



**1<sup>st</sup> July 2013 - 31<sup>st</sup> June 2014**

**Thank you for considering Pod Food to host your cocktail reception**

Nestled in a unique position amongst the beautiful established gardens of Pialligo plant farm, the quaint character filled, fully restored 1930's cottage offers a unique venue close to the Canberra CBD. The Venue is only minutes from Canberra International Airport as well as the boutique shopping precincts of Kingston and Manuka and has ample parking. Owner and chef John Leverink leads a dynamic, creative kitchen and restaurant team perfect for a special birthday or engagement event.

The well established grounds of Pod Food are divided into three well lit areas: the cottage (60), the deck (40), the garden terrace (40) with up to a maximum of 100 guests at any one time. These north facing areas are sunny in winter and shaded in summer, making this boutique and modern venue the perfect location for your next event.

## Cocktail Menu

Please choose from the menu attached (minimum charge 40 people)

2 hour function (8 selections) \$32 per person

3 hour function (10 selections) \$48 per person

Chicken liver parfait, prunes, aioli	Ocean trout gravlax, ruby grapefruit, avocado
Spiced lamb, cous cous, labnah	Mussel, tomato, chilli broth
Filo tartlet, fromage blanc, pumpkin, pinenuts	Asparagus & Manchego mini quiche
Pulled pork, cauliflower, pickles	Persian fetta, basil, tomato puffs
Chorizo, dauphine	Beef tartare, sourdough, cornichon
Oyster, green olive, apple, chive, celery jelly	Swordfish ceviche, coriander, chilli
South coast oysters ponzu	Tempura prawns, soy, sesame
South coast oysters finger lime, fennel	Mushroom cappuccino, porcini
	Prawn and chicken rice paper roll

## Cocktail Menu upgrade options

Small bowls; one choice \$5.0pp; two choices \$8.0pp (a more substantial offering)

### Small bowls

Beef madras, tomato, spiced rice pilaf

Confit pork belly, carrot puree, balsamic

Ricotta and potato gnocchi, pumpkin & goats cheese

Sri lankan chicken curry, aromatic rice

### Dessert canapés

#### Dessert canapés; two choices \$3.0pp

White chocolate mousse, meringue, berries

Bay leaf crème brulee, pineapple, hazelnut, coconut

Cinnamon and apple crumble, vanilla cream

### **Beverage package**

2 hour package \$29.0pp

3 hour package \$34.0pp

4 hour package \$40.0pp

Imported beers, light beer, Pod house wines, orange juice, sparkling mineral water

### **Consumption Packages**

Select beverages from our wine list

Consumption packages are inclusive of a two hour venue hire. For every hour after conclusion of package a \$150 venue charge is applied.

### **Beverage upgrade options**

Select 2 boutique beers from our wine list to add to your beverage package \$11.0pp

Wine upgrades; choose to upgrade to any wine from our list. The price difference between the package wine and selected wine is charged for each bottle opened

### **No BYO**

### **Terms and Conditions**

Please read the following and contact us should you have any questions.

### **Booking and Confirmation**

To secure your reservation a Booking and Confirmation Form is to be completed and a \$250 deposit taken. Booking confirmations are to be returned to us 7 days after your booking request. Reservations will not be confirmed until your Booking and Confirmation Form has been signed and returned. Confirmation of the total number of guests must be made 48 hours before your reservation. Functions will be charged on the final number of confirmed guests. For events booking the whole venue a deposit of 15% is to be paid within 7 days of booking confirmation. The total account is to be paid in full at the completion of the event. Final arrangements for menu and beverage selections should be made two weeks prior to the function.

### **Payment**

10% Sunday and public holiday surcharges apply to cover incurred penalty rate costs.

The total account is to be paid in full at the completion of your meal. We accept all major credit cards and cash. We regret that we cannot accept cheques. Only one account will be issued for your reservation. Split accounts will not be provided. All rates include taxes.

### **Cakes**

Cakeage (BYO cake) @ \$3.50 per person.

Cakes are presented to the table then served individually plated with whipped cream and seasonal fruit. Cakes presented to Pod Food will be tested at arrival for correct temperature; cakes failing this test will not be served due to Podfood's health and safety regulations.

### **Hiring of Equipment / Extra Requirements**

We can gladly assist you in organising audio visual equipment, staging, floral arrangements and decorations for your event. Please contact us for a quote tailored to your requirements.

### **Venue Hire**

Pod Food does not charge separate venue hire fees. All venue costs incurred are calculated into our food and beverage packages. Pod Food does however attract minimum charges if you would like to have exclusive use of the venue. Our minimum charges are as follows;

Saturday Lunch	\$3500	Sunday Lunch	\$4500
Saturday Dinner	\$3200	Sunday Dinner	\$2800

Please contact Pod Food staff for any queries about this as well as minimum charges for the remainder of the week.

### **Cancellations**

Cancellations must be made in writing via fax or email.

Cancellations made within 48 hours prior to the commencement of the reservation will incur a 50% charge of the cost of the menu chosen for the confirmed number of guests.

Cancellations made more than 48 hours up to 31 days prior to the commencement of the reservation will incur a fee anywhere between the \$250 deposit up to 50% of the cost of the menu for the event. Management will determine this charge based on ability to rebook the venue.

Cancellations made more than 31 days in advance of the commencement of the reservation will receive a full refund.

### **Guest Responsibilities**

Guests are expected to conduct their function in a legal and respectable manner and are responsible for the conduct of their invited guests. The host of the function will be charged for any damages that may be incurred to the restaurant, the property or its staff. Please note that in line with the Australian Legislation relating to Responsible Service of Alcohol, Pod Food staff and Management reserve the right to terminate a function, refuse service to any guest deemed intoxicated or take responsible action to assist any intoxicated guest from the premises. Smoking is only permitted in the car park; all cigarette butts must be disposed of thoughtfully. The client is responsible for delivery and collection of any external props and equipment.

## **Confirmation Form**

Reservations must be made prior to confirmation

Date and Time of Event: \_\_\_\_\_

Estimated Number of Guests: \_\_\_\_\_

Function Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Host Present at Function: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

Nature of Event: \_\_\_\_\_

Area booked: Exclusive Venue / Cottage / Deck / Garden terrace

**To secure your reservation a \$250 deposit is required. The deposit can be paid in person at the restaurant or via one of the means below.**

**Credit Card:** In order to secure my reservation I authorise Pod Food to charge my credit card for a \$250 deposit.

Name of credit card holder: \_\_\_\_\_

Credit card number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Type of credit card: Amex / Visa / MasterCard / Diners

Expiry date: \_\_\_\_/\_\_\_\_

Signature of credit card holder: \_\_\_\_\_

Date: \_\_\_\_\_

**Direct Deposit:** Appellation Concepts Pty Ltd BSB: 062 900 A/C no. 10684109  
Please use name and date of the function as reference for the \$250.0 deposit.

**Special reservation requests and dietary requirements:**

\_\_\_\_\_  
\_\_\_\_\_

**My signature below confirms that I have read and understood the terms and conditions stated previously**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office use only** Deposit amount \$..... Date ...../...../.....

Credit card / EFT / Direct Deposit / Cash

Staff member: \_\_\_\_\_