



Quality Hotel NOAH'S *On the Beach*

Newcastle's ONLY Beach Front  
Function Venue

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## **Beach your Business with Confidence**

At Quality Hotel NOAH'S On the Beach, we will take care of all your business requirements.

Organisation is our business, so let us organise your conference, meeting or event! We will arrange all the details from notebooks and pens to electronic equipment and catering. We will also coordinate any extra activities or tours you may require.

At Quality Hotel NOAH'S On the Beach we will advise you on the best package for your company to ensure your 'business' runs smoothly and successfully.

## **Beyond business**

Quality Hotel NOAH'S On the Beach goes beyond the requirements of business, we hope to make your time with us as easy and as comfortable as possible.

Whether you are planning a conference, a meeting, a cocktail party or an event that requires multiple gatherings, our rooms can be set to suit your needs. Our purpose built meeting facilities coupled with our experienced Functions Team will deliver a meeting experience that exceeds all expectations. A dedicated Functions Coordinator will assist with all aspects of your meeting from planning through to execution, leaving you free to achieve your meeting goals.

## 4. FLEXIBLE FORMATIONS



The function rooms at Quality Hotel NOAH'S On the Beach offer maximum flexibility with a minimum of fuss. Roller door access to our Prelude Foyer and generous access doors allow for large product displays and motor vehicles.

### Technical Equipment

We are fully equipped to handle all your technical requirements. Audio Visual Experts can ensure you receive the latest technical and creative support to theme and stage your event.

Wireless broadband internet access is available in all accommodation rooms, meeting rooms and public areas. We also have a 24 hour business centre.

### Room with a View

91 Accommodation rooms offer different views of Newcastle and its surrounds. Standard rooms overlook Newcastle's historic East End, Harbour View Rooms overlook Newcastle's bustling Harbour and Foreshore and Ocean View rooms offer a spectacular view of the Pacific Ocean across Newcastle Beach.

All rooms feature a balcony and décor that reflects the ocean setting. In addition to high speed wireless internet access, rooms provide Foxtel and all expected amenities and services. Delegates accommodation can be coordinated as part of your package with all your partner's needs catered to.

## 5. ROOM HIRE DETAILS



### **BOARDROOM**

Our Boardroom is located on the 6<sup>th</sup> floor with a wall of glass overlooking Newcastle's Harbour, foreshore parklands and historic East End district. It is generally kept in a formal boardroom formation and seats up to 16 people comfortably in that style. *Weekday Hire \$185.00 - Saturdays, Sundays & Weddings \$220.00 - Sunday of a long weekend & public holidays a 10% surcharge will apply.*

\*Please note that the Boardroom has a minimum catering spend of \$200.00.

### **HARBOUR VIEW ROOM**

The Harbour View Room is also located on the 6<sup>th</sup> floor of the Hotel, with 2 walls of glass overlooking Newcastle's Harbour, foreshore parklands and central business district. The views are spectacular through the day and the night light views are especially amazing; making the room perfect for intimate dinners or cocktail parties. This room seats up to 40 people. *Weekday Hire \$210.00 - Saturdays, Sundays & Weddings \$250.00 - Sunday of a long Weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Harbour View Room has a minimum catering spend of \$300.00.

### **PROMENADE ROOM**

Our Promenade Room forms part of our ground floor function wing, which overlooks Newcastle Beach and the Pacific Ocean. This room has floor to ceiling windows on two of its ocean sides with a large corner window. The room also features hidden vehicle access for easy loading and unloading of large displays. The Promenade room seats up to 70 people or 60 people with a dance floor. *Weekday Hire \$350.00 - Saturdays, Sundays & Weddings \$450.00 - Sunday of a Long Weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Promenade Room has a minimum catering spend of \$500.00.

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### **PACIFIC ROOM**

The Pacific Room has a wall of glass overlooking Newcastle Beach and the Pacific Ocean. It is located on the ground floor of the Hotel and features hidden vehicle access for easy loading and unloading of large displays. The room seats up to 150 people or 80 people with a dance floor. *Weekday Hire \$400.00 – Saturdays, Sundays & Weddings \$600.00 – Sunday of a Long Weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Pacific Room has a minimum catering spend of \$800.00.

### **PACIFIC EAST ROOM**

The Pacific East Room is located on the ground floor and makes up one half of the Pacific Room. With ceiling to floor glass windows looking out over stunning Newcastle Beach, this is the perfect room for smaller gatherings such as corporate meetings, breakout sessions and private cocktail functions.

*The Pacific East Room seats up to 50 people. Week day Hire \$230.00- Saturdays, Sundays & Weddings \$300.00, Sundays of a long weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Pacific East Room has a minimum catering spend of \$300.00.

### **PACIFIC WEST ROOM**

The Pacific West Room makes up the other half of the Pacific Room and is also located on the ground floor. Offering natural light to create a unique environment for private lunch functions or an intimate private dinner.

*The Pacific West Room seats up to 50 people. Week day Hire \$230.00- Saturdays, Sundays & Weddings \$300.00, Sundays of a long weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Pacific West Room has a minimum catering spend of \$300.00.

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## PROMENADE BALLROOM

Our "Promenade Ballroom" is located on the ground floor of the hotel looking out over Newcastle Beach and the Pacific Ocean. A unique room with floor to ceiling windows on two of its ocean sides with a large corner window. With ornamental ceilings and marbled blue colouring, the *Promenade Ballroom* provides a wonderful, elegant atmosphere for any function. The Promenade Ballroom seats up to 200 people or 110 with a dance floor. Minimum numbers for weddings in the Ballroom are 91 persons. *Weekday Hire \$560.00—Saturdays, Sundays & Weddings \$670.00, Sundays of a long weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Promenade Ballroom has a minimum catering spend of \$1200.00

## BALLROOM

Our "Ballroom" is the dramatic combination of both the Pacific and Promenade Rooms. The Ballroom features two walls of floor to ceiling glass windows with breathtaking views of Newcastle Beach & the Pacific Ocean. With ornamental ceilings & marbled blue colouring, the Ballroom provides a wonderful, elegant atmosphere for any large function. The Ballroom seats up to 300 people or 170 people with a dance floor. Minimum numbers for weddings in the Ballroom are 111 persons. *Week day Hire \$710.00-Saturdays, Sundays & Weddings \$850.00, Sundays of a long weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Ballroom has a minimum catering spend of \$1600.00.

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## PRIVATE DINING ROOM

Treat your guests to the ultimate dining experience in our award winning restaurant Jonah's On the Beach. Your very own private dining room overlooking spectacular Newcastle Beach. Noah's On the Beach is Newcastle's ONLY beachfront Restaurant. The Private Dining Room seats up to 40 people. *Weekday Hire \$230.00—Saturdays, Sundays & Weddings \$300.00, Sundays of a long weekend & Public Holidays a 10% surcharge will apply.*

\*Please note that the Private Dining Room has a minimum catering spend of \$300.00

## INCLUSIONS

Room Hire charges are inclusive of the following:

- ◆ Dedicated Function Co-ordinator
- ◆ Tables dressed with white linen cloths, (napkins, cutlery & glassware if required)
- ◆ Iced Water and Mints
- ◆ Notepads and Pens
- ◆ Projection Screen
- ◆ Standard Sound Equipment
- ◆ Standard Whiteboard
- ◆ Flip Chart Stand
- ◆ Complimentary Carparking

Conditions apply. Please refer to our terms and conditions.

\*Prices subject to change.

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## CONFERENCE CATERING PACKAGES

### Package 1

- ◆ Tea & Coffee on arrival
- ◆ Morning Tea inclusive of tea/coffee & freshly baked items from NOAH'S Kitchen
- ◆ Lunch Option 1—lighter option (see overpage)
- ◆ Afternoon Tea inclusive of tea/coffee & freshly baked biscuits

Cost per delegate \$45.00

### Package 2

- ◆ Tea & Coffee on arrival
- ◆ Morning Tea inclusive of tea/coffee and a selection of freshly baked items from NOAH'S Kitchen
- ◆ Lunch Option 2 (see overpage)
- ◆ Afternoon Tea inclusive of tea/coffee and a selection of freshly baked items from NOAH'S Kitchen

Cost per delegate \$50.00

### Package 3

- ◆ Tea & Coffee on arrival
- ◆ Morning Tea inclusive of tea/coffee and a selection of freshly baked items from NOAH'S Kitchen
- ◆ Lunch Option 3 (see overpage)
- ◆ Afternoon Tea inclusive of tea/coffee and a selection of freshly baked items from NOAH'S Kitchen

◆ Cost per delegate \$55.00

\*Minimum 10 delegates apply for all conference catering packages

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## LUNCH OPTIONS

### Lunch Option 1

Chef's selection of the following:

- ◆ Gourmet Sandwiches
- ◆ Fresh Fruit Basket with a selection of Whole Fruit
- ◆ Tea, Coffee & Juice

### Lunch Option 2

Chef's selection of the following:

- ◆ Freshly Baked Assorted Breads
- ◆ Hot Fork Dish
- ◆ Selection of Salads
- ◆ Fresh Sliced Fruit Platter + a Basket of Whole Fruit
- ◆ Tea, Coffee, & Juice

### Lunch Option 3

Plated Lunch served to your function room or in Jonah's Restaurant

- ◆ Cheese Platter
- ◆ Fresh Fruit Platter
- ◆ Tea, Coffee & Juice

Chef's choice of 2 from the following examples (served alternately)

- ◆ Grilled Salmon Fillet with Baby Bok Choy, Ginger and Shallot Dressing
- ◆ Roasted Scotch Fillet with Potato Puree, Steamed Greens and Red Wine Jus
- ◆ Chicken Supreme served with Chat Potatoes, Asparagus and a Tomato Sauce
- ◆ Chicken Schnitzel with Steak Fries and Salad
- ◆ Tempura Fish Fillets with Steak Fries and Salad

For a comprehensive quotation please contact our functions coordinator on 02 4929 5181 (ext 5) or email [functions@noahsonthebeach.com.au](mailto:functions@noahsonthebeach.com.au)

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## **BREAKFAST FUNCTIONS**

### **Continental Breakfast Buffet (minimum 20 guests)**

- ◆ Pastries & Muffins, Sliced Fruit & Yoghurt, Cereal & Muesli, Assorted Breads & Toast,
- ◆ Tea, Coffee & Juice  
\$18.00 per person

### **Continental Breakfast to the centre of each table**

- ◆ Pastries & Muffins, Cereal & Muesli, Assorted Breads & Toast, Sliced Fruit,
- ◆ Tea & Coffee & Juice  
\$20.00 per person

### **Individually Plated Hot Breakfast with Pastries and Fruit to the centre of the table**

- ◆ Selection of Pastries and Fresh Fruit to the centre of the table
- ◆ Scrambled Eggs with Sausage, Hash Brown, Tomato, Bacon, Mushrooms and Toast
- ◆ Tea, Coffee & Juice  
\$28.00 per person

### **Hot & Cold Breakfast Buffet (minimum 20 guests)**

- ◆ Continental Breakfast Buffet + Hot Buffet consisting of Sausage, Hash Brown, Tomato, Scrambled Eggs, Bacon & Mushrooms
- ◆ Tea, Coffee & Juice  
\$30.00 per person

## 12.CANAPES & PLATTERS

### COLD CANAPES

- ◆ Spicy Capsicum Cups with Basil Pesto and Crispy Prosciutto
- ◆ Fresh King Prawns and Avocado Mousse on Crisp Bread with Salmon Pearl
- ◆ Mirin and Soy Marinated Oyster Spoons with Pickled Ginger and Baby Coriander
- ◆ Smoked Salmon on Cucumber Rounds with Dill Crème Fraiche
- ◆ Rotolo of Roasted Pumpkin, Capsicum, Rocket Lettuce, Feta Cheese and Tomato Jam
- ◆ Goats Cheese on Olive Toast with Onion Compote
- ◆ Tomato, Cheddar and Baby Basil Bruschetta
- ◆ Thinly Sliced Beef with Caramelized Onion and Horseradish Cream
- ◆ Assorted Sushi

### HOT CANAPES

- ◆ Pine Nut, Parmesan and Prosciutto Scrolls
- ◆ Lemon Myrtle Chicken Skewers with Tomato Chutney
- ◆ Tempura King Prawns with Assorted Dipping Aiolis
- ◆ Crisp Tomato Tartlets with Pesto, Zucchini and Balsamic Glaze
- ◆ Chili Salted Squid with Fresh Lime
- ◆ Various Flavoured Mini Quiches
- ◆ Japanese Kara Age Chicken with Soy Dipping Sauce
- ◆ Sweet Corn and chili Cous Cous Fritters
- ◆ Feta Cheese and Oregano Tartlets with Char Grilled Red Pepper
- ◆ Thai Chicken Satays
- ◆ Baby Veal Tortellini with Tomato Sauce and Parmesan
- ◆ Moroccan Lamb Skewers with Coriander Aioli
- ◆ Prawn and Chicken Wontons with Lemongrass and Chili
- ◆ Blue Cheese/Goats Cheese Tartlets
- ◆ Teriyaki Salmon Skewers with Toasted Sesame Seeds

*The following packages are based on Chef's selection of the above options*

<b>½ hour service</b>	(3 pieces pre dinner only)	@ \$10.00 pp
<b>½ hour service</b>	(5 pieces per person)	@ \$14.00 pp
<b>1 hour service</b>	(8 pieces per person)	@ \$20.00 pp
<b>1.5 hour service</b>	(11 pieces per person)	@ \$26.00 pp
<b>2 hour service</b>	(14 pieces per person)	@ \$32.00 pp
<b>2.5 hour service</b>	(17 pieces per person)	@ \$37.00 pp

### PLATTERS

Suitable for 10 people

- ◆ **Crudités**—Vegetable Sticks & Dips—\$45 per platter
- ◆ **Fresh Fruit** - \$50 per platter
- ◆ **Sandwiches**—A Selection of Closed Sandwiches—\$65 per platter
- ◆ **Hot Finger Food**—A Selection of Hot Finger Food from the list above—\$80 per platter
- ◆ **Cheese** - A Selection of Australian Farmhouse Cheeses and Water Crackers—\$60 per platter
- ◆ **Antipasto**—Turkey, Beef, Salami, Ham, Pepperoni, Roasted Eggplant, Capsicum, Olives, Semi-dried Tomatoes, Asparagus, Artichoke, Chutney/Relish & Crispy Lavosh—\$70 per platter

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## FUNCTION DRINKS

### Beverage Packages

- ◆ 1 hour \$15.50 per person
- ◆ 2 hour \$22.00 per person
- ◆ 3 hour \$29.00 per person
- ◆ 4 hour \$34.00 per person
- ◆ 5 hour \$38.00 per person

### Drink Packages inclusive of:

- ◆ Killawarra Brut & Killawarra Strawberry Dusk
- ◆ Thomas Mitchell Semillon Sauvignon Blanc—Barossa
- ◆ Thomas Mitchell Cabernet Merlot—South Eastern Australia
- ◆ Tooheys Extra Dry,
- ◆ Tooheys New,
- ◆ XXXX Gold,
- ◆ Victoria Bitter,
- ◆ Pure Blonde
- ◆ Hahn Premium Lite
- ◆ Soft Drinks & Orange Juice

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### Drinks Charged on Consumption

- ◆ Thomas Mitchell Semillon Sauvignon Blanc \$25.00/bottle
- ◆ Thomas Mitchell Cabernet Merlot \$25.00/bottle
- ◆ Killawarra Brut & Killawarra Strawberry Dusk \$25.50/bottle

### Beer

- ◆ Hahn Premium Lite - \$4.50
- ◆ Tooheys New, Victoria Bitter - \$5.00
- ◆ XXXX Gold Mid Strength—\$4.80
- ◆ Tooheys Extra Dry—\$5.50
- ◆ Pure Blonde—\$5.50
- ◆ Crown Lager, Blue Tongue Lager, James Boags Premium, Coopers Pale Ale - \$7.00

### Soft Drinks

- ◆ Lemonade, Coca Cola, Diet Coke, Lemon Squash, Orange Juice, Dry Ginger Ale, Tonic Water, Mineral Water & Soda Water \$4.00 per glass or \$14.00 per carafe
- ◆ 100% fresh pulp free juice \$4.00 per glass or \$18.00 per carafe

### Non-Alcoholic Punch

Suitable for approximately 20 people- \$42.50

### Spirits

From \$6.50 per nip (includes mixer)

Quality Hotel NOAH'S On the Beach complements exciting cuisine with an extensive cellar featuring the best Australian and International Wines. Please contact our Function Coordinator for a complete beverage list from which you can create your own package.

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**GOURMET MENU 1** 2 choices from each course, served alternately

### **Entrée**

**RICOTTA, PUMPKIN AND HERB ARANCINIS**

With Aioli and Balsamic Syrup

**POTATO, BACON AND LEEK SOUP**

With Prosciutto Dust and White Truffle Oil

**MARINATED LAMB ON A SMOKED EGGPLANT TARTLET**

With Ratatouille Vinaigrette

**CRISP VIETNAMESE PORK, GINGER AND GLASS NOODLE ROLLS**

With Traditional Dipping Sauce

**RAVIOLI OF VEAL**

With a Caramelised Onion and Tomato Marmalade, Feta, Pine Nuts & Basil Pesto

### **Main**

**ROASTED SCOTCH FILLET**

With Potato Puree, Mixed Mushrooms and Wilted Spinach

**FILLET OF SALMON**

On Herb Crushed Chats with Asparagus Spears and Sauce Hollandaise

**SUPREME OF CHICKEN**

Flavoured with Coriander and Lemongrass on Asian Greens with Sticky Rice

**CARAWAY ROASTED PORK LOIN**

With Pear Puree, Sweet Potato and Fresh Steamed Green Beans

**BAKED SEMOLINA GNOCCHI**

With Sauce Peperonata, Goats Cheese and Black Olives

### **Dessert**

**APPLE & RHUBARB CRUMBLE**

Served warm with Double Cream

**CHOCOLATE CRÈME BRULEE**

With Hazelnut Biscotti

**STRAWBERRY MERINGUE ROULADE**

With Mascarpone and Fresh Berry Coulis

**BAKED VANILLA CHEESECAKE**

Served with Kahlua Cream and Coffee Syrup

**TANGY LEMON PANNA COTTA**

With Blackberry Compote

\$50.00 – per person for 2 course

\$60.00 – per person for 3 course

\*Minimum 20 guests

## 16. GOURMET MENU 2 2 choices from each course, served alternately

### Entrée

#### **GOATS CHEESE TORTELLINI**

With Sage Butter, Asparagus Tips and Walnuts

#### **FRESH LOCAL KING PRAWNS**

With Crab Cakes, Aioli, Gremolata and Baby Leaves

#### **BRANDADE OF BARRAMUNDI SOUP**

With 'Pukara Estate' Lemon Oil and Fresh Chervil Sprigs

#### **SALAD OF ROCKET LEAVES, PROSCIUTTO AND FETA CHEESE**

With Air Dried Tomatoes, Crushed Toasted Almonds and Vincotto Dressing

#### **MASTERSTOCK BRAISED STICKY PORK BELLY**

With a Chilli Caramel Glaze and Thai Herbs

### Main

#### **TUNISIAN INSPIRED CURRY OF CHICKPEAS, PUMPKIN AND EGGPLANT**

Wrapped in Brik Pastry on Carrot Puree topped with Coriander Yoghurt

#### **GRILLED FILLET OF BLUE EYE TREVALLA**

On Green Beans, Olives and Kipfler Potatoes with a Roasted Tomato, Lemon and Caper Sauce

#### **TRUFFLED SUPREME OF CHICKEN**

With an Asparagus, Leek and Crème Fraiche Tart, Crispy Speck and a Porcini Cream Sauce

#### **TENDERLOIN OF BEEF**

On Kumera Mash with Red Onion Marmalade, Roasted Tomato and Port Wine Jus

#### **DUKKAH CRUSTED LAMB LOIN**

With Pomegranate Molasses, Preserved Lemon and Confit Garlic Mash

### Dessert

#### **FRESH STRAWBERRIES**

Set in a Champagne Jelly with 'King Island' Double Cream

#### **TOASTED CINNAMON BROICHE**

With Roasted Apples and Vanilla Anglaise

#### **HONEYCOMB PROFITEROLES**

With warm Chocolate Sauce and Crushed Honeycomb

#### **HONEY AND CHAI TEA PUDDING**

With an Almond Mousse

#### **DATE AND MASCARPONE TART**

With Lemon Curd and Vanilla Ice Cream

\$55.00 – per person for 2 course

\$65.00 – per person for 3 course

\*Minimum 20 guests

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## **Leisure and Team Building Activities to Consider...**

### **Newcastle Surf Club**

Have fun ON the beach... your own chef will provide you with a gourmet barbecue. Delegates can play beach volleyball, surf and then dance the night away. Club capacity 80.

### **Tai Chi, Aerobics and Pilates on the Beach**

There is no better way to start your morning than a session of Tai Chi, Aerobics or Pilates on the Beach. We can arrange a fully qualified instructor to meet your group on the beach – just a few steps away!

### **Stockton Sand Dune Adventures**

A unique range of adrenaline-charged adventures are available in a breath-taking mini desert setting. Inimitable team building activities are available on the largest moving coastal sand mass in the Southern Hemisphere. Enrich your delegates with an adventure catering to varied involvement levels.

### **Dunes To Dolphins Tour**

Four-wheel drive along Stockton beach and across 30m high sand dunes, view the Sygna wreck and WWII sites, discover Tin City & dig for pipis. Sand Board down massive dunes, lunch at one of Nelson Bay's great cafes, cruise the bay to get up close & personal with Port Stephens resident dolphins. Visit a winery for a private tasting.

### **Moonshadow Cruises**

Moonshadow cruises offer private charters and scheduled cruises between November and May each year. As an after meeting relaxation or pre dinner cocktail event, cruise the ever changing water ways of Newcastle Harbour.

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### **Hunter Water Experiences**

Want a thrill ride? An inflatable speedboat on Newcastle Harbour provides delegates with an action packed, fun filled activity. Experience Harbour Highlights, Beautiful Beaches, Historic Morpeth or you can even create your own experience and maybe include a surfing safari.

### **Hunter Valley Wine Tasting & Tours**

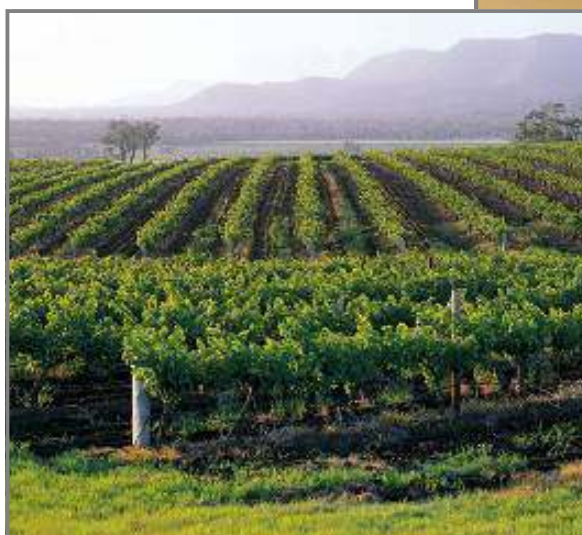
Quality Hotel NOAH'S On the Beach can bring the Hunter Valley to the Hunters' Coast by offering private wine tasting from the Hunter Valley's leading vineyards, without even leaving the picturesque setting of Newcastle Beach. Private bus tours can also be arranged for those groups who wish to experience the vineyards first hand.

### **Newcastle's Famous Tram**

As proud supporters of Newcastle's Famous Tram there is no better way to discover the unique attractions of Australia's sixth largest and second oldest city. Experience the beauty of Newcastle, as well as the astonishing blend of history and lifestyle that makes up this splendid city. Enjoy a 45 minute journey through Newcastle's major attractions. Private tours can be arranged.

### **Golf**

Why not include a round of 18-holes of golf on one of the Hunter Region's famous championship golf courses, easily accessible from Quality Hotel NOAH'S On the Beach.



## FUNCTIONS TERMS & CONDITIONS

Thank you for choosing Quality Hotel NOAH'S On the Beach (the Hotel) as the venue for your event. To confirm your event, please sign your agreement to the following Terms and Conditions and return with your deposit.

**1. Confirmation Of Booking:-** Bookings are confirmed only when a deposit has been paid, equal to the amount of the total Room Hire, along with a signed copy of these terms and conditions.

**2. Choosing Your Menu:-** In order to meet your catering requirements, the Hotel requires a minimum of two (2) weeks notice for menu selections. Menus are subject to change.

**3. Confirmation of Final Arrangements:-** Accurate attendee numbers, beverage selections and seating plans must be confirmed at least seven (7) days prior to your function. The Hotel will charge for the number confirmed at this time, even if fewer attend. Any alterations requested within the seven (7) days cannot be guaranteed and a surcharge may apply.

**4. Function Room/s:-** Room Hire fees cover from the start to the finish time confirmed for your event. Events that exceed eight (8) hours will incur an additional room hire fee. The hotel reserves the right to assign an appropriate alternate room for your function at their discretion. You are required to vacate your function room at the time specified on your banquet event contract. All day functions must finish and vacate the room by 5pm. Function extending after 5pm will incur evening room hire fees, and are subject to availability.

**5. Surcharges:-** If confirmed room hire times are extended additional room hire charges will apply. Extension of time must be confirmed by prior arrangements. A surcharge of 10% will apply to the total cost of the event on Public Holidays. On Sundays of long weekends, functions must end by 11pm or a 10% surcharge will apply.

**6. Function Cancellations:-** Cancellations must be notified in writing and refunds will be based on the following:

- **Sunday - Friday Functions:** Notification of cancellation more than sixty (60) days prior to the event date will result in a full refund of deposit dependant on the space being re-sold. More than thirty (30) days but less than sixty (60) days, 50% deposit refunded only if the space is re-sold. No refund will be made, due to costs incurred, for notice of thirty (30) days or less.
- **Saturday Functions:** Notification of cancellation more than one hundred and twenty (120) days prior to the event date will result in a full refund. More than sixty (60) days but less than one hundred and twenty (120) days full refund of any deposit dependant on the space being re-sold. More than thirty (30) days but less than sixty (60) days, 50% refund of any deposit dependant on the space being re-sold. No refund will be made for notice of thirty (30) days or less.
- The Hotel reserves the right to charge full room hire & catering costs for a cancellation of seven (7) working days or less.

**7. Accommodation Cancellations:-** Cancellations must be notified in writing and refunds will be based on the following:

- Notification of cancellation of rooms more than thirty (30) days prior, will receive a full refund.
- Notification of cancellation less than thirty (30) but more than seven (7) days will incur first nights accommodation, unless rooms are resold.
- Notification of cancellation of rooms less than seven (7) days full stay will be charged, unless rooms are resold..

**8. Payment Of Account:-**

- Private functions must have confirmed numbers pre-paid at least seven (7) days prior to the event. Additional costs incurred during event must be paid on departure.
- Company events—balance must be prepaid or paid by credit card on departure. In the event that a seven day account has been approved, an invoice will be issued. If payment is not received within seven (7) days, the hotel reserves the right to add interest charges to the account at the rate of current bank overdraft interest. Accounts outstanding after fourteen (14) days will be turned over to a collection agent who will add their fees to the account. Payment of your account will be accepted by cash, company or bank cheque, EFT or Credit Card, No personal cheques

**9. Price Variations:-** The Hotel will endeavour to honour all quoted prices however, prices are subject to change at any time. Where children's prices are referred to, a child is considered to be under the age of thirteen (13) years.

**10. Damage:-** Clients are financially liable for any damage sustained to the Hotel property whether by their own action or through the action of their guests, contractors or sub-contractors. The Hotel does not allow any item to be nailed, screwed, stapled or adhered to any wall, door or other surface or part of the Hotel, as you will be responsible for damage to any surfaces. The use of naked flame candles is not permitted unless the flame of the candle is enclosed. Confetti and small glitter is not permitted. Cleaning charges will apply if these items are used.

**11. Signage:-** No signage is to be displayed in public areas of the Hotel, without approval by the Hotel's management.

**12. Insurance:-** The Hotel takes no responsibility for loss or damage to the property of clients, guests or their contractors. We recommend you arrange your own insurance. It is also the responsibility of the client to provide personal insurance cover for your employees, guests and contractors. In addition the Hotel can accept no responsibility for any personal injury incurred externally to the property.

**13. Responsible Service Of Alcohol:-** The Hotel upholds the principles of responsible service of alcohol. It is an offence to supply liquor to persons under the age of 18 years and the penalty is severe. Clients are asked to ensure that under age persons amongst their guests are not supplied with liquor. Our staff will refuse to serve liquor in any case where the person is suspected of being under age until photographic identification can be produced. Service will be refused to any persons who show signs of intoxication. Due to licence requirements we are unable to allow any liquor to be brought onto or removed from the premises.

**14. Advertising:-** The client must seek approval from management prior to any advertising of the Hotel or Jonah's On the Beach Restaurant in any form of media. The correct name and company logo must be obtained from the Hotel for use in advertisements. Any unauthorised use of the Hotels name will result in management requesting the advertisement be pulled from the media.

**15. Miscellaneous:-** Strike, lockout, fire, water damage, delivery restrictions or other circumstances outside the control of the Hotel which make it impossible for the Hotel to fulfil the agreement, entitle the Hotel to cancel the arrangement without any responsibility to reimburse indemnification or any other compensation to the customer. The Hotel reserves the right to:- exclude or remove from the premises any objectionable persons and guest property without liability; relocate function space; cancel the function if the management of the Hotel is of a belief that the function will affect the smooth running of the Hotel business either in regard to security, reputation or is objectionable in the eyes of the law of the state.

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**Notes:**



**Quality Hotel NOAH'S On the Beach**  
Cnr Shortland Esplanade & Zaara Street, Newcastle 2300  
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