

BROADBEAN

CATERING & EVENTS

CONFERENCE CATERING PACKAGES

Our conference packages are designed to be all inclusive so you can relax and ensure that your guests are well looked after. All conferences include room set-up, linen and wait staff.

Minimum numbers of 30 guests for all catering.

If you are searching for nearby hotels for your guests, ask us about our partner hotels and corporate rates.

PRE-CONFERENCE BREAKFAST

Our breakfast menus are the perfect way for you and your guests to socialise and network prior to your conference, meeting or discussion forum.

BUFFET BREAKFAST

Served on platters for delegates to help themselves on arrival
\$55pp

Homemade egg and bacon filo pies

Spinach, fetta and leek frittata with tomato chutney (v, gf)

Selection of Danish pastries and petit croissants with jam (v)

Granola with berry compote and coconut yoghurt (vegan, gf)

Platter of fresh seasonal fruit (vegan, gf)

Percolated coffee, tea, orange juice and chilled water

SEATED BREAKFAST

Single-serve plated breakfast
\$65pp

Smashed avocado on rye with poached eggs and dukkah (v)

Baked eggs with tomato and red peppers, pesto and sourdough toast (v)

Portobello mushrooms with spinach and goat's fetta on roast garlic toast (v)

Alternate-serve plated breakfast
\$70pp

Poached eggs on English muffins with shaved leg ham, hollandaise, slow roasted tomato and mushrooms

On the table – fresh seasonal fruit with honey yoghurt and platters of freshly baked pastries

Percolated coffee, tea, orange juice and chilled water served to each table

COFFEE CART

Please ask our Events Coordinator for pricing and hire availability.

Impress your guests and start your breakfast off in style with a coffee cart serving freshly brewed coffee and teas by our trained baristas.

MORNING AND AFTERNOON TEA

Morning and afternoon teas are set up buffet style for guests to help themselves. If beverages are required on arrival or to continue throughout the event, please see beverage options below.

No.1 / \$30pp

Platters of freshly baked Danish pastries and white chocolate and raspberry muffins

Percolated coffee and tea and chilled water

No.4 / \$35pp

Platters of Gippsland cheeses and assorted dips with crackers, dried fruits, handmade lavosh and fresh Turkish bread

Percolated coffee and tea and chilled water

No.2 / \$30pp

A selection of homemade petit four sweets (allowing one per person) and platters of fresh seasonal fruit

Percolated coffee and tea and chilled water

No.5 / \$40pp

Selection of savoury and sweet finger food – gourmet ribbon sandwiches, roast pumpkin and goat's cheese quiche and assorted sweet petit fours (allowing two per person)

Percolated coffee and tea, orange juice and chilled water

No.3 / \$30pp

Platters of small homemade sweets (allowing three per person)

Percolated coffee and tea and chilled water

BEVERAGE OPTIONS

Tea and coffee is set up buffet style for guests to help themselves and includes a selection of tea and percolated coffee.

Arrival / \$8pp

Arrival tea, coffee, orange juice and chilled water

Continual / \$20pp

All day continuous tea, coffee, orange juice and chilled water

LUNCH OPTIONS

Lunch options are set up buffet style for guests to help themselves. If beverages are required on arrival or to continue throughout the event please see beverage options above.

No.1 / \$55pp

Selection of assorted gourmet wraps
Housemade falafel with quinoa tabbouli and tahini dressing (vegan, gf)
Green salad with avocado, cherry tomatoes and cucumber (vegan, gf)
Individual roast pumpkin and goat's cheese quiche (v)
Homemade sausage rolls with tomato sauce
Platters of fresh seasonal fruit (vegan, gf)
Percolated coffee and tea, orange juice and chilled water

No.2 / \$60pp

Platters of cold sliced meats; leg ham, marinated chicken breast and rare roast beef with assorted condiments (gf, df*)
Chat potato salad with dill and mustard dressing (v, gf)
Baby cos salad with avocado and semi dried tomato dressing (vegan, gf)
French beans and grilled sweetcorn salad with green chilli dressing (vegan, gf)
Fresh baked bread rolls with butter (v, df*)
Platters of fresh seasonal fruit (vegan, gf)
Percolated coffee and tea, orange juice and chilled water

No.3 / \$65pp

Balsamic and thyme roasted chicken with tomato jam (gf, df)
Platter of smoked Tasmanian salmon with capers and aioli (gf, df)
Tomato, basil and buffalo mozzarella with balsamic reduction (v, gf)
Chat potato salad with dill and mustard dressing (v, gf)
Salad of shaved fennel, beetroot and citrus (vegan, gf)
Fresh baked bread rolls with butter (v, df*)
Platters of fresh seasonal fruit (vegan, gf)
Percolated coffee and tea, orange juice and chilled water

No.4 / \$70pp

Hot buffet lunch

Moroccan lamb tagine with rice pilaff (gf, df)
Lemon paprika, oregano chicken with basil (gf, df)
Eggplant and ricotta crepe with roasted tomato and basil sauce (v)
Green salad with avocado, cherry tomatoes and cucumber (vegan, gf)
Fresh baked bread rolls with butter (v, df*)
Platters of fresh seasonal fruit (vegan, gf)
Percolated coffee and tea, orange juice and chilled water

CONFERENCE PACKAGES

All day conference packages are a perfect choice for a stress free and cost-effective way to ensure your guests are well looked after throughout the day. Our all day conference packages are designed to be simple and all inclusive. Simply choose from one of the conference package options below and relax – we will take care of the rest.

All day conference packages include:

- Arrival tea, coffee, orange juice and chilled water
- All day tea, coffee and orange juice
- Morning tea, lunch and afternoon tea
- Jugs of chilled water and glasses for each table, refreshed throughout the day
- White linen tablecloths
- Bowls of mints for each table
- Dedicated wait staff for your conference throughout the day

Half day conference packages (up to 4 hours in duration) include:

- Arrival tea, coffee, orange juice and chilled water
- Tea, coffee and orange juice refreshed throughout the event
- Morning tea or afternoon tea and lunch
- Jugs of chilled water and glasses for each table, refreshed throughout the event
- White linen tablecloths
- Bowls of mints for each table
- Dedicated wait staff for your conference throughout the event

Conference Package No.1

Full day \$82pp

Half day \$70pp

Morning tea

A selection of fresh baked Danish pastries and raspberry and white chocolate muffins

Lunch

Selection of assorted gourmet wraps

Housemade falafel with quinoa tabbouli and tahini dressing (vegan, gf)

Green salad with avocado, cherry tomatoes and cucumber (vegan, gf)

Individual roast pumpkin and goat's cheese quiche (v)

Homemade sausage rolls with tomato sauce

Platters of fresh seasonal fruit (vegan, gf)

Afternoon tea

Platters of Gippsland cheeses with crackers, dried fruits and handmade lavosh

Platters of assorted dips with fresh Turkish bread

Conference Package No.2

Full day \$85pp

Half day \$73pp

Morning tea

A selection of homemade petit four sweets (allowing one per person) and platters of fresh seasonal fruit

Lunch

Platters of cold sliced meats; leg ham, marinated chicken breast and rare roast beef with assorted condiments (gf, df*)

Chat potato salad with dill and mustard dressing (v, gf)

Baby cos salad with avocado and semi dried tomato dressing (vegan, gf)

French beans and grilled sweetcorn salad with green chilli dressing (vegan, gf)

Fresh baked bread rolls with butter (v, df*)

Platters of fresh seasonal fruit (vegan, gf)

Afternoon tea

Platters of Gippsland cheeses with crackers, dried fruits and handmade lavosh

Platters of assorted dips with fresh Turkish bread

Conference Package No.3

Full day \$85pp

Half day \$73pp

Morning tea

A selection of homemade biscuits (allowing two per person) and platters of fresh seasonal fruit

Lunch

Balsamic and thyme roasted chicken with tomato jam (gf, df)

Platter of smoked Tasmanian salmon with capers and aioli (gf, df)

Tomato, basil and buffalo mozzarella with balsamic reduction (v, gf)

Chat potato salad with dill and mustard dressing (v, gf)

Salad of shaved fennel, beetroot and citrus (vegan, gf)

Fresh baked bread rolls with butter (v, df*)

Platters of fresh seasonal fruit (vegan, gf)

Afternoon tea

Platters of Gippsland cheeses with crackers, dried fruits and handmade lavosh

Platters of assorted dips with fresh Turkish bread

Conference package No.4

Full day \$90pp

Half day \$77pp

Morning tea

Freshly baked buttermilk scones topped jam and cream and platters of fresh seasonal fruit

Hot buffet lunch (suitable for standing)

Moroccan lamb tagine with rice pilaff (gf, df)

Lemon paprika, oregano chicken with basil (gf, df)

Eggplant and ricotta crepe with roasted tomato and basil sauce (v)

Green salad with avocado, cherry tomatoes and cucumber (vegan, gf)

Fresh baked bread rolls with butter (v, df*)

Platters of fresh seasonal fruit (vegan, gf)

Afternoon tea

Platters of Gippsland cheeses with crackers, dried fruits and handmade lavosh

Platters of assorted dips with fresh Turkish bread

POST CONFERENCE NETWORKING

Finish your conference on a social note with drinks out on the Deck and a chef's selection of award-winning elegant canapés.

All beverage packages include sparkling mineral water, orange juice and an assortment of soft drinks.

Silver Package

McPherson Chardonnay Pinot Noir Sparkling, VIC 2023

McPherson Pinot Grigio, VIC 2022

McPherson Cabernet Merlot, VIC 2021

Peroni Nastro Azzurro

Hahn Premium Light

Gold Package

The Duchess NV Sparkling Cuvee, Southern Highlands NSW

Lerida Estate White Field Blend (Sauvignon Blanc, Pinot Gris), Canberra Region NSW, 2022

Lerida Estate Red Field Blend (Merlot Cabernet, Shiraz), Canberra Region NSW, 2022

Peroni Nastro Azzurro

Hahn Premium Light

Platinum Package [local selection]

Lerida Estate Prosecco, Canberra Region NSW 2023

Nick O'Leary Riesling, Canberra Region NSW 2023

Mount Majura Pinot Gris, Canberra Region ACT 2023

Nick O'Leary Shiraz, Canberra Region NSW 2022

Lerida Estate Pinot Noir, Canberra Region NSW 2022

Capital Brewing Coast Ale

Hahn Premium Light

	<u>Silver</u>	<u>Gold</u>	<u>Platinum</u>
<u>1hr – 4 canapés pp</u>	\$48pp	\$58pp	\$65pp
<u>1hr – 6 canapés pp</u>	\$55pp	\$65pp	\$70pp

BROADBEAN CATERING TERMS AND CONDITIONS

All clients must agree to the following terms and conditions. Package prices are applicable for all events until 30 June 2025. For all events after this date please speak with our Events Team.

You consent to Broadbean Catering and Events storing your contact details for the purpose of providing you with information about upcoming programs, events and other happenings at the Museum.

BOOKINGS AND PAYMENT TERMS

A \$1,000 deposit (GST Inclusive) is required within ten (10) business days from date of signing Event Booking Form to confirm your booking. The deposit will be subtracted from the final invoice. A tax invoice will be issued after each payment is made. Overdue accounts will incur interest charges at a rate of two and a half per cent (2.5%) per week. All credit card payments will incur a two percent (2%) surcharge.

The agreed costs of your function are to be paid within the specified payment periods as follows:

Corporate and Government Clients

Ten (10) business days from invoice date

Private Functions

Five (5) business days prior to function

CHANGES AND CANCELLATIONS

Any notice of date change or cancellation must be provided in writing.

In the event of substantial changes to your event (i.e. a change in date) or the cancellation of your event, you agree to be bound by the following cancellation fees:

Corporate and Government Clients

Greater than 90 days: 100% deposit refundable

30 – 89 days: 50% deposit non-refundable or 100% deposit transferable to an alternate event date

7 – 29 days: 50% total charges payable

Less than 7 days: 100% total charges payable

Private Functions

Greater than 1 year: 100% deposit refundable

1 year – 90 days: deposit non-refundable or 100% deposit transferable to an alternate event date

89 – 29 days: 50% total charges payable

Less than 29 days: 100% total charges payable

MINIMUM SPEND

The following minimum spend amounts relate to all events held with Broadbean Catering and Events. The prices are based on duration of room hire and are calculated on a per person basis.

All-day conference: \$80pp

(from 8.30am until 4.30pm)

Half-day / short conference: \$40pp

(prior to 5pm and up to 5 hours in duration)

Evening function: \$85pp

(after 5pm)

The following minimum numbers relate to all events held with Broadbean Catering and Events:

Conference / dinner / cocktail: 30 guests

Breakfast: 50 guests

Wedding: 60 guests

GUARANTEED NUMBERS, MENU SELECTION AND DIETARY REQUIREMENTS

Final menu selection and beverage package selection must be made 4 weeks prior to the event.

A minimum guaranteed number of guests and any dietary requirements must be provided no later than five (5) business days prior to the event. This will be the minimum number billed, final numbers may be increased up to three (3) business days prior and this increase will be charged on the final invoice. A decrease in numbers will not affect the final invoice.

Any additional dietary requirements requested on the day or evening of the event will be charged at \$30 for each entrée, \$60 for each main and \$30 for each dessert.

*While we take all necessary precautions and follow food safety standards and good practices, please be advised that if your guests have severe allergies, intolerances, or anaphylaxis, we are not an allergen free venue and traces of allergens may be present in the food.

PRICING, MENUS AND RESPONSIBLE SERVICE OF ALCOHOL

Prices quoted are current and GST inclusive. Prices may be subject to change without notice. Menus may be seasonally adjusted to reflect local produce and freshness of the season.

Events held on a Sunday will incur a 10% surcharge. Events held on a Public Holiday will incur a 15% Public Holiday surcharge.

We encourage the responsible service of alcohol and reserve the right to refuse service to, and remove from the premises, any guests at the sole discretion of catering staff and/or National Museum of Australia security staff.