



Features: *free room hire, discounted drinks, personal bar*

Max Guests: *up to 80 guests*

Audio: *Dj booth or ipod connectivity, microphone*

Visual: *large TV for photos/visuals*



email: functions@theargylehouse.com.au
phone: 02 4929 5333



ARGYLE HOUSE FUNCTIONS

FUNCTION ROOM AVAILABILITY

Argyle House function rooms are available for all functions except bucks nights and 18th birthday parties. Argyle House have a range of rooms available to accommodate intimate functions of up to 30 people or larger parties which cater for up to 200 guests.

Celebrate your function at Argyle House on Wednesdays and Saturdays from 7pm -11pm.

ROOM HIRE FEES, BOOKINGS AND DEPOSITS

Argyle House function rooms are free to hire based on a minimum bar spend of \$700. The amount does not need to be paid by you as long as it is reached by the end of your function, the function coordinator will be able to explain this more.

A tentative booking can be placed on the room for a period of two weeks from the enquiry date, until a deposit is made to confirm the room. To book a room, please contact us via email functions@theargylehouse.com.au or phone 02 4929 5333.

A \$200 deposit is required, the deposit is fully refundable as long as your minimum spend on the bar is reached and there is no damage to the room. Deposits are non-refundable if your function is cancelled within 4 weeks of the function.

GUESTLISTS

A complete guestlist will be required, please submit the guestlist as soon as possible; please ensure it is typed up and in alphabetical order.

All guests at functions will receive complimentary entry until 10pm
Guest numbers and function details are to be confirmed and sent one week prior to the function date.

CATERING

The Argyle House offers a range of platters from Sienna Café (Travelodge) but you may supply your own platters. We do not have facilities to heat food but we can refrigerate for you. Please speak to the function coordinator for ideas on food.

DRINKS PACKAGES

As part of your function, Argyle House function rooms come with drink discounts for the duration of your function (excluding time extensions). The Argyle House has a large variety of local and imported premium products to suit requirements.

The AA Co. has four seasonal products on tap. Please ask our functions manager for a detailed list of our range.

BARACCOUNTS

If you would like to shout your guests drinks or offer them discounted drinks, a 'dry till' can be setup to accommodate these facilities. The bar account must be paid upfront by cash or card and can be limited to drinks you choose. Management will advise you when your bar account is reaching its limit and give you the option of increasing the account if you wish.

STAFFING

Bar staff and security are provided as part of your function. If you are catering at your function, wait staff can be hired for your function to serve food for an hourly fee.

MUSIC, ENTERTAINMENT AND EQUIPMENT

DJs: Argyle House function rooms have either a DJ booth, iPod connectivity or both.

DJs can be booked through the venue or you can request to supply your own DJ- there is a small fee if using your own DJ for equipment hire and some additional paperwork, please speak to your function coordinator for more information. Any damage made to the equipment by the DJ or his entourage becomes your responsibility.

iPod Connectivity: Argyle House function rooms have a party iPod which can be made available for you or you can supply your own iPod to play during your function.

Microphones: can be made available in most rooms except The Patio.

Visuals: Argyle House function rooms have their own flat screen TVs which can play your own movies, presentations or photos from a USB stick.

DECORATIONS

Feel free to decorate Argyle House function rooms to fit in with a theme for your function. We only allow Blu-Tac to fix decorations to walls. Balloons must be weighted down to save them from getting caught up in fans and lighting fixtures.

ARGYLE HOUSE RULES

Security monitor the guests who enter the venue. Argyle House function rooms are managed by security who abide by the Responsible Service of Alcohol and monitor unacceptable behaviour inside Argyle House function rooms. All guests of Argyle House function rooms are asked to treat Argyle House function rooms and the staff with respect. Anyone who is asked to leave the venue must do so and won't be able to return to Argyle House for the remainder of the night!

Any damage caused to Argyle House function rooms by any guest of Argyle House function rooms will acquire repair or cleaning costs. If the person who caused the damage is not found, you will take responsibility of the repair or cleaning costs.

Management reserves the right to refuse entry to any patrons entering Argyle House. Please make aware to all your guests that they won't be allowed to enter the venue if they are intoxicated, showing signs of anti social behaviour or found to be drinking in the vicinity of the venue.

Argyle House is an 18+ venue and all guests must have their ID scanned upon entry.

DRESS CODE

Argyle House function rooms must follow our dress code listed in house policy published on our website. As a general rule, all patrons must be clean, neat and tidy. No singlets, sandals/thongs fighting brands, big logos, sneakers/runners, tracksuit pants, hoodies or any type of headwear.

Feel free to email or call our functions manager,
who will tailor a package to suit your needs.
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