

The image shows the exterior of the Helensvale Tavern. The building has a dark blue facade with a prominent yellow sign above the entrance that reads "HELENSVALE TAVERN". To the left, there is an outdoor seating area with blue umbrellas and tables. The scene is surrounded by lush tropical vegetation, including palm trees and Bird of Paradise flowers. The sky is bright and clear.

**HELENSVALE TAVERN**

# FUNCTIONS AND EVENTS

## HELENSVALE TAVERN

8 SIR JOHN OVERALL DRIVE  
HELENSVALE QLD 4212

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# WELCOME TO HELENSVALE TAVERN

The Helensvale Tavern was opened by the Honourable John Szczerbank 29th September, 1990 and quickly became a meeting place for all locals.

The Tavern is a well presented, contemporary style venue. Internally the Tavern has a modern fitout with a single central bar service area servicing the bistro and sports bar. The kitchen is well located adjacent to the bistro. Renovations were undertaken in 2022 to refresh the furnishings and build a new function and event space. There is access to a drive through bottle shop and two designated smoking areas.

Our mission is to give our customers the ultimate convenience and we offer competitive prices and great service.

The top image shows the interior of Helensvale Tavern, a modern lounge with purple and blue lighting, people seated at tables, and a stage area in the background. The logo for Helensvale Tavern is overlaid on the top left of this image.

# HELNSVALE TAVERN

The Band Room has space to suit your event.

A private bar is available offering all your favourite RTD's and bottled beers.

## PRIVATE ROOM HIRE

LARGE RESERVATION 10pax +  
(semi-private) \$500 minimum spend

### SUNDAY - THURSDAY

\$1500 min. spend includes \$500 food and \$500 beverage

### FRIDAY - SATURDAY

\$2500 min. spend includes \$1000 food and \$500 beverage  
min 100 pax.

## VENUE FACILITIES

- Brick walls + high ceilings
- Carpeted floors
- Separate AV system
- Close to Public Transport and Secure Parking
- Private bar and separate entrance

CAPACITY - 400 COCKTAIL | 200 SEATED



# OTHER FUNCTION FACILITIES

## BISTRO BAR & DECK

For more intimate groups in a shared area or a roped off outdoor / indoor area we can cater to a variety of events.

We are unable to allow personal entertainment in this area but have venue music running throughout. Bar access and QR ordering is available.

CAPACITY - 100 COCKTAIL | 100 SEATED

## SPORTS REAR DINING

For larger group events in a semi-private area our rear dining section is bright and air with access to a pool table and smoking area. Personal entertainment is available on certain days as well as access to a microphone if required.

CAPACITY - 100 | 80 SEATED





# BEVERAGES

The Helensvale Tavern offers the option of a bar tab, beverage package or drinks on consumption for guests attending private functions.

Our friendly functions team are available to assist in selecting the best option for your upcoming event and include below information for your consideration.

## BEVERAGE PACKAGES

Beverage packages are offered in a range of duration and product offerings. Minimum spend and RSA conditions apply to the service of all beverage packages and our friendly functions team are here to assist with the suitability and selection of your preferred package.

## BAR TABS

Bar tabs are pre-set amounts for beverage consumption of guests on the evening and can be increased in monetary amounts if necessary throughout the event. Hosts are welcome to select any combination of beer, wine, spirits or cocktail options available to guests on a bar tab basis. Beverage availability and price lists can be provided on request. Minimum spend requirements apply.

## CASH BAR

Drinks on consumption basis is available for hosts requesting guests purchase drinks on a cash bar basis throughout the event. Standard and premium offerings can be made available for guests purchase on upon request of our Beverage availability. Minimum spend requirements apply.

## BASIC BEVERAGE PACKAGE

2 hours \$40.00 per person

3 hours \$50.00 per person

- Soft drinks and juice
- Bottled Beer XXXX Gold, Stella, Great Northern Super Crisp, SOL
- Sparkling Angus Brut Premium Cuvee, SA
- White Wine Oxford Sauvignon Blanc, Waikerie, SA
- Red Wine Oxford Shiraz, Waikerie, SA

\*Some products may be replaced based on availability



# Corporate Packages

## HIRE OPTIONS

**\$200**

HALF DAY / UP TO 4 HOURS

**\$450**

FULL DAY / UP TO 8 HOURS

Our function room offers the perfect space for your next meeting.  
Full and half day room hire available.

### Room Hire Includes:

- WIFI
- Whiteboard
- 75" smart TV
- Notepads & pens
- Water station
- Tea & coffee station
- Morning / afternoon tea - chef's selection of bakery items



# Function Platters

- 10 PAX -

## **PARTY PASTRY - \$130** **(100pcs)**

Party pies  
Sausage rolls  
Mini Hot Dogs  
Chicken Nuggets  
Served with tomato and BBQ sauce

## **ASIAN - \$130** **(100pcs)**

Mini dim Sims  
Cocktail samosa  
Spring rolls  
Money bags  
Wontons served with soy, ginger  
and sweet chilli dipping sauce

## **GARDEN PLATTER - \$150**

Vegetable spring rolls  
Mushroom vol au vent  
Feta and pumpkin arancini balls  
Zucchini bruschetta bites

## **GRAZING PLATTER - \$200**

Selection of hard & soft cheese  
Selection of fresh seasonal fruit  
Combination of chargrilled & pickled vege  
Sliced gourmet meats & sausages  
Water crackers  
Grissini sticks

## **HOT SEAFOOD - \$250** **(100pcs)**

Prawn Twisters  
Crumbed scallops  
Tempura Whiting bites  
Salt and pepper calamari  
Beer battered chips  
served with lemon and tartare sauce

## **SANDWICH- \$130** **(20 serves)**

## **WRAPS - \$150** **(20 serves)**

Assorted sandwiches or wraps

## **PREMIUM SEAFOOD PLATTER - \$300** **(80pcs)**

Fresh prawns  
Natural & Kilpatrick oysters  
Chilli Mussels  
Battered fish  
Prawn twisters  
Salt & Pepper calamari  
Served with cocktail sauce, lemon and tartare

## **DESSERT PLATTER - \$120** **(30pcs)**

Assorted desserts (x3 varieties)



# Canapés

## PACKAGE

1

Choose  
6 Party Favourites

**\$22**  
per person

## PACKAGE

2

Choose  
4 Party Favourites  
2 Our Favourites

**\$28**  
per person

## PACKAGE

3

Choose  
3 Party Favourites  
3 Our Favourites  
2 Something Specials

**\$30**  
per person

### PARTY FAVOURITES

- Spring Rolls
- Samosa
- Prawn Twisters
- Gourmet Pies
- Gourmet Sausage Rolls
- Chicken Skewers
- Chicken Wings w/sauce
- Ricotta & Spinach Filo

### OUR FAVOURITES

- Mozzarella Sticks w/sauce
- Mini Hot Dogs
- Pulled Pork Sliders
- Southern Chicken Sliders
- Vegetable Sliders
- S & P Dusted Calamari

### SOMETHING SPECIAL

- Stuffed Jalapeno Poppers
- Arancini Balls
- Empanadas
- BBQ Pork Buns
- Thai Beef Noodle Salad
- Chicken, Basil & Penne Salad



# Buffet Selection

- 10 PAX MINIMUM -

## SEAFOOD BUFFET

**\$115 per person**

Bread Rolls

Chicken and Mango with Cashew Nut  
Roast Pumpkin & Rocket Salad  
Chicken Maryland

Fresh Atlantic Salmon, salsa verde  
Local King Prawns, cocktail sauce  
Fresh Natural Oysters, fresh lemon  
Moreton Bay Bugs

All served with Roasted Garlic & Thyme Potatoes  
Honey Roasted Pumpkin  
Medley of Seasonal Buttered Vegetables

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## BBQ BUFFET

**\$50 per person**

Bread Rolls  
Caesar Salad  
Garden Salad  
Potato Salad  
Minute Steak

Marinated Chicken Skewers  
Sauteéd Mushrooms and Onions

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## ROAST BUFFET

**\$50 per person**

Bread Rolls  
Caesar Salad  
Garden Salad

Roast Potato and Pumpkin  
Roast Vegetables  
Seeded Mustard Roast Beef  
Roast Pork with Apple Sauce  
Chicken Maryland



# Set Menu

**2 – COURSE \$30**

**3 – COURSE \$40**

## ENTRÉE ~ CHOOSE 2

Bruschetta  
Spring Rolls  
Calamari

## MAIN ~ CHOOSE 3

Crispy Skinned Salmon served with mash and veg  
Oven Baked Chicken Breast served with mash and veg  
Lamb Shanks served with mash  
Grilled Barramundi served with mash and veg  
Chicken Schnitzel served with mash, veg and gravy  
All main meals are GF

## DESSERT ~ CHOOSE 1

Mini Pavlova served with berry coulis and cream  
Sticky Date Pudding served with custard and ice cream

# FUNCTIONS & EVENTS TERMS & CONDITIONS

## 1. BOOKINGS & DEPOSIT

All tentative dates not confirmed within 14 days will be made available for alternative bookings. To confirm your booking, a refundable deposit of \$200 is required within 14 days. This deposit will be refunded 2-3 working days after the completion of the function upon Management's satisfactory approval. Any damage incurred to the venue will result in a loss of deposit. Upon payment of your deposit, you are here-by agreeing to the terms and conditions listed within this document for your event at Helensvale Tavern.

## 2. FINAL NUMBERS

Final numbers and menu selection must be confirmed at least 14 days prior to your function.

## 3. MINIMUM SPEND

The minimum spend amount is outlined in the descriptions of each space available for booking. Minimum spend may increase during peak periods. In the event minimum spend is not achieved, the balance between the minimum spend and the actual spend will be kept by the Venue.

## 4. PAYMENT

Payment for the function must be settled 14 business days prior to the function date. Helensvale Tavern accepts payment by cash, Visa, and MasterCard. With prior arrangement, we can accept payment by direct debit or company cheques; however no personal cheques will be accepted.

## 5. CAKE

You are welcome to bring a cake and store it on the day in our fridge. No cake charge applies, however, a \$2.50 per person cakeage fee applies if anything extra is required regarding the management of cakes. No other food or beverages are to be brought into the hotel without prior approval.

## 6. RESPONSIBILITY

Upon booking confirmation and deposit payment, you accept financial responsibility for any damage or breakage incurred as a result of yourself and your guests. This includes damage to the hotel itself or equipment hired on your behalf. Helensvale Tavern will not accept responsibility for loss or damage to personal property left within the Hotel during or after the function.

## 7. CANCELLATION

In the event that a confirmed booking is cancelled with less than one months' notice the deposit is non-refundable. If a confirmed booking is cancelled with greater than one months' notice a full refund of the deposit will be provided.

## 8. DECORATIONS

The room decorations are entirely up to you, aside from a few simple rules. No decorations are to be applied to any wall without prior approval from management. No confetti or table scatterings are allowed. Helensvale Tavern must be notified in advance of any displays, set- ups, signage, and decorations.

## 9. BUMP IN / BUMP OUT

For Venue bookings, the space will be available 30 minutes either side of the start and finish time; if you require deliveries to occur outside of these times please advise us prior to your event.

For Band Room bookings, the space will be available to you the morning of your event. If either space is available the night prior to your event, you are welcome to set up in advance with the approval of management. We have limited storage on site, however if you do require to store any items overnight for collection the following day this can be arranged.

Please note, items stored are done so at your own risk; Helensvale Tavern accepts no liability for loss or damage of property.

## 10. ENTERTAINMENT/PHOTOGRAPHY

The Band Room has a sound system; you can play your own music via a smart device throughout the course of your function at no cost. Alternatively, you may wish to hire a DJ or musician which we are able to assist you with at an additional cost. Approval must be given by Helensvale Tavern for all entertainment. If you are seeking entertainment of an adult nature, this must be approved in writing by Helensvale Tavern Management, and we do reserve the right to refuse any entertainment that we deem to be inappropriate.

## 11. PERSON UNDER 18 YEARS OF AGE / IDENTIFICATION / RESPONSIBLE SERVICE OF ALCOHOL

Guests under the age of 18 are permitted to be on the Hotel premises when in the company of a parent or guardian but must vacate by 10pm. Organisers of the function will be held responsible for all guests under 18 years. Liquor must not under any circumstances be supplied to a minor. Staff will refuse to serve alcohol to any guests unable to show suitable proof of age identification e.g. – Proof of age card, Driver's License or Passport.

Helensvale Tavern is licensed until 2am Monday-Sunday, however closing time is at the discretion of the manager on duty.

## 12. CONDITIONS FOR 18ths, 21st BIRTHDAY PARTIES, WEEKEND EVENTS, AND EVENTS OVER 100PAX

Up to 100ppl – Security guard @ \$50 per hour (min 4hrs)  
Over 100ppl – 2 Security guards @ \$50 per hour (min 4hrs)  
For ticketed events Security guards will be required to monitor internal doors payment for Security is required in full 14 days prior to event.

.....  
Please sign below to acknowledge that you agree to abide by these terms and conditions of the Helensvale Tavern.

SIGN:.....

DATE: / /

# CREDIT AUTHORISATION



## Credit Card Authorisation Form

Please complete all fields. You may cancel this authorisation at any time by contacting us.  
This authorisation will remain in effect until cancelled.

Credit Card Information			
Card Type:	<input type="checkbox"/> Mastercard	<input type="checkbox"/> VISA	<input type="checkbox"/> Discover <input type="checkbox"/> AMEX
	<input type="checkbox"/> Other _____		
Cardholder Name (as shown on card): _____			
Card Number: _____			
Expiration Date (mm/yy): _____			
Cardholder ZIP Code (from credit card billing address): _____			

I, \_\_\_\_\_, authorise \_\_\_\_\_ to charge my credit card above for agreed upon purchases. I understand that my information will be saved to file for future transactions on my account.

### FAQ:

**Am I legally obligated to use credit card authorisation forms?**

Credit card authorisation forms are a best practice for merchants. They should be used whenever you take a payment by credit card and the card isn't present.

**Why doesn't this credit card authorisation form have a space for CVV?**

It's a violation of PCI standards to record a customer's CVV, which is why there isn't a space for it. Whenever a payment is necessary the CVV number will be requested from the customer

**Why do I need to fill this in?**

Due to ongoing costs and some payments that need to be made following an event, a card is required to be on file as insurance for the venue against damages or additional expenses. No charges will be made without prior notification to the customer.