



SARACENS HEAD HOTEL

EVENTS PACK 2023

CELEBRATIONS | BIRTHDAYS
CORPORATE | ENGAGEMENTS

FUNCTIONS@SARACENSHEADHOTEL.COM.AU



WELCOME TO THE SARACENS HEAD

AN ICONIC VENUE THAT DATES BACK TO 1873, OUR REFURBISHED PUB PROUDLY OCCUPIES A PROMINENT CORNER OF CARRINGTON STREET AND MOORE STREET.

OUR MENU IS INSPIRED BY LOCALLY SOURCED PRODUCE, PAIRED ALONGSIDE THE BEST LOCAL WINES, GROWER CHAMPAGNE, SMALL BATCH SPIRITS AND CRAFT BEER THAT ADELAIDE'S WORLD-CLASS CREATORS HAVE TO OFFER.

OUR DOORS ARE OPEN FOR YOU TO ENJOY!

GENERAL INFO

OUR FUNCTION PACK WORKS AS A GUIDE IN PLANNING YOUR EVENT HOWEVER WE WILL WORK CLOSELY WITH YOU TO TAILOR AN OFFERING THAT SUITS YOUR NEEDS AND RESULTS IN A TRULY MEMORABLE AND STRESS-FREE EVENT!

NEED SOMETHING SPECIFIC? LET US KNOW AND WE'LL DO EVERYTHING WE CAN TO MAKE IT HAPPEN!

IF YOU WOULD LIKE TO COME IN AND HAVE A TOUR OF THE VENUE, WE'D LOVE TO SHOW YOU AROUND!

MONDAY – FRIDAY 11.30AM – LATE

SATURDAY 3PM – LATE

SUNDAY - FUNCTIONS AVAILABLE ON REQUEST*

**SUNDAY FUNCTION BOOKINGS AVAILABLE FOR A MINIMUM OF 40 GUESTS*

*\$150 DEPOSIT REQUIRED TO SECURE BOOKING

GAMES ROOM

AVAILABLE TO BE BOOKED ON ITS OWN OR IN ADDITION TO A LARGER SPACE. OUR GAMES ROOM ALLOWS YOU TO ADD EVEN MORE FUN TO YOUR EVENT!

\$350 (+MINIMUM FOOD SPEND) – UNLOCKS UNLIMITED USE OF ALL GAMES FOR THE DURATION OF YOUR STAY

CAPACITY: 30

SPACES CAN BE ADJOINED UPON REQUEST - MINIMUM FOOD SPENDS APPLY



LOWER BOOTH

AN INTIMATE AREA AWAY FROM THE HUSSLE AND BUSSLE BUT STILL LIVELY WITH ATMOSPHERE, IT INCLUDES YOUR OWN PRIVATE BAR AND A FEATURE WALL THAT REFLECTS THE CHARASMATIC VIBE OF OUR NEWLY RENOVATED HOTEL.

EXCLUSIVE ENTRY/EXIT FROM MOORE STREET UPON REQUEST.

CAPACITY: 40

*SPACES CAN BE ADJOINED UPON REQUEST - MINIMUM FOOD SPENDS APPLY
(POPULAR OPTION IS ADDING THE GAMES ROOM!)*



*\$150 DEPOSIT REQUIRED TO SECURE BOOKING



UPPER BOOTH

THIS SPACE OFFERS CHARMING BOOTH SEATING AGAINST A RED BRICK BACKDROP AND ALLOWS FULL ACCESS TO THE BAR WHILE TAKING ADVANTAGE OF OUR CLASSIC HOTEL ATMOSPHERE.

CAPACITY: 30

THIS SPACE CAN BE SEAMLESSLY ADJOINED TO THE FRONT BAR AND/OR LOWER BOOTH AREA UPON REQUEST, GIVING YOU A COMBINED CAPACITY OF THE AREAS AND THE OPTION OF THE GAMES ROOM ADD-ON WHEN ADDING THE LOWER BOOTH - MINIMUM FOOD SPENDS APPLY



FRONT BAR

THE FRONT BAR SPACE FEATURES HIGH TABLES WITH SEATING, A FLOOD OF NATURAL LIGHT FROM THE LARGE WINDOWS OVERLOOKING CARRINGTON STREET AND FULL BAR ACCESS. PUT YOUR GUESTS IN THE HEART OF THE ACTION WITH EXCLUSIVE ACCESS TO THE MAIN BAR AND CLOSE PROXIMITY TO THE DJ ON FRIDAY & SATURDAY NIGHTS (THERE'S EVEN SPACE FOR A SMALL DANCEFLOOR!)

CAPACITY: 70

SPACES CAN BE ADJOINED UPON REQUEST - MINIMUM FOOD SPENDS APPLY

*\$150 DEPOSIT REQUIRED TO SECURE BOOKING

DINING ROOM

THIS SPACIOUS AREA CAN ACCOMMODATE A WIDE RANGE OF FUNCTION STYLES FROM SIT DOWN DINNERS TO COCKTAIL PARTIES TO CORPORATE EVENTS OR MILESTONE BIRTHDAYS. INCLUDES A SIDE ROOM WITH LOUNGE SEATING, A STRIKING MURAL, FULL LENGTH PRIVATE BAR AND ENDLESS TABLE OPTIONS. OFFERING STACKS OF SPACE, WE'RE HAPPY TO WORK WITH OTHER VENDORS YOU MIGHT LIKE TO HAVE, SUCH AS PRIVATE DJs, PHOTOBOOTHS AND MORE.

PLANNING A PRESENTATION, MEETING OR AWARDS NIGHT? ASK ABOUT OUR AV OPTIONS.

SIT-DOWN FUNCTIONS AVAILABLE FOR BETWEEN 50 AND 100 GUESTS.

CAPACITY: 120

THIS SPACE CAN BE SEAMLESSLY ADJOINED TO THE COURTYARD AND/OR THE GAMES ROOM UPON REQUEST, GIVING YOU A COMBINED CAPACITY OF THE AREAS - MINIMUM FOOD SPENDS APPLY

COURTYARD

THIS OPEN AIR SPACE IS PERFECT FOR ANY SEASON; SUNSHINE IN SUMMER, HEATING AVAILABLE IN WINTER. PREPARE TO BE CHARMED BY THE LARGE SUCCULENT WALLS AND FESTOON LIGHTING THAT CREATE A COSY, RELAXED VIBE FOR YOUR NEXT EVENT.

CAPACITY: 70

SPACES CAN BE ADJOINED UPON REQUEST - MINIMUM FOOD SPENDS APPLY





COCKTAIL MENU

4 FOR \$18 P.P
\$5 PER EXTRA CHOICE

HOUSE MADE BRUSCHETTA *(GFO, VG, DF)*

FRICKLES + CHIPOTLE MAYO *(VG)*

GUACAMOLE + CORN CHIPS *(GF, VG, DF)*

PANCETTA WRAPPED PRAWN *(DF)*

JALAPEÑO POPPERS *(V)*

SAUCY MEATBALLS *(GF, DF)*

SARACENS CHICKEN TENDERS *(DF)*

PANKO CRUMBED SHRIMP *(DF)*

SICILIAN CANNOLI *(V)*

HOUSE MADE BROWNIE, ICE CREAM *(V)*

VEGAN CHURROS, CHOCOLATE SAUCE *(VG, DF)*

SLIDERS

10 FOR \$45

SMASHED PATTY CHEESEBURGER *(GFO)*

PULLED PORK *(GFO)*

SMOKED BRISKET BISCUIT, PICKLES *(GFO)*

PULLED JACKFRUIT SLIDER *(V, GFO)*

VEGAN MUSHROOM BURGER *(VG, GFO)*

SIT DOWN DINING FUNCTIONS

AVAILABLE FOR A MINIMUM OF 50 GUESTS - 100 MAXIMUM.

DINING OPTIONS BEGIN AT \$45 PER HEAD FOR TWO COURSES AND \$60 FOR THREE COURSES AND ARE TAILORED TO YOUR REQUIREMENTS.

**MINIMUM SPEND MAY VARY DEPENDING ON THE FUNCTION DATE*



BEVERAGE PACKAGES

STANDARD PACKAGE

4 HOUR BEVERAGE PACKAGE \$55PP

(CHOICE OF 3 WINES)

PETES PURE PROSECCO
SECOND NATURE MOSCATO
POMONA SAUVIGNON BLANC
CHAFFEY BROS. ROSÉ
POMONA SHIRAZ

(CHOICE OF 3 BEERS OR CIDER)

COOPERS PALE ALE
HAHN SUPER DRY
LITTLE BANG LAGER
BAROSSA APPLE CO. APPLE CIDER

SOFT DRINK
COFFEE
JUICE

*AFTER SOMETHING UNIQUE? TALK TO US ABOUT
CREATING A BESPOKE COCKTAIL MENU WITH
YOUR FAVORITE DRINKS!*

ZERO ABV AND GLUTEN FREE BEER OPTIONS AVAILABLE

PREMIUM PACKAGE

4 HOUR BEVERAGE PACKAGE \$65PP

(CHOICE OF 4 WINES)

MARY'S MYTH
SECOND NATURE MOSCATO
HENSCHKE PEGGY HILL RIESLING
CHAFFEY BROS. ROSÉ
MOSQUITO HILL PINOT NOIR
MAJELLA THE COMPOSER CAB SAV

(CHOICE OF 4 BEERS, CIDER OR SELTZER)

COOPERS PALE ALE
HAHN SUPER DRY
LITTLE BANG LAGER
PERONI
BAROSSA APPLE CO. APPLE CIDER
SOUTH AVE SELTZER *(CHOICE OF 2 FLAVOURS -
APPLE, LEMON, GRAPE, LYCHEE, SOUR WATERMELON)*

SOFT DRINK
COFFEE
JUICE

*AFTER SOMETHING UNIQUE? TALK TO US ABOUT
CREATING A BESPOKE COCKTAIL MENU WITH
YOUR FAVORITE DRINKS!*

ZERO ABV AND GLUTEN FREE BEER OPTIONS AVAILABLE

CELEBRATION PACKAGE

4 HOUR BEVERAGE PACKAGE \$80PP

(CHOICE OF 5 WINES)

MARY'S MYTH
SHAW + SMITH SAUVIGNON BLANC
HENSCHKE PEGGY HILL RIESLING
SIDEWOOD CHARDONNAY
CHAFFEY NOT YOUR GRANDMAS ROSÉ
MOSQUITO HILL PINOT NOIR
LONGMEIL DELLA MINA SANVIOVESE
ZARELLA WORKHORSE SHIRAZ

(CHOICE OF 5 BEERS, CIDER OR SELTZER)

COOPERS PALE ALE
HAHN SUPER DRY
LITTLE BANG LAGER
PERONI
BAROSSA APPLE CO. APPLE CIDER
CRAFT BEER *(ASK US WHAT'S AVAILABLE!)*
SOUTH AVE SELTZER *(CHOICE OF 2 FLAVORS -
APPLE, LEMON, GRAPE, LYCHEE, SOUR WATERMELON)*

SOFT DRINK
COFFEE
JUICE

*AFTER SOMETHING UNIQUE? TALK TO US ABOUT
CREATING A BESPOKE COCKTAIL MENU WITH
YOUR FAVORITE DRINKS!*

ZERO ABV AND GLUTEN FREE BEER OPTIONS AVAILABLE

2023 TERMS + CONDITIONS

DEPOSIT PAYMENT OF AN EVENT BOOKING MUST BE MADE WITHIN 7 DAYS OF THE ORIGINAL TENTATIVE BOOKING. DEPOSIT PAYMENT IS CONSIDERED AN ACKNOWLEDGEMENT OF THESE TERMS AND CONDITIONS. THE PAYMENT WILL BE DEDUCTED FROM YOUR FINAL ACCOUNT. MANAGEMENT RESERVES THE RIGHT TO CANCEL THE BOOKING AND ALLOCATE THE ROOM TO ANOTHER CLIENT IF THIS CONFIRMATION IS NOT RECEIVED.

EVENT DURATION YOUR BOOKING ENTITLES YOU TO USE OF THE HIRED SPACE FOR 4 HOURS, ACCESS BEYOND THIS TIME IS NOT GUARANTEED AND DEPENDS ON OTHER BOOKINGS.

MINIMUM CATERING: ALL EVENTS AT THE SARACENS REQUIRE CATERING FOR ALL GUESTS. A MINIMUM FOOD CHARGE OF \$28.00 PER HEAD APPLIES FOR COCKTAIL PARTIES. A MINIMUM FOOD CHARGE OF \$45.00 PER HEAD APPLIES FOR SIT DOWN LUNCHESES OR DINNERS.

ACCESS TIMES: DAY BOOKINGS ARE TAKEN TO 5:00PM ONLY, WRITTEN APPROVAL FROM HOTEL MANAGEMENT MUST BE GIVEN TO GO PAST THIS TIME. FOR EVENING BOOKING FUNCTIONS ACCESS CANNOT BE GUARANTEED BEFORE 5:30PM.

PAYMENT: FINAL NUMBERS AND FULL PREPAYMENT IS REQUIRED 7 DAYS PRIOR TO YOUR EVENT. THE NUMBER WE HAVE RECORDED 7 DAYS PRIOR WILL REPRESENT THE MINIMUM NUMBERS FOR WHICH YOU WILL BE CHARGED. EVENTS MUST BE PAID FOR IN FULL PRIOR TO THE DAY AND ANY ADDITIONAL CHARGES SETTLED ON THE DAY/NIGHT VIA CASH OR CREDIT CARD. PERSONAL CHEQUES ARE NOT ACCEPTED.

COVID-19 POLICIES AT THE SARACENS HEAD: OUR NUMBER ONE PRIORITY IS CREATING A SAFE ENVIRONMENT FOR OUR PATRONS. WE HAVE IMPLEMENTED SEVERAL SAFETY MEASURES INCLUDING SOCIAL DISTANCING AND INCREASED HYGIENE PRACTICES TO ENSURE THE WELL BEING OF BOTH OUR PATRONS AND STAFF. WE HAVE HAND SANITISER AVAILABLE AND SITUATED AROUND ALL EVENT SPACES AND OUR STAFF WILL BE FREQUENTLY CLEANING AND DISINFECTING SURFACE AREAS. WE DO ASK THAT IF ANY PATRONS ARE NOT FEELING WELL OR SHOWING SYMPTOMS TO STAY HOME. IF AN EVENT NEEDS TO BE POSTPONED; PLEASE CALL OUR EVENTS MANAGER TO RESCHEDULE. PLEASE BE ASSURED THAT THE SARACENS HEAD WILL CONTINUE TO ACT IN ACCORDANCE WITH THE ADVICE FROM THE GOVERNMENT AND SA HEALTH REGARDING COVID-19 AND ITS DEVELOPMENTS.

CANCELLATION: THE SARACENS HEAD WILL REFUND DEPOSIT BOOKINGS WITH MORE THAN 2 MONTHS NOTICE. LESS THAN 2 MONTHS NOTICE WILL RESULT IN 50% OF THE DEPOSIT TO BE REFUNDED. LESS THAN 1 MONTH NOTICE THE DEPOSIT WILL BE FORFEITED. CANCELLATIONS MUST BE SUBMITTED IN WRITINGS. ACKNOWLEDGMENT OF WRITTEN CANCELLATION MUST BE SOUGHT IF CLAIMING REFUND.

POSTPONEMENT: IF YOU HAVE GIVEN THE SARACENS TWO WEEKS NOTICE, YOUR DEPOSIT CAN BE TRANSFERRED TO A NEW DATE WITHIN A 12 MONTH PERIOD.

PRICE: PLEASE NOTE THAT PRICES AND PRODUCTS ARE SUBJECT TO AVAILABILITY AND CHANGE AND MAY ALTER WITH NOTIFICATION. HOWEVER THEY ARE FIRM FROM PAYMENT OF DEPOSIT FOR 2 MONTHS.

MENU: DETAILS MUST BE FINALISED AT LEAST 14 DAYS PRIOR TO FUNCTION. MENU ITEMS MAY CHANGE DUE TO SEASONALITY AND AVAILABILITY. EVENT PRICES MAY VARY MARGINALLY IF EVENT BOOKED BEYOND 12 MONTHS OF DEPOSIT PAYMENT.

ALLERGY STATEMENT: SARACENS HEAD RECOMMENDS GUEST INVITATIONS TO BE PRINTED WITH 'FOOD ALLERGY AND DIETARY REQUIREMENTS TO BE ADVISED WITH ACCEPTANCE'. THESE DETAILS ARE PROVIDED WITH FINAL NUMBERS. MANAGEMENT CAN NOT GUARANTEE TRACES OF AN ALLERGY ITEMS NOT PRESENT.

DRESS CODE: MANAGEMENT RESERVES THE RIGHT TO REFUSE ENTRY BASED ON CONSIDERATION OF THE HOTEL'S DRESS CODE.

BAR ACCESS CANNOT BE GUARANTEED AFTER YOUR EVENT.

SMOKE FREE: ALL OF OUR INDOOR EVENT SPACES ARE SMOKE FREE.

RESPONSIBILITY: ORGANISERS ARE FINANCIALLY RESPONSIBLE FOR ANY DAMAGE/ BREAKAGES SUSTAINED TO THE SARACENS BY THE ORGANISER, ORGANISER'S GUESTS, INVITEES OR OTHER PERSONS ATTENDING THE FUNCTION. THE SARACENS WILL NOT ACCEPT ANY RESPONSIBILITY FOR THE DAMAGE OR LOSS OF MERCHANDISE LEFT PRIOR TO OR AFTER THE FUNCTION.

RESPONSIBLE SERVICE OF ALCOHOL: THE SARACENS PRACTISES RESPONSIBLE SERVICE OF ALCOHOL ON ALL OCCASIONS. INTOXICATED INDIVIDUALS WILL NOT BE SERVED ALCOHOL. COMPLIANCE WITH THE SARACENS REGULATIONS AND LIQUOR LICENSING LAWS. MANAGEMENT RESERVES THE RIGHT TO EXCLUDE OR EJECT ANY OBJECTIONABLE PERSONS FROM THE SARACENS WITHOUT LIABILITY AND IF REQUIRED, WE WILL SHUT THE FUNCTION DOWN EARLY.

EQUIPMENT: ORGANISERS ARE FINANCIALLY RESPONSIBLE FOR ANY DAMAGE/ BREAKAGES OF EQUIPMENT OWNED BY THE SARACENS OR SUB-HIRED BY THE SARACENS.

DISPLAYS AND SIGNAGE: NOTHING IS TO BE NAILED, SCREWED OR ADHERED TO ANY WALL OR OTHER SURFACE OR PART OF THE BUILDING. BLUETAC IS BY HOTEL MANAGEMENT APPROVAL ONLY.

CLEANING: GENERAL CLEANING IS INCLUDED IN THE COST OF THE FUNCTION. IF CLEANING REQUIREMENTS FOLLOWING YOUR FUNCTION ARE JUDGED TO BE EXCESSIVE, AN ADDITIONAL CLEANING FEE MAY BE CHARGED. CONFETTI RICE OR OTHER SIMILAR PRODUCTS ARE NOT PERMITTED IN FUNCTION ROOMS OR ANY PART OF THE SARACENS NOR WITHIN THE GROUNDS.

CAKEAGE: A FEE OF \$2.50PP APPLIES IF GUESTS WOULD LIKE FOR STAFF TO CUT AND SERVE THEIR CAKE. A \$4.50PP FEE APPLIES WITH THE ADDITION OF RASPBERRY COULIS AND CREAM.

SECURITY: FUNCTIONS SUCH AS 21ST BIRTHDAYS MAY ATTRACT A SECURITY CHARGE. THE SARACENS EMPLOYS SECURITY STAFF WHO PATROL ALL AREAS OF THE HOTEL INCLUDING THE FUNCTION ROOMS. ANY REQUIRED EVICTIONS ARE AT THE FULL DISCRETION OF MANAGEMENT.

CLOSING: LAST DRINKS WILL BE CALLED AT THE MANAGERS DISCRETION AT MIDNIGHT. YOUR GUESTS WILL BE ASKED TO VACATE THE FUNCTION ROOMS AND THE HOTEL BY 12:30AM. PLEASE ADVISE YOUR BAND OR DJ OF THIS.

CHILDREN: LIQUOR LICENSING LAWS REQUIRE THAT: WE DO NOT SERVE ALCOHOL TO MINORS (CHILDREN UNDER THE AGE OF 18) THAT CHILDREN MUST BE ACCOMPANIED BY AN ADULT. AND THAT CHILDREN MUST LEAVE THE PREMISES BY 12 MIDNIGHT.

PUBLIC HOLIDAYS: A 15% SURCHARGE APPLIES ON PUBLIC HOLIDAYS.