



# Function Compendium

2013/2014



## Functions at the Leichhardt

At the Leichhardt, our professional and friendly staff are committed to delivering you a flawless function.

We will tailor a function to suit your needs and requirements.

The Leichhardt Hotel prides itself on excellent levels of service and can cater for any occasion.

Our professional and experienced Head Chef and committed Function Manager will design a distinctive function to suit your individual taste and style.





## General Information

### Location

The Leichhardt Hotel is only ten minutes drive from the Rockhampton Airport and 3km from the Queensland Rail Station. Ideally situated right in the heart of the CBD, makes it the most convenient base to explore the beauties of the Capricorn Coast.

### Functions

- ❖ Seven function rooms that spread over two floors each with their own bar and kitchen
- ❖ Capacity for small boardroom meetings to large corporate events seating up to 500 delegates. We cater for cocktail parties through to sit down banquets for up to 400 guests
- ❖ Full catering packages to suit any function

### Accommodation

- ❖ 60 newly renovated rooms which comprise of single, double and twin share options
- ❖ Check-in 2pm and check-out 10am
- ❖ Large Screen TVs with Austar
- ❖ Modern Bathrooms
- ❖ Mini Bar
- ❖ Tea and Coffee making facilities (Suites with Microwave)
- ❖ Extensive views over the Capricorn region

### Guest Services

- ❖ 24 Hour Reception
- ❖ Room Service
- ❖ Licensed Restaurant
- ❖ Lobby Bar
- ❖ Gaming Room
- ❖ Guest laundry & Same day dry cleaning

### Local Attractions

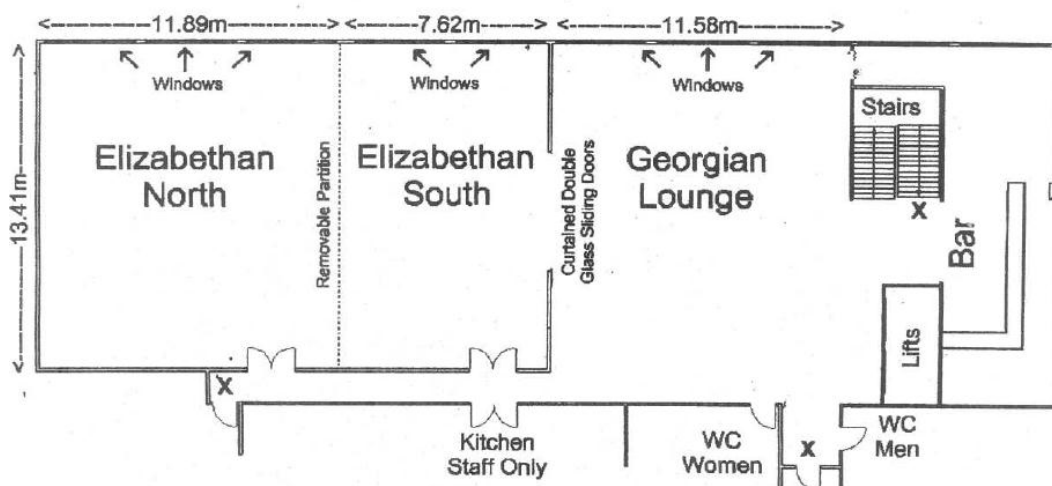
- ❖ Botanical Gardens
- ❖ Kershaw Gardens
- ❖ Capricorn Coast 34km
- ❖ Capricorn Wetlands 50km
- ❖ Great Keppel Island 60km
- ❖ Koorana Crocodile farm 34km

# Function Room Capacities

CAPACITY GUIDE						
Room	Theatre	U Shape	Classroom	Open Ended Cabaret	Cocktail	Banquet
Elizabethan North	140	50	50	50	150	80
Elizabethan South	100	40	40	40	80	60
Georgian Lounge	140	50	50	60	150	90
All of First Floor	400	N/A	130	110	300	150
Boardroom	-	12	-	-	-	10
Duthie Room	140	50	50	50	150	80
Emily Room	100	40	40	40	80	60
Emily Duthie Lounge	140	50	50	60	150	90
All of Second Floor	500	-	200	200	500+	400

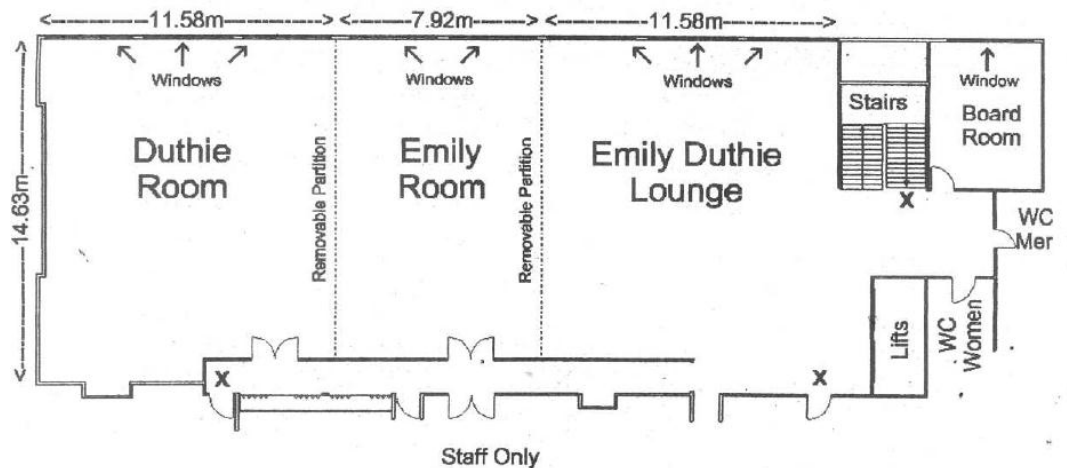
Room hire pricing is tailored to your specific needs. Please speak to the Function and Sales Manager to receive further costing information.

## First Floor Plan



## Second Floor Plan

Ceiling Height  
3 Meters  
X = Fire exit



# Day Delegate Packages

## **Full Day Conference Package @ \$40.00 per person**

Morning tea  
Two Course Plated meal in the Restaurant  
Afternoon tea  
Flipchart and whiteboard  
Notepads and pens  
Iced water and mints

## **Half Day Conference Package @ \$32.00 per person**

Includes the same as the full day package, with only one tea break

*Minimum of 10 Delegates apply*

## **Full Day Premium Package @ \$46.00 per person**

Morning tea  
Working Lunch chosen from our selection  
Afternoon tea  
Flipchart and whiteboard  
Notepads and pens  
Iced water and mints

## **Half Day Premium Package @ \$38.00 per person**

Includes the same as the full day package, with only one tea break

*Minimum of 20 Delegates apply*

### **Conference room hire includes**

Lectern  
Blank wall for projection  
Whiteboard  
Flipchart  
Room set to your requirements

### **Audio Visual**

Data projector \$150.00 per day (Only one onsite)  
Stage Pieces \$80.00 each for per day

Our preferred Audio Visual Company, **Rockhampton Venues & Events** have all the latest equipment and can provide professional advice to suit your requirements. Please speak to your Function Manager to obtain a quotation.

# Tea Break Options

All Conference Day Packages include your choice of one of the below tea break items For morning or afternoon break and are served alongside freshly brewed coffee and a selection of teas

- ❖ Scones w/ strawberry jam & fresh cream
  - ❖ Mini quiches
- ❖ Satay chicken kebab sticks
  - ❖ Home baked cookies
  - ❖ Savory croissants
- ❖ Fresh assorted muffins
- ❖ Seasonal fresh fruit platter
  - ❖ Mini sausage rolls
  - ❖ Chef's selection of slice
  - ❖ Assorted danishes

## Additional Options

- ❖ Arrival tea and coffee @ \$4.50 per person
- ❖ Continuous tea and coffee @ \$12.50 per person
- ❖ An additional tea break item selected from the above @ \$4.50 per person
  - ❖ A selection of ice creams \$4.50 per item
  - ❖ Whole fruit served in a bowl \$2.50 per piece
  - ❖ A selection of yoghurts \$4.50 per item
    - ❖ Bottles of water \$4.00 per item
    - ❖ Bottles of juice \$4.00 per item

All prices are per person or per item



# Lunch Options

## Standard Day Conference Package

Two course plated meal in the Restaurant pre selected from choices below and served alternate drop

### Mains

Crumbed steak, chips & salad  
Chicken parma, chips & salad  
Chicken Caesar wrap & chips  
200gr rump (cooked medium), chips & salad  
Steak sandwich & chips  
Pasta of the day  
Beer battered fish, chips & salad  
Roast of the day with roast vegetables & gravy  
Caesar salad  
Vegetarian burger & chips

### Desserts

Mississippi mud cake w/ ice cream  
Raspberry & white chocolate cheesecake w/ berry coulis  
Caramel cheesecake w/ fresh cream & coulis  
Mango & macadamia cheesecake w/ fresh cream & coulis  
Lemon citrus tart w/ fresh cream

*Maximum of 20 Delegates apply*

*Functions under 10 Delegates can select their main meal choice on the day, prior to conference commencement*



# Working Lunch Options

## Premium Conference Package

Working lunch served in your conference venue and selected from below

### Build your own Burgers and Wraps

Selection includes beef patties, spiced chicken breast, vegetarian patties, crisp lettuce, tomato, onion, cheese, a selection of condiments and a fresh fruit platter. With the Delegates choice of bakery white, wholemeal or wraps

*Minimum of 20 Delegates apply*

### Selection of Gourmet Sandwiches, Baguettes & Wraps

Gourmet selection of \*Cajun chicken, sundried tomato, brie & fancy lettuce \*Seasoned roast beef, Swiss cheese, carrot & rocket \*Egg & lettuce \*Ham, tomato & pickles \*Tuna, Swiss cheese & rocket \*Vegetarian and more served along side gourmet mini quiches and a fresh fruit platter

*Minimum of 20 Delegates apply*

All working lunch options are served with freshly brewed coffee, decaffeinated coffee and a selection of teas

## Additional Options

Jugs of soft drinks or fresh orange juice @ \$9.50 per jug  
Selection of assorted cakes and slices @ \$6.00 per person





# Breakfast Options

## Continental Buffet Breakfast

### Continental Selection

Assorted pastries, muffins & croissants  
Toast and condiments  
Orange Juice  
Selection of cereal and muesli  
Natural yoghurt  
Fresh sliced fruit platter  
Freshly brewed coffee and a selection of teas

**\$18.00 per person (minimum 10 people)**

## Full Buffet Breakfast

### Continental Selection

Assorted pastries, muffins & croissants  
Toast and condiments  
Orange Juice  
Selection of cereal and muesli  
Natural yoghurt  
Fresh sliced fruit platter  
Freshly brewed coffee and a selection of teas

### Hot Selection

Grilled tomato  
Scrambled eggs  
Grilled bacon rashers  
Breakfast sausages  
Sautéed mushrooms  
Hash browns

**\$28.00 per person (minimum of 20 people)**

# Private Dinner Menu

Create your own menu from the list of courses below. Please pre select two entrees, two mains and two desserts to be served alternate. Please note private function room hire is an additional cost.

## Entrée

- Thai Chicken Salad** w/ vermicelli noodles and a lightly spiced dressing
- Roasted Pork Fillet** w/ rocket and shallot salad, complimented w/ a delicate bell pepper dressing **G**
- Coconut Crumbed Prawns** w/ delicate fried crispy noodles
- Barbequed Lamb Fillet** w/ potato & herb frittata, smoked capsicum salsa and topped w/ lemon yoghurt
- Spinach & Ricotta Cannelloni** w/ classic tomato, pine nuts, fresh basil and finished w/ parmesan wafer **V**

## Main Course

- Herb Crusted Rack of Lamb** served on fluffy mash, vegetables and jus
- Chicken Breast** baked resting on a risotto cake w/ a mushroom cream sauce & vegetables
- Oven Baked Salmon Fillet** on a bed of mash w/ steamed Asian greens and lemon butter **G**
- Lamb Rump** w/ garlic & chive mashed potato, vegetables and a red wine jus
- Slow Roasted Sirloin** cooked medium, w/ sweet potato & bacon mash, shallots, spinach, vegetables and a peppercorn jus **G**
- Barramundi** oven baked on a bed of wilted baby spinach, slow oven roasted tomatoes, chat potatoes, vegetables and chive butter **G**
- Seeded Mustard Crusted Scotch Fillet** (250g) w/ a balsamic reduction, roasted chat potatoes, vegetables and a beef and red wine jus **G**
- Vegetarian Stack** of grilled eggplant, roasted tomato, wilted spinach, grilled zucchini, crumbled fetta and drizzled w/ Napolitano sauce **V**

## Desserts

- Baked Lemon Curd Tart** surrounded w/ raspberry coulis, cream and finished w/ a brandy snap wafer
- Sticky Date Pudding** topped w/ butterscotch sauce, chocolate shards and fresh cream
- Chocolate Mud Cake** w/ berry compote and Chantilly cream
- Apple Crumble** w/ Ice Cream
- Raspberry & White Chocolate Cheesecake** w/ Chantilly cream
- Flourless Hazelnut & Chocolate Cake** **G**

**Two Course - \$40.00 per person**

**Three Course - \$50.00 per person**

# BBQ Buffet Menu

\$37.50 per person (Minimum of 20 persons apply)  
Please note private function room hire is an additional cost.

## **-From the BBQ-** Please choose 3 of the following

Marinated chicken satays  
Local gourmet sausages – beef or pork  
Marinated beef rib fillet steaks (served medium)  
Chicken mingons  
Vegetable & haloumi cheese kebabs

## **-Served With-**

Sautéed onions and mushrooms with rosemary  
Corn on the cob w/ herb butter  
Oven baked jacket potatoes w/ sour cream and chives

## **-Side Selection-**

Mixed garden salad  
Potato salad  
Caesar Salad  
Chutneys, sauces and condiments  
A Selection of white & wholemeal loaves and dinner rolls w/ butter

## **-Dessert-**

Fresh fruit and cheese platter  
Pavlova with tropical fruits and cream  
Double chocolate cake w/ rich chocolate sauce

## **-Tea and Coffee Station-**



# Buffet Menu

\$44.00 per person (Minimum 20 pax)

## Cold Selection

Platter of assorted sliced meats including  
Champagne ham, Turkey breast, Corned Silverside and Roast beef  
Baker's basket of bread rolls

## Salad Selection

**Please choose three of the following**

Crisp Mixed Leaf Garden Salad  
Traditional Caesar Salad with croutons and Caesar dressing  
Mediterranean Pasta Salad with olives, pepperoni, sundried tomatoes and roasted peppers  
Creamy Potato and Bacon Salad with Dijonnaise dressing

## Vegetable Selection

**Please choose two of the following**

Fresh Steamed Seasonal Vegetables  
Oven Roasted Potato and Pumpkin  
Baked Cauliflower & Broccoli in a creamy white sauce topped with cheese & croutons

## Hot Selection

**Please choose three of the following**

Roast Beef Rump with seeded mustard  
Roast Pork with apple sauce  
Braised Beef in Red Wine sauce  
Pasta Penne with a creamy Chicken, Mushroom and Bacon sauce  
Tender Pork pieces in a Honey and Mustard cream sauce  
Herb crusted Barramundi pieces with béarnaise sauce

## Dessert Selection

**Please choose two of the following**

Mississippi Mud Cake  
Lemon Meringue  
Pavlova with Fresh Fruit Salad  
Apple Crumble with Warm Custard  
Raspberry & White Chocolate Cheesecake  
Selection of Cheeses with Dried Fruit  
Seasonal Fresh Fruit Platter

A selection of freshly brewed Coffee and selection of teas

# Carvery Buffet Menu

\$42.00 per person (Minimum 30 pax)

## **-Cold Selection-**

Crisp mixed leaf garden salad  
Rocket mango salad  
Platter of assorted sliced meats  
Baker's basket of bread rolls

## **-Hot Selection-**

### **Select three of the following**

Roast chicken marinated with rosemary and oregano  
Roast pork with crispy crackling  
Roast beef with seeded mustard and garlic crust  
Roasted turkey breast with stuffing

## **Served with**

Fresh Garlic & Herb Roasted potatoes  
Fresh Honey Roasted pumpkin  
Melange of steamed vegetables  
Demiglaze gravy/Apple Sauce/Mint Sauce/Cranberry Sauce

## **-Dessert Selection-**

### **Select two of the following**

Mississippi Mud Cake  
Lemon Meringue  
Pavlova with fresh Fruit Salad  
Apple Crumble with warm custard  
Raspberry & White Chocolate Cheesecake  
Selection of local cheeses with dried fruit  
Seasonal Fresh Fruit Platter

## **-Tea and Coffee Station-**

# Cocktail Menus

## Canapés

Your choice of 8 canapés from below @ \$27.00pp or 4 canapés @ \$16.00pp  
(1.5 pieces of each canapé per person)  
*Tray Service provided by Wait Staff*

### Cold Selection

Smoked salmon, crème fraiche and dill croutons  
Vegetarian Vietnamese rice paper rolls w/ lime chilli dip GF  
Seared beef, seeded mustard and cherry tomato on melba toast

### Hot Selection

Chicken dim sims w/ soya chilli sauce  
Flamed grilled meatballs w/ dipping sauce  
Mini sausage rolls w/ tomato dipping sauce  
Curried vegetable samosas V  
Satay chicken skewers w/ a peanut satay sauce  
Wonton baskets w/ Moroccan lamb and yoghurt  
Roasted vegetable frittata V & GF  
Salt and pepper squid w/ lemon and caper mayonnaise  
Beef satay w/ smoked BBQ sauce GF  
Beer battered flathead w/ tartare sauce  
Vegetarian spring rolls w/ soy dipping sauce V  
Chicken wing dings w/ sweet soy sauce

### Platter Options – (*Served on Cocktail Tables*)

#### **Crudities and Dip Platter - \$45.00**

Two Mediterranean dips, crudities, grilled lavish and Turkish bread  
(To cater for 20 people)

#### **Cheese, Kabana & Cracker Platter - \$50.00**

Brie and vintage cheddar, kabana & a selection of crackers  
(To cater for 20 people)

#### **Asian Platter - \$55.00**

Spring rolls, samosas, prawn crackers, steamed chicken dim sims served w/ soy and sweet chilli sauce  
(Approximately 40 pieces per platter)

#### **Cheese & Fruit Platter - \$65.00**

Selection of Three cheeses including; camembert, Edam and vintage cheddar served w/ Turkish bread, water crackers, grapes and dried fruit  
(To cater for 20 people)

#### **Antipasto Platter - \$96.00**

Grilled zucchini, marinated eggplant, mushrooms, artichokes, olives, fetta and sun dried tomato tapenade served w/ water crackers, grissini bread sticks and Turkish bread  
(To cater for 20 people)

#### **Mini Dessert Platter of Petit Fours - \$65.00**

Chef's Selection – 27 pieces per platter

#### **Seafood Platter - \$95.00**

Prawns, salt & pepper calamari & fish bites w/ dipping sauces