



FUNCTIONS & EVENTS

Make it an occasion to remember at
Telegraph Hotel in iconic
Pakington Street, Geelong.



The perfect place to meet



STYLISH CELEBRATIONS

Telegraph Hotel has long been a local favourite for celebrating with friends and family over great food and drinks in a fantastic location.

We pride ourselves on exceptional service and a warm and friendly atmosphere so everyone enjoys themselves at your special event.

Choose from eight spaces that can accommodate seated or standing functions and transformed to suit your needs. We have intimate spaces, large function rooms, fireside spots, courtyards and a rooftop terrace so you can style your event to suit any size or season.

We'll work with you to design your desired function aesthetic, while our kitchen can cater for all the dietary needs of your guests.

A minimum spend applies to all function and event packages. Please note, our upstairs function areas have a lift for disabled access.



THE LOUNGE

Our stylish lounge on the ground floor is a bright, light and contemporary space. Looking out onto Geelong city, it is ideal for seated functions or cocktail soirees. A favourite for birthdays, parties and corporate functions, it can be styled and arranged to suit your event aesthetic.



60 people seated, 80 people cocktail/standing



Canapes, seated, grazing and dessert tables



On consumption, bar tab, drink packages or guests can purchase their own



Talk to us about music options

ADD The Bridge Room for 100 seated or 120 standing

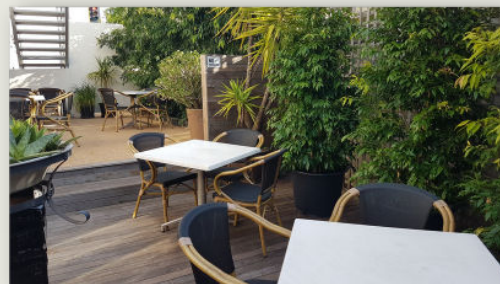
ADD The Courtyard for extra 20-30 people or pre-dinner drinks/break out area with retractable sunshade, weather dependent.





THE BRIDGE ROOM

An intimate, private and contemporary space located on the ground floor and catering for a wide range of occasions. This space also offers access to the adjoining courtyard for pre-drinks and seasonal celebrations.



30 people seated, 50 people cocktail/standing



Canapes, seated, grazing and dessert tables



On consumption, bar tab, drinks packages or guests can purchase their own



Talk to us about music options



ADD The Courtyard for an extra 20-30 people or pre-dinner drinks/break out area with retractable sunshade, weather dependent.



MAIN BAR

Set next to our large and inviting bar with seated or standing space, this is a relaxed and social area that is ideal for parties, birthdays or large family gatherings.



30 people seated, 80 people cocktail/standing



Canapes, seated, grazing and dessert tables



On consumption, bar tab, drink packages or guests can purchase their own



Access to music systems and televisions

ADD Southside area to cater up to 100 people





SOUTHSIDE

An intimate space that is ideal for smaller groups, our South Side room is a semi-private area offering easy access to the main bar.



30 people seated, 30-35 people cocktail/standing



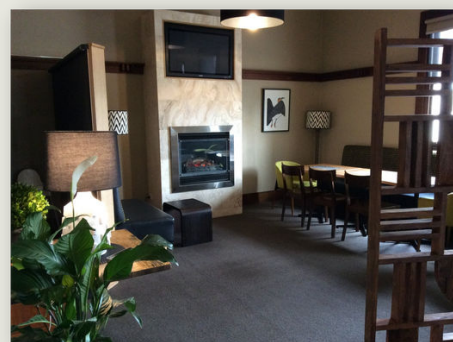
Canapes, seated, grazing and dessert tables



On consumption, bar tab, drink packages or guests can purchase their own



Talk to us about music options





ALFRESCO

Looking out onto our Rooftop terrace, our upstairs alfresco has a chic and contemporary look. This space is perfect for a sophisticated cocktail event or seated functions including celebrations, lunches or sit down occasions. It can be set with separate tables or one long table. You can also add the rooftop terrace so guests can mingle outside and look over the city.



32 people seated, 30-45 people cocktail/standing



Canapes, seated, grazing and dessert tables



On consumption, bar tab, bar packages or guests can purchase their own



Talk to us about music options



Accessible upstairs via lift



ADD sections of the Rooftop Terrace to add an extra
20 - 40 people



ROOFTOP TERRACE

Upstairs on our rooftop terrace, enjoy the 180 degree view across Geelong and Corio Bay. An all-weather area with retractable roof divided over three glassed-in and open areas, this is fun space suited to a range of occasions.



80 people seated, 120 people cocktail/standing



Canapes, grazing and dessert tables



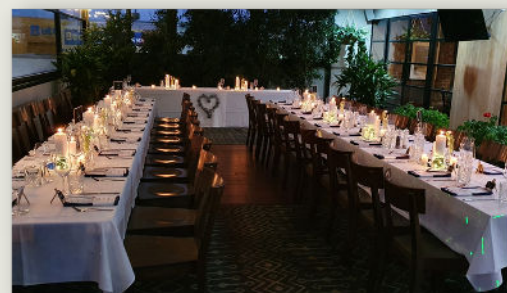
On consumption, bar tab, drink packages or guests can purchase their own



Large screen TV on terrace. Talk to us about music options.



Accessible upstairs via lift





GRAND ROOM

For your large formal and significant events, you'll love the atmosphere of our upstairs Grand Room. A generous space combining the Alfresco and Rooftop Terrace, it also offers access to the main upstairs bar. We can work with you to style your wedding, engagement, anniversary or other special event to suit every taste.



140 people seated, 200 people cocktail/standing



Canapes, seated, grazing and dessert tables



On consumption, bar tab, drink packages or guests can purchase their own



Access to our music system, microphones and two TVs



Accessible upstairs via lift





PRIVATE DINING ROOM

Our upstairs private dining room is ideal for closed-off functions such as corporate lunches and events, or for a more intimate occasions. There is AV equipment available for special presentations.



20 people seated, 30 cocktail/standing



Bespoke menu available or canapes, grazing and dessert tables



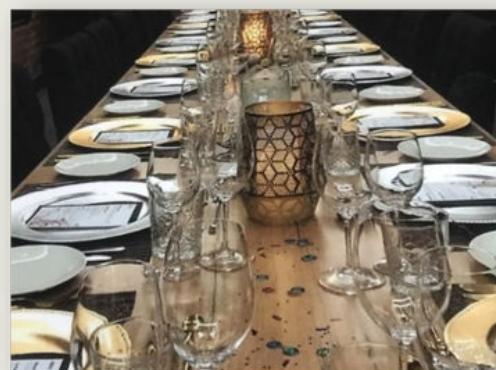
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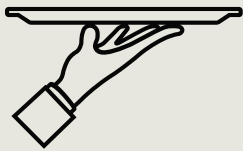


Access to music system, microphones, TV and AV presentation equipment



Accessible upstairs via lift





CANAPE MENU

GRAZING BOARD ON ARRIVAL

Assorted cold cuts of meat, chef's cheese selection, olives, roasted & grilled vegetables, fruits, chocolates, nuts, crackers and breads – gluten free option available

COLD

Oyster natural or cucumber mignonette
Potato rosti, beetroot hummus, goat's feta
Smoked salmon on mini toast, dill crème fraîche
Mini bruschetta, whipped feta, tomato & basil
Prosciutto, buffalo mozzarella, vincotto on fresh baguette
Rare beef, cassava crackers, watercress, horse radish cream

HOT

Lamb potato & rosemary pie
House made Pork and fennel sausage rolls, homemade relish
Potato, leek and gruyere croquettes with romesco sauce
Zucchini and sweet corn fritters with coconut mint yoghurt
Lemongrass chicken with peanut sambal
Sweet potato sliders, apple chutney

SUBSTANTIAL

Wagyu cheeseburger, truffle aioli
Golden fried fish and chips
Thai green chicken curry or vegetable curry with fragrant jasmine rice
Brisket slider, pickled cucumber, chipotle mayo
House made potato gnocchi, burnt butter, peas & sage
Telegraph nasi goreng

DESSERT

Assorted Petit fours

Combination Choices

2+1 = 2 hot/cold & 1 substantial
4+1 = 4 hot/cold & 1 substantial
4+2 = 4 hot/cold & 2 substantial

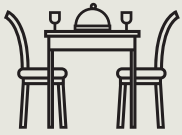
From the above options we can tailor a canape package to suite your event requirements or design your own menu

ALL CANAPES ARE MADE IN-HOUSE
MENU SUBJECT TO CHANGE

DIETARY REQUIREMENTS FOR ALL MENUS

(GFO) can be made gluten free (DFO) can be made dairy free (VO) can be made vegetarian
(VGO) can be made vegan

Many items can be amended to cater for guests with allergies, please discuss your requirements with your waiter. Whilst the Telegraph Hotel makes every effort to accommodate dietary requirements and allergies, we cannot guarantee an allergy free environment.



SIT DOWN MENU

2 COURSE 3 COURSE
Choose 2 from each course.

ENTRÉES

Cardamom cured salmon, wasabi & lime mayo, edamame beans & micro coriander GF

Heirloom tomato, Meredith goat's feta, fig & black pepper stick V

Hoisin and ginger glazed pork belly with Asian slaw

Miso honey glazed prawns, pickled daikon and carrots, Thai basil, betel leaf (cold)

Chermoula chicken, charred corn, rocket & shaved grana padano GF

MAINS

Fennel salted eye fillet, speck & baby carrots, wasabi hummus, pangrattato, fresh herb GF

Harissa spiced chicken breast, pearl cous cous, turmeric cauliflower, sumac yoghurt \GF

Boned and rolled chicken, sundried tomato, ricotta, crispy sage, truffle mash & jus gras GF

16 hr slow cooked lamb shoulder, carrot & cumin puree, mustard roasted potatoes, candied carrots & pistachio GF NF

Pan roasted Barramundi, curried le Puy lentils, pickled red onion, roasted baby beets, crème fraîche & red sorrel GF

Crispy skin salmon, pumpkin vanilla puree, charred broccolini & blistered cherry tomato GF

Middle Eastern spiced cauliflower, ancient grain salad, Danish feta, crispy kale, pomegranate & lemon yoghurt V

DESSERT

Rose water panna cotta, candied orange & Persian fairy floss

Dark chocolate tart with blood orange sorbet

Blueberry poached pears with butter cookies & cream Chantilly

Assorted Petit Fours

Cheese Selection – 3 Varieties, condiments, crackers, fruit, bread

MENU SUBJECT TO CHANGE



TASTES OF THE TELEGRAPH

GROUP MENU 1

STARTER

Sourdough bread with olive oil, balsamic(DFO,VGO,VO)

Individual choice of main course

MAIN COURSE

POTATO GNOCCHI

blue cheese fondue, apple, walnut, rocket and shaved grana padano

GOLDEN FRIED MARKET FISH

fresh market fish, asian slaw, dill mayo, fries (GFO, DFO)

TELEGRAPH NASI GORENG

prawns, chicken, omelette, bean shoots, coriander, cassava cracker
(GFO, DFO, VO, VGO)

CHICKEN SCALLOPINI

creamy green peppercorn & mustard sauce, smashed chats, bacon, buttered beans
(GFO)

CRISPY PORK BELLY SALAD

hoisin and ginger glazed pork belly, asian herbs, wombok, chilli caramel dressing
(GFO,DFO)

PUMPKIN SALAD

roasted pumpkin, radicchio rocket, candied walnuts, fetta, honey mustard dressing
(GFO, VO, VGO, DFO)
add grilled chicken (GFO, DFO)

HOUSEMADE CHICKEN SCHNITZEL

rocket, apple, parmesan salad, with fries (GFO)

HOUSEMADE CHICKEN PARMAGIANA

crumbed breast, smoked ham, napoli sauce, rocket, apple, parmesan salad
with fries (GFO)

ADD \$10 PER PERSON

300GM REDGUM PORTERHOUSE STEAK

Cabbage, apple, mint and pea salad, chips GFO
choice of sauce mushroom, green peppercorn or red wine jus (gfo dfo)

DESSERT

Assorted Petit Fours shared to table add \$10pp

Individual choice of dessert or Espresso Martini \$15 pp

MENU SUBJECT TO CHANGE



TASTES OF THE TELEGRAPH

GROUP MENU 2

STARTER

Grazing plate on arrival
Selection of cured meats, smoked cheddar, pickled cucumber, olives bread,
crackers, grapes, dried fruit, chocolate (GFO)
Individual choice of main course

MAIN COURSE

TELEGRAPH NASI GORENG

prawns, chicken, omelette, bean shoots, coriander, cassava cracker
(GFO, DFO, VO, VGO)

CHICKEN SCALLOPINI

creamy green peppercorn & mustard sauce, smashed chats, bacon, buttered beans
(GFO)

CRISPY PORK BELLY SALAD

hoisin and ginger glazed pork belly, asian herbs, wombok, chilli caramel dressing
(GFO, DFO)

PUMPKIN SALAD

roasted pumpkin, radicchio rocket, candied walnuts, fetta, honey mustard dressing
(GFO, VO, VGO, DFO)
add grilled chicken (GFO, DFO)

ATLANTIC SALMON

mild red chilli jam, coconut, kaffir lime, peanuts, Asian herb salad
(GFO, DFO)

HOUSEMADE CHICKEN SCHNITZEL

rocket, apple, parmesan salad, with fries (GFO)

HOUSEMADE CHICKEN PARMAGIANA

crumbed breast, smoked ham, napoli sauce, rocket, apple, parmesan salad
with fries (GFO)

ROAST PORK BELLY

parsnip and apple puree, pickled zucchini grilled endive and roast potato (GFO)

BRAISED BEEF WHOLE SHORT RIBS (2)

chinese 5 spice, apple, chives and pickled chilli salad. (gfo, dfo)

ADD \$10 PER PERSON

300GM REDGUM PORTERHOUSE STEAK

Cabbage, apple, mint and pea salad, chips GFO
choice of sauce mushroom, green peppercorn or red wine jus (gfo dfo)

DESSERT

Assorted dessert petit fours shared to table add \$10pp
Individual choice of dessert or Espresso Martini \$15 pp

MENU SUBJECT TO CHANGE



DRINKS PACKAGES

Optional beverage package to complement your event as a hassle-free inclusion to ensure you and your guests have an enjoyable time.

Or you can choose to run a bar tab and choose individually for your guests.

STANDARD PACKAGE

3 HOURS -PER PERSON \$50

4 HOURS - PER PERSON \$60

Choice of all tap beers including craft beer

Tap cider, ginger beer

House red, white, sparkling, moscato

Soft drink & juice

PREMIUM PACKAGE

3 HOURS - PER PERSON \$55

4 HOURS - PER PERSON \$65

Choice of all tap beers including craft beer

Tap cider, ginger beer

Premium red, white, sparkling, rosé, moscato

Soft drink & juice

ULTIMATE PACKAGE

3 HOURS - PER PERSON \$70

4 HOURS - PER PERSON \$80

Choice of all tap beers including craft beer

Tap cider, ginger beer

Premium red, white, sparkling, rosé, moscato

House spirits

Soft drink & juice

ARRIVAL COCKTAILS

Arrival cocktails start from \$16 per person

To get your event started, we also offer cocktails on arrival. We have a range of cocktails available, but if you have a particular beverage in mind please share it with your function coordinator to see if it can be arranged.

PREMIUM WINES

Choose your varieties from our Premium List

BAR TABS

Bar tabs are a popular option to provide drinks for your guests, whilst having flexibility in the selection of drinks included and the monetary limit.

Our bar staff will monitor the spend throughout the night, and notify you once the limit is reached. However, you are more than welcome to increase the limit as you please. Bar tab details can be organised prior to your function and can be paid both beforehand and on the day.



ENTERTAINMENT & STYLING

We're here to make sure your occasion is a special one, so ask us about our entertainment and event styling options.



PHOTOGRAPHER

We have preferred and trusted photographers that we can recommend. Enquire for details and prices. Images are delivered after the event.



PREMIUM DJ PACKAGE

If you'd like music arranged, we can book a DJ including your choice of music. Ask your functions coordinator for options.



BALLOONS & PROPS

We have good existing relationships with party suppliers and can help you arrange whatever decorations you need. Ask your functions coordinator for decorating options and prices.



EVENT STATIONERY & SIGNAGE

For that extra special touch and event personalisation, ask us about stationery including place-names and signage included in your package.



FLORIST

We have a preferred supplier who understands the venue well so we are happy to offer their details.



WEDDING CAKE

We have preferred supplier who does beautiful cakes. Please ask us for their details.

FUNCTIONS INFORMATION

- **Do you cater for all dietary requirements?**
We can cater for a wide range of requirements including vegetarian, vegan, gluten-free, dairy-free and other intolerances and allergies. Just advise your functions coordinator.
Dietary requirements for all menus
(GFO) can be made gluten free (DFO) can be made dairy free (VO) can be made vegetarian (VGO) can be made vegan
Many items can be amended to cater for guests with allergies, please discuss your requirements with your function coordinator.
Whilst the Telegraph Hotel makes every effort to accommodate dietary requirements and allergies, we cannot guarantee an allergy free environment.
- **Can I decorate my own function room?**
You are welcome to bring in decorations such as banners, balloons, streamers signage and photo boards. Just talk to your functions coordinator about room access. Unfortunately we do not allow existing hotel paintings and fixtures to be removed.
- **Can I bring my own cake?**
You are welcome to bring in a celebratory cake or specially designed wedding cake for a cakeage fee of \$3.50 per person including presentation, berries, cream and plates.
- **Am I allowed to bring in my own drinks?**
We are a fully licensed venue and have every drink covered including wine, beer, spirits, cocktails and more, so we do not allow outside beverages.
- **What does my minimum spend include?**
Your minimum spend is the amount you are contracted to spend on your function across food and beverages. This needs to be paid 10 days prior to event date.
- **Can I bring my own food?**
We can cater for all of your food requirements so if you have something in mind, please ask. We do not allow outside food to be brought in to the hotel.
- **Can I bring my own music?**
Some of our function areas allow you to play your own music through dedicated sound systems, so ask your functions coordinator what area may be best.

TERMS & CONDITIONS

Telegraph Hotel wants your function to run as smoothly as possible, so we have a number of terms and conditions that we need you to agree to as part of your package.

● **CONFIRMATION & DEPOSIT**

We are able to hold a tentative date for 7 days. If payment and confirmation is not received after this time, the date will be released. Once payment has been received in full, you are agreeing to our function information and terms and conditions.

● **MINIMUM SPEND**

If a minimum spend applies to your function space this amount will need to be spent or any shortfall will be charged as a room hire fee.

● **CANCELLATION POLICY**

We require 30 days notice for cancellation for a 100% deposit refund. Between 29 days and 15 days notice will be given a 50% refund. Between 14 days and 7 days is no refund.

● **DAMAGE TO VENUE**

Any damage sustained to the venue by guests, bands or DJs will be deemed the responsibility of the function host who will be financially liable for repairs. We do not accept any liability for damage or loss to guests property. Credit card details are held in the instance of damage incurred.

● **THEMING**

We encourage any decorations and balloons for private functions. Any additional equipment such as furniture or props other than those currently in the venue must be confirmed with your functions coordinator prior to the setup of the function. Any extra sourcing or setting up and dismantling must be arranged at suitable times.

● **15% PUBLIC HOLIDAY SURCHARGE**

If you would like to have your event on a public holiday, you will be charged 15% public holiday surcharge to your total function package fee.

BOOKING AGREEMENT

TO BE COMPLETED AND A COPY RETURNED

NAME

DATE OF FUNCTION

CONTACT NUMBER

EMAIL ADDRESS:

I, (PRINT NAME) have read and agree to the terms and conditions stated in this document.

SIGNATURE.....

DATE

CREDIT CARD NUMBER.....

EXPIRY..... CCV.....

