

The Cellar

Functions Package



Contact:

Events manager- Eilish

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THE SPACE

The Cellar

Tucked away from the main dining area, The Cellar is a fully enclosed room, surrounded by our boutique wine wall and can accommodate a maximum of 20 guests with your own private waiter and bar.

The private room is perfect for celebrating a major milestone, corporate event, or for those who wish to celebrate privately and away from other diners.

Some of the extra features in our Dining Room include:

- Luxurious designer furniture and fixtures
- Separate bar located in the Private Dining Room for your exclusive use with a designated server just for your group
- Audio Visual capabilities, including a screen & speakers available for all your presentation needs

Capacity: Up to 20 guests

Minimum Spend

Sunday Dinner, Wednesday Dinner, Thursday Lunch and Dinner- \$3,000

Friday & Saturday Lunch and Dinner, Sunday Lunch - \$3,200

All of December - \$3,500

Minimum spend can change on major calendar dates or events. Surcharging may incur on public holidays.



THE MENU

Private Dining Menu

FOOD PACKAGE:

Your option of either a 2 or 3 course menu.

2 courses for \$110.00 per person

3 courses for \$120.00 per person

Both menu pricing includes,

- Mix of canapes on arrival (all our Chef 's Selection, including seafood, meat, and vegetarian options)
- Selection of our house made breads down the centre of the table
- Two or Three Course Signature Menu, featuring five choices of our best entrees, mains, and desserts

Drinks will be sold on consumption throughout your function however, you can pre-select some beers and wines for your function. Unfortunately, you are unable to bring your own wine and champagne for all functions in The Cellar.



TERMS AND CONDITIONS

Deposit

A deposit of \$500.00 is required to be paid at the time of booking, this is the only way in which to secure The Cellar. If the deposit is not received within 7 days of the tentative booking placement, the booking will be cancelled.

Confirmation

Tentative bookings will only be confirmed on receipt of a non-refundable \$500.00 deposit. We require confirmation of final numbers for your event at least 72 hours prior to the booking.

Service Fee / Gratuity

All private room bookings carry an additional service charge of 5% that is added to the final bill. This amount is in addition to the quoted minimum spend.

Dietary Requirements

Please advise Jensens Restaurant of any dietary requirements / allergies at least 48 hours prior to event. Due to the nature of the event, we will not be able to cater to these if not advised prior to the event.

Billing & Payment

There will be no individual bills given. An itemised bill will be presented at the end of the function, this bill will include the 5% gratuity, the deposit will be deducted from the final bill. All accounts are to be settled at the end of the function. The bill will be presented to the host or person who had made the booking, payments will not be taken from guests of the event without confirmation from the host.

A maximum of 2 credit cards will be accepted for payment – if diners wish to split bills, please organise cash for payment. An additional 1.5% surcharge is applicable on all card payments.

Loss or Damage

Jensens Restaurant will take all necessary care but will not take any responsibility for damage or loss of property or personal belongings left on the premises before, during and after the function, except were caused or contributed to by the act or omission of Jensens Restaurant. The function organiser is responsible for any damage sustained or loss to Jensens Restaurant fixtures or fittings, whether by their own actions, their guests, or contractors.

Cancellation

For any Private dining room events that are cancelled outside 2 week (14 days) prior to the function date will just incur the loss of the \$500.00 non-refundable deposit. Cancellations within 2 week (14 days) to the event date, may incur an additional cancellation fee of \$50.00 per person.

Minimum Spend requirement

Should the minimum spend not be met at the conclusion of your event there will be an open fee applied onto the bill to bring you up to the minimum spend requirement.

Whilst we try to ensure that all events get the most out of the room and spend, it is not Jensens nor the waiter's responsibility to ensure that the minimum spend is reached.

If you have not made the minimum spend at the end of your event, Jensens will not offer gift cards or transfer of spend to use another time, take away food or alcohol.

Minimum spend can vary on major calendar event days. Additional Surcharges may apply on public holidays.

BOOKING FORM

To secure your booking for The Cellar, please complete Event and Credit Card details below and sign at the bottom of the page.

Please return the completed form to Jensens Events manager via email at events@jensensrestaurant.com.au

FULL NAME:		
EMAIL:		HOST CONTACT NUMBER:
DATE OF FUNCTION:	TIME:	NUMBER IN PARTY: Adults: _____ Children: _____
FUNCTION OCCASION: <i>eg: John's 40th Birthday</i>		
FOOD MENU OPTION: <input type="checkbox"/> 2 COURSE Entrée/Main <input type="checkbox"/> 2 COURSE Main/Dessert <input type="checkbox"/> 3 COURSE Entrée/Main/Dessert		
DIETARY REQUIREMENTS FOR GUESTS: <i>MUST BE ADVISED NO LATER THAN 48HR TO EVENT</i>		
Tv Requirements: <i>(if applicable)</i> _____		
CREDIT CARD DETAILS: Type of Card: AMEX VISA MASTERCARD Name of Cardholder: _____ Credit Card Number: _____ Expiry Date: _____ CCV: _____ Signature of Cardholder: _____		

By signing this booking form, I agree to all Terms and Conditions outlined in The Cellar functions package, and approving Jensens to charge the provided credit card for the deposit and have on file for any cancellations or damages that may occur.

I have read and understand the terms and conditions

Name

Signature

Date