



EVENTS
PACKAGES
AT
OPL

BEVERAGE PACKAGES

ALL PACKAGES ARE PER PERSON
PER HOUR 2 HOUR MINIMUM

BASIC

- OFFERING OPL LAGER, AND OUR BASIC RED, WHITE AND SPARKLING WINES
- PACKAGE RUNNING FOR \$15 PER PERSON PER HOUR

PREMIUM B&W

- OFFERING ALL TAP BEER AND LOCAL RED AND WHITE WINES AS WELL AS ITALIAN PROSECCO
- PACKAGE RUNNING FOR \$22 PER PERSON PER HOUR

COCKTAIL

- OFFERING A CUSTOM COCKTAIL ON ARRIVAL AND THREE OPL SIGNATURE COCKTAIL CHOICES
- INCLUSIVE OF THE PREMIUM B&W PACKAGE
- PACKAGE RUNNING FOR \$35 PER PERSON PER HOUR

CASH BAR

BEVERAGES WILL BE AVAILABLE FOR PURCHASE THROUGHOUT YOUR EVENT. ANY SPECIFIC REQUESTS ARE ENCOURAGED PREVIOUS TO THE EVENT.

BAR TAB

BAR TABS ARE ALSO OFFERED TO BE SET UP FOR AN EVENT. PLEASE ENQUIRE FOR MORE INFO.

ROOM HIRE

ROOM HIRE WITHOUT ANY PACKAGES IS AVAILABLE. PLEASE ENQUIRE IF THIS IS OF INTEREST TO YOU.

FOOD PACKAGES

ALL PACKAGES ARE PER
PERSON/SERVING

HOT NIBBLES

- OFFERING VEGETABLE SPRING ROLLS, VEGETABLE SAMOSAS AND FRIES
- PACKAGE RUNNING FOR \$10 PER PERSON PER SERVING

GRAZING PACKAGE

- OFFERING A SELECTION OF CHEESE, CHARCUTERIE AND SWEETS
- PACKAGE RUNNING FOR \$24 PER PERSON PER SERVING

PIZZA PACKAGE

- OFFERING FOUR PIZZA VARIATIONS, FRIES AND SALAD
- PACKAGE RUNNING FOR \$27 PER PERSON PER SERVING

BUSINESS LUNCH

- OFFERING A SANDWICH AND A SWEET TREAT
- PACKAGE RUNNING FOR \$18 PER PERSON PER SERVING

MORNING TEA

- OFFERING BANANA BREAD, PASTRY AND COFFEE OR TEA
- PACKAGE RUNNING FOR \$15 PER PERSON PER SERVING

T&CS

1. TENTATIVE BOOKINGS

- 1.1. EVENT BOOKINGS WILL BE CONSIDERED TENTATIVE UNTIL THE BOOKING FORM IS COMPLETED, SIGNED AND RETURNED TO THE EVENTS MANAGER, AND DEPOSIT PAYMENT HAS BEEN RECEIVED.
- 1.2. TENTATIVE BOOKINGS WILL BE HELD FOR A PERIOD OF 48 HOURS ONLY, UNLESS OTHERWISE AGREED TO IN WRITING BY OPL STAFF, AFTER WHICH THE BOOKING WILL BE RELEASED BY OPL AND THE ROOM MADE AVAILABLE TO OTHER INTERESTED PARTIES.

2. DEPOSITS AND PAYMENT

- 2.1. THE CLIENT IS REQUIRED TO MAKE A NON-REFUNDABLE DEPOSIT PAYMENT EQUAL TO A PERCENTAGE (25%) OF THEIR TOTAL QUOTE
- 2.2. ALL DEPOSITS CAN BE PAID VIA DIRECT DEPOSIT, OVER THE PHONE, OR IN PERSON. CASH PAYMENTS WILL NOT BE ACCEPTED. EFTPOS, MASTERCARD, VISA, AND AMEX ARE ACCEPTED METHODS OF PAYMENT.
- 2.3. ALL DEPOSITS WILL BE USED TOWARDS THE EVENT SPACE MINIMUM SPEND REQUIREMENT. BY MAKING THE DEPOSIT PAYMENT YOU ACKNOWLEDGE YOU WOULD LIKE TO MAKE A RESERVATION AT OPL AND AUTOMATICALLY ACCEPT THE TERMS AND CONDITIONS.
- 2.4. FINAL BALANCE OWING TO BE PAID 5 DAYS BEFORE EVENT.

3. CANCELLATION

- 3.1. IN CONFIRMING THE BOOKING AND MAKING THE DEPOSIT PAYMENT THE CLIENT ACKNOWLEDGES AND ACCEPTS THE TERMS OF OUR CANCELLATION POLICY:
 - 3.1.1. IN THE CASE OF THE CLIENT CANCELLING THEIR CONFIRMED EVENT OVER THREE MONTHS PRIOR TO THE EVENT DATE, 50% OF THE DEPOSIT PAYMENT WILL BE REFUNDED.
 - 3.1.2. IN THE CASE OF THE CLIENT CANCELLING THEIR CONFIRMED EVENT WITHIN ONE TO THREE MONTHS PRIOR TO THEIR EVENT, A CREDIT TO THE VALUE OF 50% OF DEPOSIT AMOUNT WILL BE PROVIDED TO THE CLIENT TO BE USED WITHIN THREE MONTHS OF THE ORIGINAL EVENT TO BOOK ANOTHER FUNCTION.
 - 3.1.3. IN THE CASE OF THE CLIENT CANCELLING THEIR EVENT WITHIN ONE MONTH OF THE EVENT DATE, NO CREDIT WILL BE RETURNED TO THE CLIENT, AND THE FULL DEPOSIT FORFEITED.
 - 3.1.4. IN THE CASE OF THE CLIENT CANCELLING THEIR EVENT WITHIN SEVEN (7) DAYS OF THE EVENT DATE, NO CREDIT WILL BE RETURNED TO THE CLIENT, AND THE FULL AMOUNT OF ANY FOOD PRE ORDERED WILL BE CHARGED TO THE CREDIT CARD ON FILE.
- 3.2. IF OPL IS UNABLE TO PROCEED WITH YOUR BOOKING DUE TO ANY REASON BEYOND OPL'S REASONABLE CONTROL (E.G. FIRE OR FLOOD), THEN OPL HAS THE RIGHT TO CANCEL YOUR BOOKING AND OPL WILL RETURN YOUR DEPOSIT. OPL WILL HAVE NO FURTHER LIABILITY FOR SUCH CANCELLATION.

4. EVENT MINIMUM SPEND / MINIMUM NUMBERS

- 4.1. A MINIMUM SPEND AND/OR MINIMUM NUMBERS APPLY TO FUNCTION SPACES AT OPL. THESE MAY VARY DEPENDING ON TIME, DAY, OR SEASON OF THE EVENT.
 - 4.1.1. ANY COSTS INCLUDED IN YOUR EVENT THAT ARE PROVIDED BY OPL WILL GO TOWARDS MAKING UP THE MINIMUM SPEND. CATERING, BEVERAGES, AUDIO VISUAL EQUIPMENT AS WELL AS THE DEPOSIT, SHOULD YOUR EVENT NUMBERS FALL BELOW OUR REQUIRED MINIMUM. PLEASE ASK US ABOUT ALTERNATIVE PACKAGE OPTIONS, OR IN SOME CASES A ROOM HIRE FEE MAY APPLY.
 - 4.2. UNLESS A PRIVATE ROOM HAS BEEN BOOKED WITH A FOOD AND BEVERAGE MINIMUM SPEND MET, MANAGEMENT WILL ALLOCATE THE BOOKING WHEREVER THEY SEE FIT. PRIOR REQUESTS WILL BE CONSIDERED.
 - 4.3. MINIMUM SPENDS ARE SUBJECT TO CHANGE AT OPL'S DISCRETION.

5. DAMAGES

- 5.1. OPL ACCEPTS NO RESPONSIBILITY FOR THE LOSS OR DAMAGE TO ANY EQUIPMENT OR PROPERTY LEFT ON THE PREMISES PRIOR TO, DURING, OR AFTER THE FUNCTION.
- 5.2. YOU AGREE TO INDEMNIFY OPL FOR ALL LOSS, HARM, COST OR EXPENSE RESULTING FROM ANY DAMAGE TO ANY PROPERTY BELONGING TO OPL OR INJURY TO ANY OPL STAFF DURING THE FUNCTION, CAUSED BY ANY GUESTS OR OTHER PERSONS ATTENDING THE FUNCTION.
- 5.3. THE CLIENT IS FINANCIALLY RESPONSIBLE FOR ANY DAMAGES TO THE VENUES PROPERTY, EQUIPMENT INCLUDING, BUT NOT LIMITED TO, ANY EQUIPMENT HIRED AND ALLOCATED TO YOUR EVENT. DAMAGES WILL BE CHARGED TO THE CREDIT CARD PROVIDED.
- 5.4. NO GLITTER, BODY PAINT, CONFETTI, STICKY TAPE, SILLY STRING, ETC IS ALLOWED. ANY DECORATIONS WHICH REQUIRE MORE THAN THE USUAL AMOUNT OF CLEANING (IE. PROFESSIONAL CLEANING, GLITTER CLEANUP, ETC) WILL INCUR A CLEANING FEE CHARGED TO THE CREDIT CARD PROVIDED.

6. COMPLIANCE

- 6.1. CLIENTS WILL BE RESPONSIBLE TO ENSURE THE ORDERLY BEHAVIOUR OF THEIR GUESTS AND OPL RESERVES THE RIGHT TO INTERVENE WHERE IT SEES FIT.
- 6.2. TO ENSURE COMPLIANCE WITH ITS RESPONSIBLE SERVICE OF ALCOHOL OBLIGATIONS, OPL RESERVES THE RIGHT TO REFUSE SERVICE OR EJECT ANY PERSON SUSPECTED OF BEING INTOXICATED, OR DISPLAYING UNRULY BEHAVIOUR. REFUNDS WILL NOT BE ISSUED TO EVENT GUESTS IF ENTRY IS REFUSED. ALL GUESTS 18 YEARS OR OLDER MUST HOLD A VALID FORM OF IDENTIFICATION.

7. APPROVALS

- 7.1. CLIENTS MUST OBTAIN OPL'S WRITTEN CONSENT BEFORE ANY THIRD PARTY GOODS, EQUIPMENT, OR FOOD/BEVERAGE OPTIONS ARE BROUGHT INTO THE VENUE.
 - 7.1.1. ALL PROPERTY IS TO BE REMOVED AT THE CONCLUSION OF YOUR EVENT.

8. FINAL NUMBERS

- 8.1. FOR CATERING PURPOSES, FINAL NUMBERS FOR YOUR EVENT ARE REQUIRED 7 DAYS IN ADVANCE OF YOUR FUNCTION. NUMBERS CAN NOT BE REDUCED AFTER THIS TIME, THOUGH INCREASES MAY BE POSSIBLE.
- 8.2. CHARGES WILL BE BASED ON FINAL NUMBERS, MINIMUM NUMBERS, OR ON FINAL HEAD COUNT, WHICHEVER IS GREATER.

9. CATERING

- 9.1. ALL CATERING SELECTIONS MUST BE CONFIRMED 7 DAYS PRIOR TO YOUR EVENT DATE.
- 9.2. NO EXTERNAL CATERING, INCLUDING BUT NOT LIMITED TO CAKES, IS TO BE BROUGHT INTO THE VENUE WITHOUT PRIOR AUTHORIZATION.
- 9.3. ANY DIETARY REQUIREMENTS NEED TO BE ADVISED WHEN CONFIRMING YOUR CATERING SELECTION.
- 9.4. CATERING ORDERS CANNOT BE CHANGED ON THE DAY OF THE EVENT.
- 9.5. FUNCTION MENU PRICES AND OPTIONS ARE SUBJECT TO CHANGE, PARTICULARLY IF A FUNCTION IS BOOKED MORE THAN SIX MONTHS IN ADVANCE. MENU OPTIONS ARE SUBJECT TO CHANGE DUE TO MARKET AVAILABILITY AND SEASONAL DEMANDS.

10. CAKEAGE

- 10.1. ALL CAKES WILL INCUR A CAKEAGE CHARGE OF \$50. THIS CAKEAGE CHARGE WILL INCLUDE SERVIETTES, PLATES, CUTLERY AND A CAKE KNIFE. OUR FUNCTION STAFF ON THE NIGHT WILL CUT AND SERVE THE CAKE AT A PRE-ARRANGED TIME DURING THE EVENT.
- 10.2. OPL AND ALL STAFF DO NOT TAKE ANY RESPONSIBILITY FOR DAMAGE OR LOSS OF CAKES HELD/LEFT AT THE VENUE.

11. FINAL PAYMENT

- 11.1. FINAL EVENT PAYMENT MUST BE RECEIVED 5 DAYS PRIOR TO THE EVENT.
- 11.2. A VALID CREDIT CARD WILL BE HELD ON THE NIGHT AS PAYMENT SECURITY.

12. OTHER FUNCTIONS

- 12.1. OPL HAS THE RIGHT TO BOOK OTHER FUNCTIONS UP TO TWO HOURS BEFORE THE SCHEDULED FUNCTION COMMENCEMENT TIME AND ONE HOUR AFTER THE SCHEDULED FUNCTION FINISHING TIME.
- 12.2. OPL HAS THE RIGHT TO BOOK OTHER FUNCTIONS AT THE SAME TIME IF APPROPRIATE AND PRIVATE HIRE HASN'T BEEN ARRANGED.

13. FIRE, LIGHT & SAFETY

- 13.1. OPL RESERVES THE RIGHT TO ADJUST ANY SET-UP TO ENSURE FIRE, LIGHT, AND SAFETY CODES ARE MET.

14. UNDER 18

- 14.1. MINORS ARE PERMITTED TO ATTEND EVENTS AND MUST BE ACCOMPANIED AT ALL TIMES BY THEIR PARENT OR LEGAL GUARDIAN AS DEFINED IN THE LIQUOR ACT 2010.
- 14.2. MINORS MAY NOT LEAVE THE FUNCTION ROOM UNLESS ACCOMPANIED BY THEIR PARENT OR LEGAL GUARDIAN.
- 14.3. MINORS OR THOSE WITHOUT ID MUST NOT CONSUME ANY FORM OF ALCOHOLIC BEVERAGE, TOBACCO, OR APPROACH THE BAR.
- 14.4. ALL MINORS MUST BE OFF THE PREMISES BY 9:00PM.

15. AUDIO VISUAL

- 15.1. OPL IS ABLE TO HIRE MOST AUDIO VISUAL NEEDS. A QUOTE WILL BE RECEIVED AND THE COST WILL BE INCLUDED IN THE FINAL TOTAL.
- 15.2. OUTSIDE AUDIO VISUAL IS ABLE TO BE HIRED AND BROUGHT IN, SUBJECT TO A SCHEDULE OF INSTALLATION TO BE SET UP.

16. LICENSING

- 16.1. OPL IS LICENSED UNTIL 12:00AM. ALL PATRONS MUST VACATE THE PREMISES PRIOR TO THE TIME.
 - 16.1.1. A LAST CALL FOR DRINKS WILL BE PLACED BEFORE THIS TIME.
 - 16.1.2. OPL RESERVES THE RIGHT TO CLOSE ANY AREA BEFORE THIS TIME AS NECESSARY. MINORS MUST VACATE THE PREMISES PRIOR TO 9PM.
- 16.2. DUE TO STRICT LICENSING LAWS AND OUR ONGOING COMMITMENT TO THE COMMUNITY, WE ARE REQUIRED TO REMIND YOU OF THE FOLLOWING:
 - 16.2.1. NO LIQUOR WILL BE SERVED TO MINORS (UNDER 18 YEARS OF AGE)
 - 16.2.2. ANY PERSONS UNDER THE AGE OF 18 MUST BE ACCOMPANIED BY A PARENT OR LEGAL GUARDIAN AT ALL TIMES.
 - 16.2.3. NO INTOXICATED PERSONS WILL BE ADMITTED TO THE VENUE.
 - 16.2.4. INTOXICATED PERSONS WILL BE REFUSED SERVICE OF LIQUOR
 - 16.2.5. ALL AMPLIFIED NOISE TO BE MONITORED AND KEPT BELOW LEGAL LIMITS
 - 16.2.5.1. 55DB(A) 7AM @ 10PM MONDAY @ SUNDAY
 - 16.2.5.2. 35DB(A) 10PM @ 7AM MONDAY @ SUNDAY
 - 16.2.5.3. SMOKING & VAPING IS ILLEGAL IN ALL INDOOR AND OUTDOOR AREAS AT OPL. USE OF ELECTRONIC CIGARETTES IS PROHIBITED IN LEGISLATED SMOKE-FREE AREAS IN THE ACT UNDER THE SMOKE-FREE PUBLIC PLACES ACT 2