

# Additional T's & C's

**Hola!** Below are some extra details we want you to know so we can ensure your booking runs smoothly. Have a read, and any questions just let us know.

**Confirmation** - All event pax and dietaries are required to be confirmed a minimum of two weeks prior to the booking date. You will be contacted in the lead up to your event for details.

## Menus

- All our set menus are designed to share. Sample menus are sample only and subject to change depending on seasonal availability and chefs choice.

**Capacity/Space Hire** - Depending on the type of function, it will fall under one of the following categories:

- **Pavilion** ~ \$250 cost to hire. Minimum 15 pax or minimum spend requirement for < 15 pax. Maximum 32 pax seated or 50-60 pax stand-up style and flowing onto lawn area.
- **Restaurant** (during trading hours) ~ No charge, maximum 20 pax.
- **Buy Out** (during or outside of trading hours) ~ Full venue. Minimum spend requirement of \$7,500 Monday - Thursday and \$9,000 Friday - Sunday. Maximum 150 pax.

*'Buy Out of El Estanco's full venue for an event requires you to meet a minimum payment per above. Menu selection price + drinks package will be calculated per person. If this does not meet the minimum, a payment is required to meet this. Anything above the minimum is required to be paid at the end of the event.*

## Deposits/Pre-Authorisation

- If you would like to go ahead with your booking, a confirmation link will be sent through to you. Please follow the prompts to enter your contact information and credit card details for either a pre-authorisation or pre-arranged deposit/payment amount.
- Groups of 20 pax or less dining in our **restaurant** space requires a pre-authorisation amount of \$25 per person to hold the booking date. Please note, no charge is made to your card with this pre-authorisation. You will only be charged if you cancel within 24 hours prior to your booking or you do not show up for your booking.
- If utilising our **pavilion** space, the hire fee (\$250) is required upfront to secure your booking date. This deposit is forfeited if you cancel within 24 hours prior to your event. The total amount (as per menu selection price and total event pax) will be forfeited if you do not show up for your event. If the number of guests drops below the confirmed amount on the day of your event, you will be charged in full for such guest/s (as per menu selection price).
- If your event falls under our **'Buy Out'** category a deposit of \$2,500 is required to secure your booking date. This deposit is forfeited if you cancel within 2 weeks of your event. If you do not show up for your event, you will be charged the total, either \$7,500 or \$9,000 accordingly.
- Please note, all pricing is subject to minor changes depending on seasonal produce increases, public holiday surcharge or staffing costs.

**Decorations/Cleaning** - You or a supplier is welcome to deliver flowers, decoration or styling 2 hours prior to the event.

- All flowers, decoration or styling must be removed, cleaned, or collected at the end of the event, should this not occur a charge of \$60 per hour or part thereof will apply for staff handling. No confetti, rice or other similar substances are permitted.
- Any damages, repairs or cleaning above and beyond the normal standard of cleaning caused by guests whether accidental or otherwise will incur an additional charge (to be determined at our sole discretion). The damages/cleaning will be assessed, and the cost associated will be charged to you. Such damage may include malicious damage, soiling, physical property damage or excessive waste.

**Licensing** - The restaurant currently has a **10:30 pm licence Friday and Saturday** and **9:30pm any other day**. If your event requires an extended licence, please get in touch with us for more details.