

LAMONT'S
- BISHOPS HOUSE -



LAMONT'S - BISHOPS HOUSE
Private Dining Room Package

WELCOME TO LAMONTS

At Lamont's Winery in the Bishops House we focus on casual informal dining in a relaxed atmosphere. We want our guests to feel relaxed and at home while enjoying our premium wines and delectable fare.

Our set menu is designed to suit all special occasions and corporate events. Please ask for an appointment to discuss your event in more detail.

CAPACITY

ROSE GARDEN - UP TO 110

LOWER COURTYARD - UP TO 150

DINING ROOM ONE - UP TO 16

DINING ROOM TWO - UP TO 30

BOARDROOM - UP TO 16

PRIVATE DINING ROOM - UP TO 24

MAIN LEVEL - UP TO 50

BALCONY - UP TO 30

BISHOPS HOUSE PRIVATE DINING ROOM

PARKING

We recommend parking at the Perth Convention Centre directly opposite us on Mounts Bay Road. Street parking is available on Spring Street and Mount Street and there is a Wilson's car park next door that you enter from Spring Street. The Lamont's driveway can be made accessible for deliveries and disabled persons. Prior consent is required to enable the gate to be opened.

SET-UP FEE

All events require a set-up fee and are priced according to the volume of guests and the input required by Lamont's.

HIRE COSTS

Most outdoor events will require furniture hire charges. Any equipment hire is discussed before confirming your booking and a final costing will be presented to you. We have a range of different suppliers who can enhance the atmosphere of your event, please ask for our suggestions or feel free to provide your own requests.

SECURITY

If required Lamont's will be able to organize security and crowd control for your event. In some cases we may insist on their presence and a cost will be discussed before your event.

MARQUEE

we are able to organize the hire of a marquee or other structure for your event. The cost will be agreed upon before the event and will be charged in addition to the food and beverage package.

PRIVATE DINING ROOM MENU OPTIONS

Food Package #1 \$95 per person

Fresh bread and olives on arrival
Choice of 2 entrees, 2 mains and 2 desserts
Side dishes to share with mains
Espresso coffee and tea service

Food Package #2 \$105 per person

Chef's selection of seasonal canapés on arrival
Fresh bread and olives
Choice of 2 entrees, 2 mains and 2 desserts
Sides dishes to share with mains
Espresso coffee and tea service with handmade petit fours

Food Package #3 \$95 per person

6 course seasonal degustation menu
\$165 per person – degustation menu with paired wines

Food Package #4 \$125 per person

Canapés on arrival (choice of 5)
Fresh bread and olives
Choice of 3 entrees, 3 mains and 3 desserts
Sides to share with mains
Premium international cheese selection
Espresso coffee and tea service with handmade petit fours

PRIVATE DINING ROOM DRINKS OPTIONS

Drinks Package #A \$65 per person

Diva IT Prosecco
Apostrophe White and Red
Corona, James Boag Premium Light, Peroni Leggera
Juices and Soft Drinks
Sparkling wines can be requested and charged on consumption

Drinks Package #B \$75 per person

Veuve d'Argent Sparkling Brut NV,
Pazo do Mar 'Expresion' Albarino & Picard Semillon Sauvignon Blanc
Pagos de Familia Langa Peiza El Coll Old Vine Grenache & Oakridge Pinot Noir
Little Creatures Pale Ale, Peroni Nastro, Little Creatures Rogers, James Boag Premium Light
Juices and Soft Drinks

Drinks Package #C \$99 per person

Welcome cocktail on arrival
Pommery Champagne
Lamont's Sauvignon Blanc Semillon & Picardy Chardonnay
Tempo Sangiovese & Lamont's Cabernet
Eagle Bay Kolsch & Peroni Nastro
James Squire Cider & Little Creatures Rogers
James Boag Premium Light
Juice and soft drinks

All Packages are for a 5 hour period, extended hours can be arranged with prior approval.
Additional beverage packages are available on request.

#ALCOHOL SELECTION SUBJECT TO CHANGE AT MANAGEMENT'S DISCRETION

Terms and Conditions

PAYMENT INFORMATION:

Final minimum numbers must be confirmed 7 days prior to the event

Full payment must be received 7 days prior to the date of event; only bank cheques or EFT will be accepted

All Credit Card transactions over \$10,000 incur a 1.6% surcharge

Valid credit card details must be supplied prior to the event for additions to the final approved account

All hire equipment lost or damaged is the responsibility of the client contact named in this document

All functions that require setup of furniture and other equipment will incur a setup fee based on requirements and advised by Lamont's

Our bank transfer details for EFT payment: Bank: NAB, BSB 086 131, account # 480118541 and K Lamont Pty Ltd

(Please state the date of your function & company name on the transaction details for our account tracking purposes, thanks)

BISHOPS SEE GARDENS

The lawn and garden area is privately owned and managed and is part of the heritage listed complex. Access is restricted and cannot be guaranteed by Lamont's. Any damage caused to the lawn and garden area due to the negligence of the clients or their guests will be charged to the client.

SMOKING

The Bishops See precinct, buildings, grounds, gardens and paths are strictly NO SMOKING. Bar service will be restricted to guests who ignore this rule

SPIRITS

Serving spirits at weddings and large events is strongly discouraged. Guests bringing their own alcohol onto the property will be refused service and asked to leave

CONFIRMATION OF BOOKINGS

Lamont's will tentatively hold a booking for a period of ten days. This tentative booking will automatically be cancelled if there has been no confirmation by the client. Confirmation of the booking is verified when Lamont's receives a \$500 non-refundable deposit.

GUARANTEED NUMBERS

A minimum guaranteed number of guests is required seven days prior to the function. This number is the minimum number billed. Final numbers may increase one day prior by a maximum of five persons.

CANCELLATION

Please provide Lamont's with written notice of cancellation. Cancellation less than one month before the event will incur a 50% payment. Any deposits paid to secure a date are non-refundable.

PRICING AND MENUS

At the time of print, the prices quoted on our brochure are correct. All prices and menus are subject to change and may be changed without notice. Prices quoted will not alter once the booking is confirmed.

DAMAGE TO PROPERTY

Lamont's does not accept the responsibility for the cleaning, damage or loss to any client's property left on the premises prior to, during or after an event. Organisers are financially responsible for the damage to fittings, property or equipment by guests or outside contractors. Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface of the building unless approved by the manager. All decorations need to be approved by the functions coordinator. Any damage will be billed accordingly. Please refrain from using any form of confetti, glitter or streamers.

LAWS & REGULATIONS

At no time will the client commit any act or permit its employees, agents or invitees to commit and act that is illegal, noise some or offensive or is in breach of any statutes, by-laws, regulations, or any other provisions having the force of law, included but not limited to the Liquor Licence and Fire Regulations.

PAYMENTS

Corporate clients with current accounts will be sent an invoice via email. All private event packages must be paid in full prior to the event. All credit card payments over \$10,000 will incur a 1.6% credit card fee. A valid credit card number and expiration date must be provided before the event for security purposes and for any additional expenses

Terms and Conditions...continued

NOISE

Any events held at Lamont's must abide by the Environmental Protection (noise) regulation 1996. Noise levels must not exceed 65 dba between 7pm – 7am, Monday to Saturday and 60 dba on Sundays and public holidays and between 7pm - 7am Monday to Saturday. Music must cease at 12am.

FEES & SURCHARGES

All events at Lamont's Bishops House are subject to set-up fees and are charged at a rate compatible to the type of event.

All set-up fees are non-negotiable.

A 25% surcharge is applied to all events booked on public holidays. There is no surcharge for weekend events.

All hired equipment will be charged to the client and added to the total cost of the event. Costings provided by the supplier are correct at the time of booking but are subject to change. Any damage to or loss of hire equipment will be charged directly to the client.

PACKAGES

All wines are subject to availability and change without notice. If changes are required, every attempt will be made to keep it as close as possible to the original selection.

All dinner packages are for a maximum of five hours, and are based on a minimum of sixty guests.

ADDITIONAL MENU SELECTIONS

Additional canapés are \$2.50 per option per person.

Additional entrees are \$5 per person per option. Additional main courses are \$5 per person per option.

Additional desserts are \$5 per person per option

SUB CONTRACTORS

Any sub-contractors or suppliers installing or setting up items and equipment must be pre-approved by Lamont's and may be required to participate in a Bishops See induction course.

We strongly recommend that all clients use our approved list of sub-contractors. The client will be responsible for any contractors, hire companies or suppliers that visit our establishment. We ask that they please respect the grounds and other customers while on our property. A detailed contact list is required of all sub contractors before the commencement of your event; any damage to the building or its surrounds caused by the sub contractor may be billed to the client. Delivery and collection times must be pre arranged with management. Extra charges may apply if a staff person or management is required to be present outside normal trading hours.

BEVERAGE SERVICE

All beverages will be served strictly from the agreed start time of the event. Any beverages required before the agreed start time will be charged on a consumption basis.

All beverage service will conclude 15 minutes prior to the agreed conclusion time and guests will be given an additional 30 minutes from this time to finish their beverages. Lamont's staff will discreetly offer a last round and then the service of all beverages will be concluded. Any beverages served after this point will be charged on a consumption basis.

INTOXICATED PERSONS

Lamont's practices Responsible Service of Alcohol and reserves the right to refuse to serve alcohol to persons who are intoxicated.

DEPARTURE OF GUESTS

Guests are expected to leave quietly and promptly after the event has concluded. Lamont's is prepared to allow guests to stay for an additional half an hour with beverages being on consumption in this time.

Should guests stay longer than thirty minutes, staff charges will apply. This is billable at a rate of \$40 per staff member per hour required to stay to pack up the restaurant. (Only full hours apply). This staff charge is payable on the evening.

All pre-arranged extended stays for more than half an hour will be charged the rate of \$40 per staff member per hour starting from the time the package finishes until the time the bar is closed. A leeway of half an hour will be given for guests to finish their beverages.

Any additional staff or beverage charges are payable on the evening unless arranged prior with management.