



KEYSBOROUGH

GOLF CLUB INCORPORATED

Conference & Seminar Brochure



*Thank you for requesting information on Functions at Keysborough Golf Club.
Within this brochure, you will find all relevant information on hosting a Function.*





Keysborough Golf Club

Nestled amongst a sanctuary of lakes, magnificent trees and abundant birdlife, Keysborough Golf Club is easily accessible from Springvale Road, Nepean Highway, East Link and the Frankston Freeway, yet only 30 minutes from the CBD.

After arriving in the car park and making their way into the Clubhouse, your guests will enjoy pre dinner refreshments and be pampered by the friendly & professional staff within the Dining Room or the adjacent grassed courtyard.

Keysborough Golf Club offers private rooms for conferences & seminars and caters for both small and large groups, with a variety of room and catering options.

A viewing of the facility can be made by contacting the Club's Business Development Executive, Lee Daffy, who will also help organise and plan your seminar.

For further information please do not hesitate to contact Lee on 03 9798 1333 or Email: lee@keysboroughgolf.com.au.





KEYSBOROUGH GOLF CLUB INCORPORATED

Conference Package

Room Hire

\$250.00

- Tea / Coffee On Arrival
- Iced Water On Table
- White Board & Markers
- Bowls Of Mints On Table
- Overhead Projector & Screen
- Data Projector & Screen

Room Configuration

Our rooms are air conditioned & heated, some with views over the course. The Dining and Mirror Room has a built in PA System with Cordless Microphones.

Board Room		maximum 16 people
Mirror Room	<i>Theatre Style</i>	maximum 40 people
	<i>Classroom</i>	maximum 24 people
Dining Room	<i>Theatre Style</i>	maximum 120 people
	<i>Classroom</i>	maximum 60 people
Mirror & Dining Room	<i>Theatre Style</i>	maximum 150 people
	<i>Classroom</i>	maximum 80 people

AV & Conference Equipment

Available to its clients and included in Keysborough's Conference & Seminar is a wide range of electronic & conference equipment.

If a conference wishes to use the Data Projector, it is required to bring a suitable Laptop Computer with them.

Should you require other equipment, clients are welcome to bring their own equipment or arrange to hire it from an outside source. For AV Equipment hire we use Durham Audio Visual Hire, who can be contacted on 9690 2288.





KEYSBOROUGH GOLF CLUB INCORPORATED

Conference Food and Beverage

Following is a list of options available for catering at your conference.

We are happy to tailor any Food & Beverage requirements to your needs or budget.

Breakfast

Light Continental

*2 danish pastries per person, sliced fresh fruit,
fresh orange juice & tea / coffee*

\$8.50

English

*bacon, sausage, scrambled eggs, tomato,
mushrooms & toast, fresh oj & tea / coffee*

\$12.50

Full Continental

*danish pastries, warm filled croissants, sliced fresh
fruit, fresh orange juice & tea / coffee*

\$11.00

Muffin

*bacon & egg muffins - 1 per person accompanied
by tea / coffee*

\$6.50

Snack & Breaks

Morning Tea

scones, jam & cream with tea / coffee

\$6.00

Sweet Break

homemade slice & cake, tea / coffee

\$6.00

Sandwich Platters

a variety of fresh sandwiches (8 points per person)

\$10.00

Open Sandwich / Baguettes Platters

*various open sandwiches or a variety of filled
baguettes - 2 per person*

\$10.00

Cookie Break

fresh choc chip cookies (2 per person), tea / coffee

\$6.00

Doughnut Treat

hot jam doughnuts (2 per person), tea / coffee

\$6.00

Fresh Fruit Platters

a variety of fresh seasonal fruits on platters

\$6.00

Cheese Platters

*selection of local cheeses with dried fruits and nuts,
quince paste and crackers & lavosh*

\$12.00





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Catering

Our menu offers a contemporary difference to the traditional club style catering. We maintain our very high standards using fresh produce with a combination of innovative and stylish menu ideas, creating unique flavour sensations.

Meal Packages & Pricing

<i>Soup / Main / Dessert</i>		<i>per person</i>	<i>\$50.00</i>
<i>Entree / Main / Dessert</i>		<i>per person</i>	<i>\$60.00</i>
<i>Soup / Entree / Main / Dessert</i>		<i>per person</i>	<i>\$65.00</i>
<i>Buffet</i>	<i>2 Course</i>	<i>per person</i>	<i>\$40.00</i>
<i>Gourmet BBQ</i>	<i>2 Course</i>	<i>per person</i>	<i>\$40.00</i>

EXTRAS

<i>Table Cheese Platters</i>		<i>per person</i>	<i>\$7.50</i>
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Cocktail Packages & Prices

all cocktail packages include the following

- Function duration 5 hours
- Skirted Present Table
- Skirted Cake Table
- Tea, Coffee & Chocolates
- White Table Linen
- Beverages On Account Or Cash Bar

<i>Cocktail Party</i>	<i>8 Pieces</i>	<i>per person</i>	<i>\$25.00</i>
	<i>15 Pieces</i>	<i>per person</i>	<i>\$35.00</i>
	<i>Extra Pieces</i>	<i>per person</i>	<i>\$2.50</i>





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Soup

Select two soups to be served alternately

Cream of Kent Pumpkin

Classical Pea & Ham

Country Style Minestrone

Lamb & Pearl Barley Broth

Traditional Mulligatawny

Duo of Tomato & Red Pepper and Sweet Potato & Pear

Entree

Select two entrees to be served alternately

Thai Beef Salad

marinated strips of tender beef topped with a thai salad & shallots

Savoy Beef Eclairs

éclair filled with spicy beef topped with bernaise sauce

Lamb Fillet

marinated with yogurt & spices on white bean paste, topped with warm fennel salad

Pork Rib

in chermoule dressing

Indian Spiced Chicken Skewer

with raita, naan bread and saffron rice

Pollo Gnocchi

with cream, chicken, fresh basil & parmesan tuiles

Scampi

cut in half, covered with herb & garlic butter

Smoked Salmon

sitting on sushi rice with pickled vegetables, wasabi, dill aioli and black sesame seeds

Mushroom & Garlic Agnoloni

fresh agnoloni with roast pumpkin & coriander pesto





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Main

Select two mains to be served alternately

Seared Eye Fillet

with red wine jus

Roast Sirloin

tender roast beef with fresh vegetables & sauce

Lamb Rack

coated with honey mint glaze and duchesse potato

Char Grilled Lamb Rump

with porcini mushrooms

Red BBQ Pork Fillet

pork marinated in chinese spices on a bed of cous cous

Chicken Fillet

with tarragon & white wine cream sauce

Cummin Crusted Chicken Fillet

with fried herbs and spices

Steamed Salmon Fillet

with a ginger dressing

Dessert

select two desserts to be served alternately

Paris Brest

Steamed Walnut & Maple Syrup Pudding

Bread & Butter Nut Pudding

Passionfruit Panacotta

Individual Citrus Meringue Tarts

Home Made Pecan Pie

Warm Hazelnut Chocolate Mud Cake

with Liqueur Chocolate Sauce





KEYSBOROUGH GOLF CLUB INCORPORATED

Buffet Menu

*select two items from the hot meats, three items from the salads and three items from the desserts.
cold meat platters, tea, coffee and chocolates are also included*

Hot Meals

Roast Beef

mustard encrusted beef with red wine jus

Roast Chicken

with a sage & onion stuffing

Leg Of Lamb

rosemary & herb lamb with a light meat jus

Roast Pork

with apple sauce & crackling

Honey Baked Kassler

with a cranberry jus

Roast Turkey Buffet

with sliced virginia ham & cranberry sauce

All hot meats accompanied by roast potatoes and seasonal vegetables

Cold Platters

Smoked Ham

Pastrami

Hot Spicy Salami

Corned Silverside

Smoked Beef

Marintated Chicken

Salads

Taboule

parsley, tomato, spring onion & cracked wheat

Tomato & Cucumber

with water cress & lemon pepper dressing

Greek

mixed lettuce, fetta, olives, red onion & cucumber

Roast Vegetable & Baby Spinach

*baked pumpkin, sweet potato, red capsicum, carrot
with pesto dressing*

Fresh Garden

lettuce, tomato, cucumber, red onion & dressing

Pink Eye Potato

onion, parsley & mayonnaise

Tomato & Onion

roma tomato, onion, fresh basil & bocchini

Caesar

*cos lettuce, bacon, egg, grated parmesan and
homemade caesar dressing*

Desserts

Paris Brest

Homemade Pecan Pie

Citrus Tart

Baked Cheesecake

Profiteroles & Chocolate Sauce

Tiramisu





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Gourmet BBQ

Select two items from the hot selection, three items from the salads and three items from the desserts.
tea, coffee and chocolates are also included.

Hot Selection

Porterhouse Steak

grilled & marinated 200 gm porterhouse steak

Scotch Fillet

150 gram marinated scotch fillet

Homemade Burgers

spicy burgers with fried onions and seeded mustard

Gourmet Sausages

mild Bratwurst or kransky

Beef & Vegetable Skewers

tender chunks of beef with vegetables

Chicken Skewers

Variety of marinated chicken skewers

Moroccan Chicken Fillet

chicken fillet marinated in Lemon & Herbs

Lamb Cutlets

marinated in lemon & rosemary

Vegetarian Burger

marinated roast vegetable patty

Salads

Taboule

parsley, tomato, spring onion & cracked wheat

Tomato & Cucumber

with water cress & lemon pepper dressing

Greek

mixed lettuce, fetta, olives, red onion & cucumber

Roast Vegetable & Baby Spinach

*baked pumpkin, sweet potato, red capsicum, carrot
with pesto dressing*

Fresh Garden

lettuce, tomato, cucumber, red onion & dressing

Pink Eye Potato

onion, parsley & mayonnaise

Tomato & Onion

roma tomato, onion, fresh basil & bocchini

Caesar

*cos lettuce, bacon, egg, grated parmesan and
homemade caesar dressing*

Desserts

Paris Brest

Homemade Pecan Pie

Citrus Tart

Baked Cheesecake

Profiteroles & Chocolate Sauce

Tiramisu





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Canapé Menu

Savory

Thai Roast Beef Salad On Roti Bread
Party Pies & Tomato Sauce
Mild Beef Vindaloo In Filo Cups
Southern Fried Chicken Strips With BBQ Dipping Sauce
Chicken Satays With Peanut Sauce
Yasai Suzuhe Mini Pork Spare Ribs
Herb Game Sausage Rolls With Green Tomato Chutney
Thai Fish Cakes with Palm Sugar Dressing
Smoked Salmon On Pumpernickel
Various Dips With Turkish Bread
Assorted Savoury Tartlets
Mini Spring Rolls
Mini Dim Sims
Mini Vegetarian Samosas
Risotto Balls with Tomato Chutney
Nori Rolls

Dessert

Mixed Fruit Tarts
Baby Macaroons
Mini Cheesecake
Profiteroles with Pastry Cream
Scottish Shortbreads
Chocolate Truffles





KEYSBOROUGH GOLF CLUB INCORPORATED

Terms & Conditions

Thank you for selecting Keysborough Golf Club to host your Corporate Event. Prior to utilising the facilities on offer at Keysborough, we request that you review the following terms and conditions, sign and forward the Acceptance / Confirmation form, together with your deposit, to the Club.

1. **Tentative Bookings:**

Whether verbal or written, a tentative booking will only hold the required date for a period of 14 days. An initial deposit of \$500 is required within this time or your booking will lapse.

2. **Payment:**

The balance of payment is required 14 days after the date of the event. You will be sent an itemised account, which can be paid by cash, company cheque or credit card.

3. **Food and Beverage:**

Corporate and Social Groups are not permitted to supply their own food or beverages. Keysborough offers a range of menus and beverages to suit each particular groups needs.

Confirmation of catering numbers is required 7 days prior to your event. If final numbers are not received within this time, the tentative number of guests will become the guaranteed number of guests.

4. **Golf:**

Two Tee Start: Groups of 4 players will be directed by the Pro Shop to start from the 1st and 10th tees in 8 minute intervals. Final number of players is required 7 days prior to your day.

Shotgun Start: Final number of players is required 7 days prior to your day.

5. **Course Rules:**

- All players must have their own set of clubs and use a golf buggy or cart
- Golf buggies are to be fitted with all weather slicks

6. **Dress Code & Mobile Regulations:**

- A collared shirt must be worn (tucked in) with tailored pants or shorts of medium length. Shorts must be worn with long socks – pulled up at all times, or predominantly white short socks.
- Approved golfing shoes to be worn on the course. Soft spikes are preferred, but not compulsory.
- Wet weather gear and golf shoes are not permitted inside the Clubhouse.
- Strictly no denim, tracksuits, cargo pants or shorts, t-shirts, singlets, sporting shoes (runners) etc
- Mobile phones are not accepted on the course or in the Clubhouse.

7. **Signage:**

All banners and course signage are to be delivered to the Club no later than 48 hours prior to your event. Each banner is to be marked with the position that you would like it to be presented on course. Keysborough Golf Club does not accept responsibility for courier/postal fees, damage or loss of materials left at the Club during or after the event.



8. Cancellations:

- If an event is cancelled more than 30 days prior to the scheduled event all deposits already paid will be forfeited.
- Events cancelled within 30 days will forfeit deposits paid, and incur a \$500 cancellation fee.
- Cancellations made within 7 days of the scheduled date penalties as above will apply, in addition to total food and beverage costs.

9. Wet Weather:

There will be a reduced green fee charge if the course is declared unplayable by the Club in the event of wet weather. However full catering and beverage costs will be incurred. In the event that the course has not been officially closed and participants still wish to play, the green fee for your confirmed numbers of players will be due and payable.

Please complete this acceptance / confirmation form and return to the Keysborough Golf Club, accompanied by the booking form and your deposit in order to confirm your event.

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CORPORATE GOLF BOOKING CONFIRMATION

Please complete and return the following form to book your event at Keysborough GC:

Day: _____ Date: _____

Company: _____ Contact Name: _____

Contact Address: _____

_____ Postcode: _____

Contact Phone: (B) _____ (M) _____

E Mail Address: _____

Arrival Time: _____ Approx. Departure Time: _____

Golf: No. Of Players: _____ Preferred Tee Time: _____

Start Type (please circle): Shotgun Mini Shotgun Two Tee

Catering:

Breakfast Yes / No Lunch Yes / No Dinner Yes / No

Other (please specify): _____

Please find enclosed a cheque / money order of \$500, the required booking fee, or please debit my credit card:

Bankcard [] Mastercard [] Visa []

Card No: _____ Expiry Date: _____

Sign: _____ Date: _____

