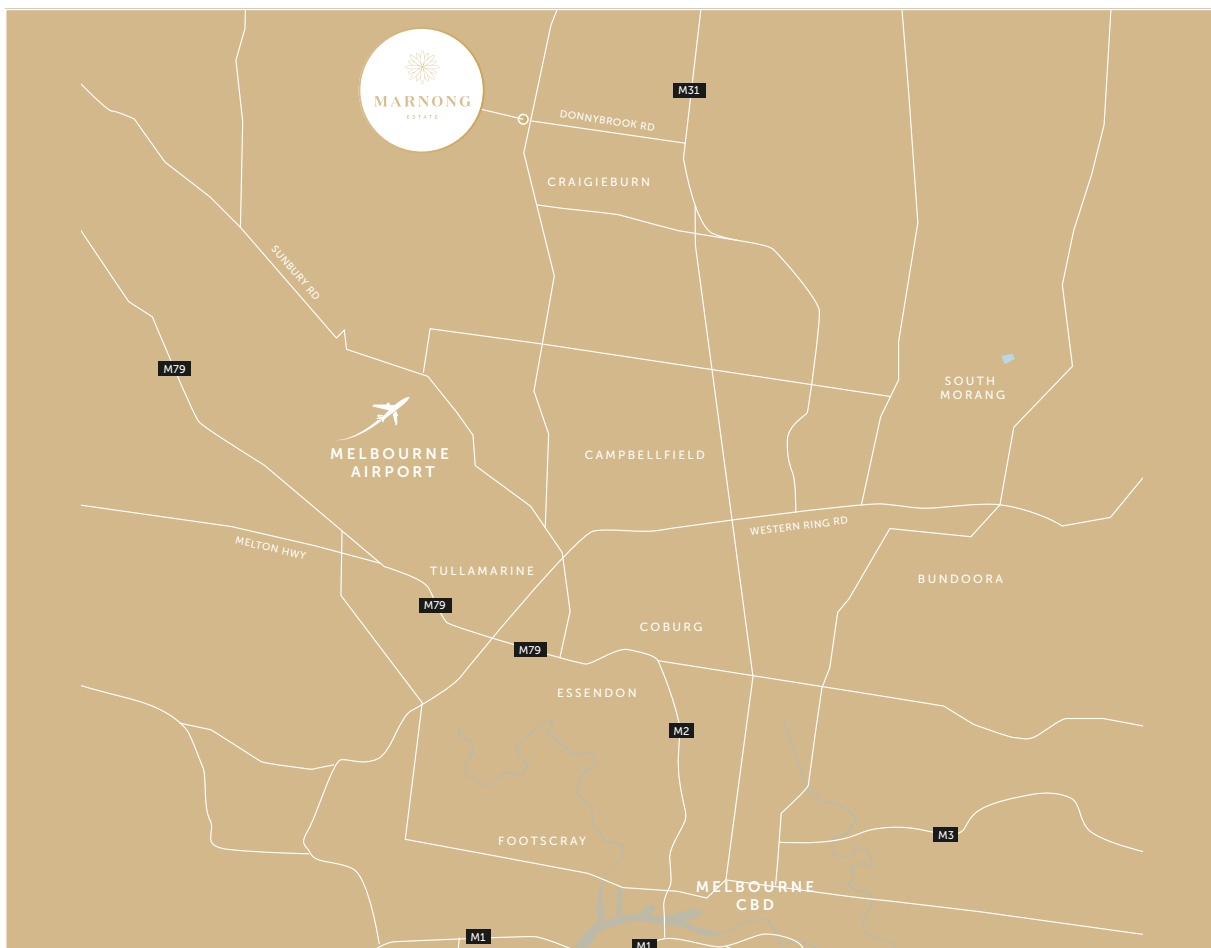
Additional information

LOCATION AND PARKING

Just 15 minutes to Melbourne Airport and 35 minutes to the Melbourne CBD, Marnong Estate provides an easy and convenient venue to welcome local and interstate guests.

Located on Mickleham Road, the property is just a stone's throw from Melbourne yet offers a contrasting and rich experience like no other. Connect with nature's changing seasons and escape your day-to-day with us at Marnong Estate.

We have over 183 car spaces with direct access to Bankvale Run restaurant. Please contact us for additional information on our parking and access.



AUDIO VISUAL

Austage AV, Sound & Lighting
0487 214 583
jeremy.k@austagevenues.com.au

FLOWERS

Something Bloomed
0423 811 884
mary@somethingbloomed.com.au

Dining Terms & Conditions

1. TERMS

By booking an Event, the Customer agrees to be bound by these Terms. Marnong Estate may vary these Terms at any time by providing notice of the change to the Customer. In these Terms, the following shall apply unless the context otherwise requires:

- a) Business Day means a business day in Melbourne, Australia.
- b) Consumer Guarantee means the consumer guarantees contained in part 3-2 of Schedule 2 of the Competition and Consumer Act 2010 (Cth).
- c) Customer means the person or organisation named in the signing space below.
- d) Event means the Customer's event for which Marnong Estate is engaged to provide the Services.
- e) Event Charges means all charges applicable to a function including venue hire, food and beverage and any other charges.
- f) Event Date means the date on which the Event is (or is to be) held.
- g) Event Space means the area and facilities, furniture, fixtures and fittings located in Marnong Estate which is accessed or used by the Customer in connection with the Event.
- h) GST has the meaning given to it in the A New Tax System (Goods and Services Tax) Act 1999 (Cth).

2. KEY CUSTOMER RESPONSIBILITIES

The Customer must use its best endeavours to ensure that its employees, officers, contractors, guests, members, patrons, and invitees during the Event:

- a) take reasonable care not to damage any property or injure any person; and
- b) comply with Marnong Estate's reasonable directions including those relating to health, safety and appropriate conduct.

3. BOOKING PROCEDURE

- a) The Customer may make a tentative booking over the phone or in person – this will incur a \$500 charge. A tentative booking will remain in place for 14 days from the time of booking. Upon receiving a tentative booking, Marnong Estate will send the Customer:

- i) these Terms and a Letter of Agreement outlining the proposed services; and
 - ii) the Marnong Estate Hire Agreement.
- b) To confirm a tentative booking, the Customer must return to Marnong Estate signed copies of these Terms and pay the 20% Deposit in full.
- c) If within 14 days of the tentative booking date the booking has not been confirmed, Marnong Estate may without liability to the Customer release the date and take a booking for the date from a different customer and refund the \$500 holding deposit.

4. PAYMENT

- a) Procedure: Unless approved credit arrangements have been made with Marnong Estate, the Customer must pay to Marnong Estate the fees as set out below in cleared funds to the bank account nominated by Marnong Estate.
 - i) Holding deposit: \$500.
 - ii) Deposit: A non-refundable deposit of 20% of the projected function costs or \$2,000, whichever is greater, is required to confirm the booking.
 - iii) Preliminary invoicing:
 - Full payment of the remaining amount will be paid 48 hours prior to the commencement day of your event
 - Balance 14 days
 - iv) Outstanding balance: the outstanding balance of all Event Charges (including any additional charges incurred during the Event) will be invoiced by Marnong Estate at the conclusion of the Event (Final Invoice), payable within 14 days of receiving the Final Invoice.

- b) Credit balance: If the Customer has a credit balance after the date on which the final invoice is due, Marnong Estate will pay the credit balances to the Customer within 14 days of the Event date.
- c) Credit card payments: A 2% charge may apply, inclusive of GST, for all payments made by credit card. Marnong Estate accepts the following cards: Visa, MasterCard.
- d) Non-Payment: If the Customer breaches any payment obligation specified in Clause 4(a), Marnong Estate may suspend or refuse to provide the Services for the Event.

5. FINAL NUMBERS

- a) Minor increases to Confirmed Numbers (up to 5%) can be accommodated up to 2 Business Days prior to the Event Date. Additional Event Charges arising from increased numbers will be charged on the Final Invoice. If numbers are reduced, the Event Charges will be calculated on the Confirmed Numbers.
- b) Acceptance of Confirmed Number variations is at Marnong Estate's discretion and may be subject to factors including licensing, security, health and safety.

6. CANCELLING / POSTPONING

In the regrettable circumstances that a Customer cancels or postpones an event, Marnong Estate shall be entitled to the following payment:

- a) If the cancellation or postponement is notified one hundred and twenty (120) days or more prior to the date of the function, the full deposit and any pre-payments received as outlined in the payment schedule, shall be retained by Marnong Estate.
- b) If the cancellation or postponement is notified at least thirty (30) days prior to the function date but less than one hundred and twenty (120) days, the full deposit and 50% of the projected function costs will be retained by Marnong Estate.
- c) If the cancellation or postponement is notified less than less than thirty (30) days prior to the date of the function, 100% of the projected function costs shall be payable.

7. CATERING CHARGES

- a) Service inclusions: Prices quoted on food and beverage menus or packages for Marnong Estate include the cost of service staff unless otherwise indicated and are calculated on minimum guest numbers for the Event.
- b) Extended events: The Customer may request that an Event exceeds its specified duration. Marnong Estate has absolute discretion over whether to grant an extension and may grant an extension subject to certain conditions and/or surcharges. If the Customer agrees to extend the Event, the Customer agrees to the conditions and/or surcharges (if any).
- c) Public Holidays: A surcharge may apply on total food and beverage charges. If the Event Date is: a public holiday in Melbourne, Australia, a 20% surcharge applies; or New Year's Eve, a 10% surcharge applies.

8. MENU & DIETARY REQUIREMENTS

- a) Final menu selections must be advised to Marnong Estate 21 days prior to the Event.
- b) Please note the following with respect to guest dietary meals:
 - i) Whilst all care will be taken to provide special meals to meet guest dietary requirements, Marnong Estate is unable to guarantee that any meal will be 100% free of all traces of nuts, dairy, gluten or other products that may produce allergic reactions in certain people. For extreme allergies, special arrangements must be discussed with your Marnong Estate representative.
 - ii) Whilst all care will be taken to identify guests who have requested a special dietary meal, the responsibility lies with the guest to identify themselves to service staff.
 - iii) Marnong Estate provide for pre-advised vegetarian and special dietary requirements. Up to two variations from the seasonal dietary menu covering all major dietary requirements, including vegetarian meals, are included in the quoted price.
 - iv) In addition to final numbers advised by the customer, Marnong Estate will provide an additional 5% dietary requirement meals at no extra cost and which is included in the two dietary meal variations.
 - v) A final full list of dietary requirements with the respective full guest names, and table number in the case of a seated event, must be communicated to your Marnong Estate representative up to 30 days prior to the event.
 - vi) Additional dietary variations can be requested up to three (3) Business Days prior to the event for an additional surcharge of 15% per person on the package price.
 - vii) Within 30 days of your event, dietary requirements may be added, subject to availability, at an additional cost of \$50.00 per person.

9. FOOD WAIVER

Marnong Estate has oversight of all food, including any desserts, served at the Event. Whilst we recommend that Marnong Estate is engaged to carry out all catering requirements, it recognizes that some Customers may want to bring in food, particularly, cakes and other small desserts. No food may be supplied by the Customer or any suppliers engaged by the Customer unless a Food Waiver Request form is completed and approved by Marnong Estate.

10. SEASONAL REQUIREMENTS AND PRICE FLUCTUATIONS

- a) All food and beverage pricing is valid until June 30th each year and may be subject to change on 1 July each year.

- b) All menu items are based upon seasonal availability and may be subject to change. Prices are quoted on current costs at the time the cost is quoted and may be subject to alteration at any time.

11. USE OF EVENT SPACE

The Customer must in connection with the Event Space:

- a) allow Marnong Estate and its personnel free access and egress;
- b) not carry on, or allow to be carried on, any activity that Marnong Estate reasonably believes is dangerous, noxious, offensive, illegal, objectionable or excessively noisy;
- c) not use or allow the Event Space to be used for any purpose other than that for which it was designed;
- d) endeavour to observe all relevant statutes, statutory rules and regulations, licenses, notices and orders; and
- e) Ensure the Customer or any staff, officers, contractors, guests, members, patrons, and invitees or any other persons associated with them comply with all Liquor Licensing conditions. Including but not limited to:
 - i) intoxicated guests or guests under the age of 18 years will not be served alcoholic beverages;
 - ii) strict timings will apply to alcoholic beverage service as stipulated by Liquor Licensing's Victoria;
 - iii) proof of age identification provided if requested;
 - iv) alcoholic beverages cannot leave the Event Space; and
 - v) alcoholic beverages cannot be brought onto Marnong Estate;
- f) not without Marnong Estate's consent make any alterations or additions whatsoever to any Event Space.

12. VENUE HIRE

- a) Venue hire charges apply to Marnong Estate and include standard security, cleaning and standard room lighting. A dance floor (7m x 7m) is included in the William Angliss venue hire package.
- b) The Customer acknowledges and agrees that it is Marnong Estate's policy that all Audio Visual and Lighting services, including PA and sound systems for entertainment and speech, digital screen presentations and projections, and event lighting, are managed and supplied internally by Marnong Estate. In certain circumstances, Marnong Estate may choose at its discretion to engage with 3rd party AV suppliers to assist in production planning and direction, or to meet AV requirements of a specialist nature.
- c) The Venue Hire charge includes access to the Event space and the relevant loading and transit areas for bump in prior to the Event start time and for bump out one hour after the Event ends. Additional security charges will apply for access to these areas outside the included time.

- d) Once the Event has been confirmed, Customer's may request changing the Event Space no later than seven (7) Business Days prior to the Event. It is at Marnong Estate's sole discretion whether to allow a change to the Event Space and additional charges may apply to the Customer if the Event Space is changed.

13. INCLEMENT WEATHER

Marnong Estate cannot guarantee weather conditions. Due to the nature of Marnong Estate there is a risk that the Event Space may be impacted by inclement weather. The Customer ultimately bears this risk. If the Customer is concerned about the prospect of inclement weather, it should discuss the options available as soon as possible prior to the Event. If severe weather conditions are imminent, Marnong Estate will use its best endeavors to accommodate Customer's where the Event Space is outdoors, for example, this may include variation to the Customer's program or relocation to an indoor Event Space (if there is one available). Additional charges may occur. For the avoidance of doubt, Marnong Estate cannot guarantee that an alternate Event Space would be provided. In the event of severe weather conditions during an Event, the Customer is to immediately have all of its guests vacate the Event Space and moved to a safe location, as directed by Marnong Estate.

14. CLEANING & SECURITY CHARGES

- a) Standard cleaning and security are included in Event Charges.
- b) If substantial additional cleaning is required after the Event, the costs will be added to the Final Invoice.
- c) If the Event requires additional security (whether because of its nature or the facilities being utilized), additional charges may apply.
- d) Marnong Estate reserves the right to determine the security and additional cleaning required for the Event.

15. SAFETY EQUIPMENT

Safety equipment including exit signage and security cameras must not be covered and access must not be blocked off, under any circumstances.

16. SUPPLY ARRANGEMENTS

Marnong Estate may engage contractors to assist with providing the Services.

- a) All deliveries must be clearly marked with client details. The names and contact numbers of people involved, their expected times of arrival and equipment requirements must be advised to Marnong Estate at least 24 hours prior to the Event.
- b) Customer must notify Marnong Estate of the nature of any displays (including floristry), installations or other objects to be placed in Marnong Estate for the Event. Customer must obtain approval from Marnong Estate in advance for all such things prior to the Event. Marnong Estate reserves the right to prevent certain Client items from entering or leaving Marnong Estate.

- c) There is no short- or long-term storage available for Client items at Marnong Estate. All suppliers must return to pack down and remove their items at the conclusion of the event. If this does not happen labour surcharges will apply.
- d) Marnong Estate may assist in the movement of Client items from the loading bay to the Event Space, but assistance will be offered on the basis of staff availability at that time. Charges may apply.
- e) To the extent permitted by law, Marnong Estate does not and cannot accept responsibility or liability for any Client items left at Marnong Estate.
- f) All electrical equipment used for any entertainment must be tested and tagged.

17. SUPPLIERS & ENTERTAINMENT

- a) The Customer must notify Marnong Estate of the nature of any entertainment and the identity of all proposed entertainers and any support crew. The Customer must obtain approval from Marnong Estate for the entry of such personnel and for any set up and/ or rehearsal times and arrangements.
- b) Meals and crew room for band members, production personnel etc., can be arranged and will be quoted according to the Customer's specific requirements.
- c) If entertainers, performers or DJs are booked directly by the Customer, they must be scheduled to complete their performance at the same time the bar is scheduled to close, if not earlier.

18. SMOKE AND SMOKING

- a) Smoking is not permitted within 4 meters of any buildings within Marnong Estate. The Customers must ensure that guests dispose of their cigarette ash, butts and matches safely and thoughtfully, using ashtrays provided.
- b) Smoke machines or some pyrotechnics may not be used within Marnong Estate. Flammable liquids may not be used in any area of Marnong Estate except with their prior written consent.
- c) Any costs arising from the setting off of smoke detectors, whether by unauthorised smoking, or as a direct result of activity generated by the function, will be borne by the Customer unless caused by the actions of Marnong Estate.

19. ACCOMODATION

- a) Marnong Estate cannot guarantee availability of accommodation. If accommodation is sought for the Event, it should be confirmed as soon as possible.
- b) Standard check in time is 2:00pm and check out time is 10:00am. For guaranteed arrival prior to 2:00pm, a room must be reserved from the previous night and therefore includes an additional nightly charge.
- c) Customers will be required to provide a valid credit card and photo identification to cover charge the cost of the booking in the event of cancellation or any incidental charges.
- d) Damages, breakages, theft and losses are the Customer's responsibility during their stay.
- e) Pets are not allowed.
- f) The number of guests must not exceed the number stated on the booking confirmation or subsequently agreed in writing with Marnong Estate.
- g) Lost or stolen keys will incur a \$200 fee.

20. TAXES (GST)

All prices quoted are in Australian dollars and unless stated otherwise include 10% GST. The Customer must pay to Marnong Estate an amount equal to any GST that Marnong Estate must pay for any supply by Marnong Estate under these Terms and or under any agreement for the provision of Services.

21. LIABILITY AND INDEMNITY

- a) Certain goods and services provided by Marnong Estate may come with Consumer Guarantees, which cannot be excluded. To the extent permitted by law, Marnong Estate's liability (and that of its employees or agents) under the Consumer Guarantees, is limited at Marnong Estate's option to, in the case of supplying: (1) services, the supply of the services again, or payment of the cost of having the services supplied again; and (2) goods, replacement of the goods, supply of equivalent goods, repair of the goods, or payment of the cost of replacing the goods or of acquiring equivalent goods or the payment of the cost of having the goods repaired.
- b) To the extent permitted by law, Marnong Estate's liability for breach of agreement, negligence, breach of statutory duty or any other cause of action (other than a breach of a Consumer Guarantee) in connection with the Services or the Event, is limited in aggregate to the total amount paid by the Customer on or by the date of the event giving rise to the liability.
- c) The Customer agrees that subject to these Terms, Marnong Estate is not liable for: any consequential, special, indirect, exemplary or punitive loss or damage, including, without limitation, loss of

profits or revenue, loss of opportunity or use, damage, loss or destruction of data, costs of cover and costs of delay; or any damage, loss, cost or expense suffered or incurred by the Customer arising from Marnong Estate terminating or refusing to provide the Services in accordance with these Terms.

- d) The Customer is liable for, and continually indemnifies Marnong Estate from and against, all loss, damage, costs, expenses, fees, claims and liabilities suffered or incurred by Marnong Estate in connection with damage or loss however caused by the Customer, its employees, officers, contractors, guests, members, patrons, invitees or any other persons associated with them.
- e) Nothing in these Terms will limit a party's liability to any claims or other losses based on or arising from personal injury or death.

22. EARLY TERMINATION

Marnong Estate may cancel the Event and the Services without notice if:

- a) the Customer fails to fulfill any of its obligations described in these Terms;
- b) the Customer alters the purpose of the Event without Marnong Estate's prior approval; or
- c) Marnong Estate becomes aware of factors that may compromise public safety or order, or involve an unacceptable risk of personal injury, damage to property or breach of an applicable law or licence.

23. FORCE MAJEURE

Neither party will be liable to the other for any delay or failure to perform its obligations under these Terms as a result of a cause beyond its reasonable control including without limitation fire (including code reds), flood, earthquake, storm or other natural disaster, war, declared state of emergency, pandemic, terrorist or siege activity, labour dispute or strike.

Booking confirmation and deposit form

BOOKING CONFIRMATION

Today's date Reservation Date

Event Organisers Name

Phone Mobile

Email

Postal Address

I'm booking the following event: Lunch Dinner

No. of guests Start time The Angliss Room The Shed

Marnong 1 Marnong 2

DEPOSIT

I will be paying my deposit by:

Electronic Transfer Bank/Company Cheque Cash

(Please attach remittance advice stating the Reservation Name)

Credit Card Visa MasterCard

Amount: \$500 Other as agreed

Please note, all credit card payments may incur a processing fee of up to 2%

Name of Card Holder

Credit Card No

Expiry Date CCV

Signature

This email or my signature also confirms that I have read the terms and conditions as stated above and authorise a transaction on the specified credit card.

PLEASE EMAIL THIS PDF TO: enquiry@marnongestate.com.au



MARNONG

ESTATE

marnongestate.com.au

03 9216 4000

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