

ORIENT HOTEL

SYDNEY SINCE 1844

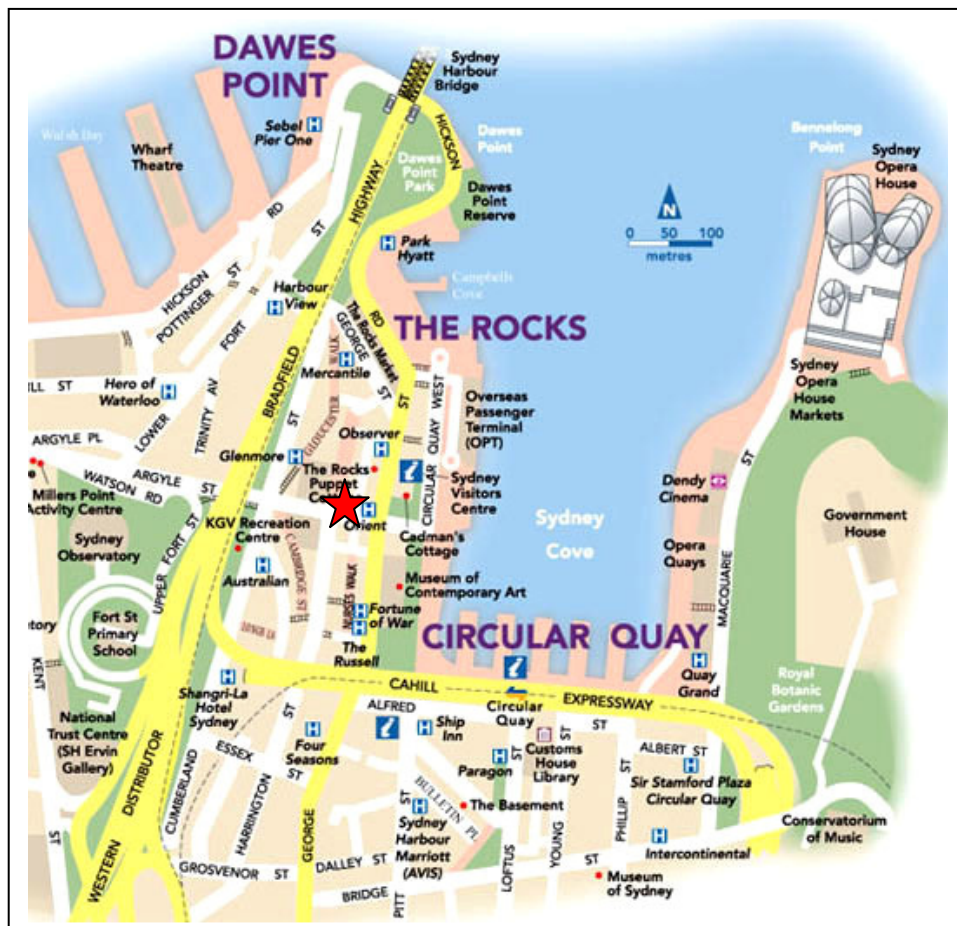
FUNCTION INFORMATION PACK

The Orient is the perfect place for your function with a variety of rooms and menus to suit all needs and budgets.

1. **Choose your date.** Remember, certain periods are busier than others; it's best to book well in advance to avoid disappointment.
2. **Choose your room.** We have several spaces for hire, each a different style, with a different capacity. Details below.
3. **Choose your menu.** Would you like a sit-down affair with full table service or cocktails and canapés instead? We can design a menu to suit your taste and budget. Details below.
4. **Choose your drinks.** Do you want to serve standard beer, wine, champagne and soft drinks or would you like to add spirits and choose particular wines?

Where to find us:

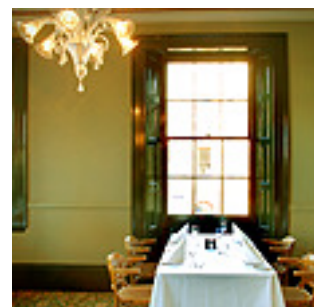
The Orient is located in the heart of Sydney, in the historic Rocks district.



SPACES FOR HIRE

The following spaces are available for functions. Please note, in some cases, a minimum spend may apply.

1. The Orient Restaurant is a formal dining room which has been beautifully renovated and offers the perfect environment for an intimate meal or business lunch or dinner.



Capacity:	60 seated / 80 canapé
Located:	1 st Floor
Menu:	Selection of 4 set menu options Selection of 3 canapé menus Per Portion canapé selections
Beverage Option:	3 and 4 hour Beverage Packs On consumption beverage tabs No cash bar
Restaurant Facilities:	Full table service for food and beverage Internal music system Plasma screen televisions
Availability:	Monday – Sunday 12pm – 3pm / 5pm – 10pm Exclusive use times can be arranged Closed Christmas Day
Bookings:	Group bookings or Exclusive use with a minimum spend

2. The Atrium is a light conservatory style space overlooking 'The Rocks' historic Kendall Lane.



Capacity:	90 Canapé, 80 Seated, 60 Theatre Style
Located:	1 st Floor
Menu:	Morning Tea / Afternoon Tea Working Lunch Bistro and Bar food menus Selection of 4 set menu options Selection of 3 canapé menus Per Portion canapé selections
Beverage Option:	3 and 4 hour Beverage Packs On consumption beverage tabs Cash Bar
Atrium Facilities:	Full wait staff service Internal music system Plasma screen televisions Pool Tables
Availability:	Monday -Sunday 11am – 4pm / 5pm – 10pm Closed Christmas Day
Bookings:	Group Bookings or Exclusive use with a room hire or minimum spend

3. The Rooftop nightclub is ideal for medium to large corporate and private events.



- Capacity: 150 Canapé, 50 Theatre Style, 40 Seated
- Location: 2nd Floor
- Menu: Morning Tea / Afternoon Tea
Working Lunch
Selection of 4 set menu options
Selection of 3 canapé menus
Per Portion canapé selections
- Beverage Option: 3 and 4 hour Beverage Packs
On consumption beverage tabs
Cash Bar
- Nightclub Facilities: Wait staff food service
Internal music system
Plasma screen televisions
Dance Floor
i-pod/mp3 player component capability
D.J booth
Lounge seating
Harbour views
- Availability: Monday – Thursday
9am -12am
Friday – Saturday
9am – 10pm
Sunday
11am – 12am
Closed Christmas Day
- Bookings: Exclusive use with a room hire or minimum spend

4. Cocktail Bar is perfect for intimate gatherings or pre-dinner drinks



- Capacity: 30
- Location: 1st Floor
- Menu: Canapé selection
Bar Food and Bistro menus
- Facilities: Cocktail Bar
Lounges
Internal music system
- Availability: Monday - Sunday
11am – 4pm /5pm -12am
Closed Christmas Day
- Bookings: Group bookings
Not available for exclusive hire

Orient Sample Set Menu

Entrée

Crumbed whiting fillets, pea mash and tartare
Roast duck leg, glazed beetroot and sautéed spinach
Smoked salmon, corn blini, crème fraiche and fine herbs
Confit cherry tomatoes, Persian feta, fried breadcrumbs
Grilled calamari and chorizo sausage with harissa
Potato gnocchi, braised lamb and gremolata

Main

Pork schnitzel, red cabbage and walnut slaw, lemon
Wagyu corned beef, kipfler potatoes, carrots, white onion sauce
Eye fillet medallion (220g), green beans, potato gratin and red wine jus
Seared kangaroo loin, fried polenta chips and spring vegetables
Pan-fried mirror dory, mashed potato, lemon, capers, burnt butter
Crab tagliatelle pasta, zucchini, chilli, parsley

Sides

Steamed greens / French fries

Dessert

Lemon curd tart, crème fraiche
White chocolate panna cotta with berry coulis
Warm chocolate pudding, brandy crème anglaise
Brique D'Affinois brie with lavoche

2 Courses (Pre-select 2 entrée & 2 main choices) with sides and coffee/tea	\$40
2 Courses (Pre-select 3 entrée & 3 main choices) with sides & coffee/tea	\$45
3 Courses (Pre-select 3 entrée & 3 main & 3 dessert choices) with sides & coffee/tea	\$55

Please Note: Set menus are seasonal and change frequently.
Please contact the Orient Hotel on 9251 1255 to confirm the available menu.

Orient Hotel Canapé Menu

\$25 per person

Select 6 canapé items

\$35 per person

Select 7 canapé items and 1 substantial

\$45 per person

Select 8 canapé items and 2 substantial

Per Portion

\$3.00

Heidi Gruyere cheese puff (v)
Rare beef, baby spinach and horseradish cream on crostini
Tomato and basil bruschetta with balsamic reduction (v)
Vegetarian samosa with cucumber raita (v)
Vegetarian spring rolls with sweet chili sauce (v)
Thai fish cakes with coriander dip
Fried mushroom risotto ball stuffed with brie cheese (v)
Roast capsicum, goat's cheese and olive tapenade on crostini (v)

\$4.00

Smoked salmon on crostini with crème fraiche and dill
Chicken saltimbocca – chicken wrapped with sage and prosciutto
Salt cod fritter with garlic aioli
Steamed pork and prawn dim sim with sweet soy dipping sauce
Freshly shucked oysters served with mignonette dressing
Confit cherry tomato tartlet with caramelized onion and goat's cheese (v)
Fresh spring rolls with julienne carrot, bean sprouts, coriander and vermicelli wrapped in rice paper and served with hoi sin sauce (v)
Chicken liver pate on crostini with chervil

\$4.50

Beef and burgundy pie
Spring lamb pie
Chicken and leek pie
Freshly shucked oysters served in a bloody Mary shot
Fresh prawn spring rolls with julienne carrot, avocado, bean sprouts, coriander and vermicelli wrapped in rice paper and served with hoi sin sauce
Lamb satay skewer with peanut dipping sauce
Home-made sausage rolls with tomato sauce
Crab and leek parcels

\$5.00

Potato rosti with char-grilled vegetables and basil pesto
Grilled king prawns with namjim sauce
Crumbed flathead fillets with aioli
Seared scallop and creamed avocado tartlets
Deep fried prawns wrapped in wonton sheets with coriander and mint
Duck ravioli in consommé with shallots
Mini beef burgers with caramelized onion, rocket and tomato relish
Grilled lamb cutlets with thyme and served with Romesco sauce

\$7.50 (substantial)

Salt and pepper squid
Tempura battered fish and chips with tartare sauce
Chicken curry with steamed rice and mint yoghurt
Hokkien noodles, bok choy, bean sprouts, onion, capsicum and oyster sauce – chicken or beef
Thai beef salad, cabbage, onion, capsicum, sesame seeds and nam jim dressing
BBQ duck, egg noodles, Asian greens and plum sauce
Spinach, smoked mozzarella and mushroom risotto
Spaghetti with lemon, capers, anchovies and rocket

Minimum of 25 pieces per item

Orient Hotel Casual Dining Set Menu

\$25 per person

Create your own casual dining menu for people to order from on the day

Shared Entrée

Goat's cheese, red pepper & basil **OR** Prosciutto, avocado & bocconcini bruschetta
&
Mediterranean antipasto

Main

Soup & Salads: *Please select 1 item*

Soup of the day - *toasted ciabatta*

Seared Kangaroo Salad - *Chinese cabbage, carrot, mint, macadamia nuts & honey mustard dressing*

Grilled Vegetable Salad - *Mediterranean vegetables, cous cous, mint & labna yoghurt*

Traditional Chicken Caesar Salad - *croutons, parmesan & Caesar dressing*

Burgers & Wraps: *Please select 2 items*

Toasted Chicken Wrap - *bocconcini, tomato, basil, wilted spinach & fries*

Toasted Ham & Cheese Wrap - *tomato, rocket, mayonnaise & fries*

Toasted Vegetarian Wrap - *grilled Mediterranean vegetables, mozzarella, pesto & fries*

Orient Beef Burger - *cheddar, bacon, red onion, beetroot, lettuce, tomato & fries*

Pesto Chicken Burger - *avocado, tomato, salad & fries*

Moroccan Lamb Burger - *char-grilled pumpkin, rocket, cheese & fries*

Pasta: *Please select 1 item*

Beef Lasagne - *with fries & salad*

Prawn Spaghetti - *garlic, napolitana & chilli*

Lamb Ragu Pappardelle - *braised lamb shanks & gremolata*

Mushroom Risotto - *wild mushrooms & basil oil*

Seafood: *Please select 1 item*

Beer-Battered Fish & Chips - *homemade tartare sauce & lemon*

Lemon Myrtle Calamari - *aioli and fries*

Ocean Trout - *aioli, lemon, fries or mash & salad*

Meat: *Please select 1 item*

Thin Pork Sausages - *onion jam, mash & gravy*

Pie of the Day - *puff pastry lid, salad, fries or mash*

Chicken Schnitzel / Parmigiana - *coleslaw & chips or mash*

Rump Steak Grain Fed, 300g

Steak served with salad, fries or mash & choice of sauce (red wine jus, mushroom or peppercorn)

Orient Hotel Conference Menu

Morning Tea

\$10.00

tea, coffee and biscuits

\$15.00

tea, coffee and pastries

Afternoon Tea

\$10.00

tea, coffee and biscuits

\$15.00

tea, coffee and cake

Working Lunch Menu

Seasoned Potato Wedges: sour cream & sweet chilli	9.0
Soup of the Day: with toasted ciabatta	9.5
Vegetarian Spring Rolls: soy & sweet chilli sauce	10.5
Chicken Open Sandwich: with salad, brie & sourdough	13.5
Ham & Cheddar Open Sandwich: with red onion, rocket & sourdough	13.5
Irish Nachos: beans, sour cream, salsa & guacamole	14.5
Vegetarian Lasagne: home-made lasagne with salad	13.5
Beer-Battered Fish & Chips: with home-made tartare sauce and lemon	14.5
Lemon Pepper Calamari: salad & fries	14.5
Cumberland Pork Sausages: with onions, mash & gravy	14.5
Orient Beef Burger: cheddar, bacon, red onion, beetroot, lettuce, tomato & fries	14.5
Chicken Schnitzel Burger: crumbed chicken breast, tomato, lettuce, pesto mayo & fries	15.5
Orient Steak Sandwich: sautéed onions, mushrooms, tomato, rocket, BBQ sauce & fries	14.5
Bowl of Chips	5.0
Gravy	1.0

Orient Hotel Beverage Pack

Available for 3 hour and 4 hour functions

NON- PREMIUM PACKAGE

\$45/person for 3 hours

\$60/person for 4 hours

Tyrrell's Glenbawn Classic Dry White

Tyrrell's Glenbawn Cabernet Shiraz

Tyrrell's Sparkling Brut

Carlton Draught Beer

Soft Drink & Juice

PREMIUM PACKAGE

\$60/person for 3 hours

\$80/person for 4 hours

Tyrrell's Moore's Creek Chardonnay

Tyrrell's Moore's Creek Sem Sav Blanc

Tyrrell's Moore's Creek Shiraz

Tyrrell's Moore's Creek Cabernet Sauvignon

Tyrrell's Sparkling Brut

Carlton Draught

Australian and Imported Premium Draught Beer such as Stella Artois, Asahi, Beez Neez, Coopers

Soft Drink & Juice

DELUXE PACKAGE

\$105/person for 3 hours

\$140/person for 4 hours

Chandon NV

Villa Maria Private Bin Sauvignon Blanc 2007

Stonier Chardonnay 2006

Villa Maria Private Bin Merlot 2006

St Hallett "Faith" Shiraz 2006

Draught Beer such as Carlton Draught, Stella Artois, Asahi, Beez Neez

Australian Premium and Non- Premium Package Beer such as James Boags, Carlton Premium Dry,

Crown Lager & Cascade

Imported Package Beer such as Corona, Becks, Peroni

Soft Drink & Juice

Smirnoff Vodka, Gordon's Gin, Slate Bourbon, Bundaberg Rum, Johnnie Walker Scotch, Bacardi Rum

Our comprehensive wine list is available for functions however your preferred wines need to be selected a minimum of one week prior to your event.

CHAMPAGNE & SPARKLING WINES

NV	Evans & Tate Zampfire	Margaret River	WA	\$42	
NV	Chandon	Yarra Valley	Vic	\$59	\$12
2007	Croser Vintage Sparkling	Piccadilly Valley	SA	\$78	
NV	Veuve Clicquot	Champagne	France	\$115	
2002	Veuve Clicquot Vintage	Champagne	France	\$150	

SAUVIGNON BLANC

2009	Waikikamukau	Marlborough	NZ	\$38	
2009	Villa Maria Private Bin	Marlborough	NZ	\$42	\$9
2009	Hill Smith Estate	Eden Valley	SA	\$45	
2009	Phillip Shaw No.19	Orange	NSW	\$52	
2007	Cloudy Bay	Marlborough	NZ	\$75	

RIESLING AND PINOT GRIS

2008	Taylors Riesling - dry	Clare Valley	SA	\$42	
2009	Petaluma 'Hanlin Hill' Riesling	Clare Valley	SA	\$68	
2009	Capanno Vineyard Pinot Gris	S. Highlands	NSW	\$44	
2009	Innocent Bystander Pinot Gris	Yarra Valley	Vic	\$48	\$10
2008	Red Claw Pinot Gris	Mornington Pen.	Vic	\$52	
2008	Richardson Pinot Gris	Central Otago	NZ	\$76	

WHITE BLENDS & OTHER VARIETALS

2009	Moore's Creek SSB	Hunter Valley	NSW	\$35	
2010	Forest Hill 'Boobook' Sauv Bl.Sem	Mount Barker	WA	\$39	
2010	Voyager Sauv Blanc Semillon	Margaret River	WA	\$44	\$9
2008	Brokenwood Semillon	Hunter Valley	NSW	\$48	
2009	Cape Mentelle SBS	Margaret River	WA	\$60	
2000	Tyrrell's Vat 1 Semillon	Hunter Valley	NSW	\$92	

CHARDONNAY

2008	Moore's Creek	Hunter Valley	NSW	\$35	\$7
2008	Yalumba 'Wild Ferment'	Eden Valley	SA	\$40	
2008	Robert Oatley	Mudgee	NSW	\$48	\$10
2003	Geoff Merrill Reserve	McLaren Vale	SA	\$58	
2007	Stonier	Mornington Pen.	Vic	\$59	
2006	Kumeu River 'Estate'	Kumeu	NZ	\$79	
2007	Poole's Rock	Hunter Valley	NSW	\$82	
2006	Penfolds Bin 311	Tumbarumba	NSW	\$85	
2008	Petaluma	Piccadilly Valley	SA	\$90	

PINOT NOIR & ROSE

2008	Geoff Merrill Grenache Rose	Barossa	SA	\$40	\$8
2008	Stonier Pinot Noir	Mornington Pen.	Vic	\$58	
2008	Hunter's Wines	Marlborough	NZ	\$48	\$10
2008	Nanny Goat Pinot Noir	Central Otago	NZ	\$65	
2007	Farrside by Farr	Bannockburn	Vic	\$110	

MERLOT

2008	Villa Maria Private Bin	Hawkes Bay	NZ	\$45	
2007	Katnook Founder's Block	Coonawarra	SA	\$49	
2005	Cookoothama (Basket Press)	Mudgee	NSW	\$69	

RED BLENDS, VARIETALS

2008	Devil's Lair 5 th Leg	Margaret River	WA	\$38	
2008	A.Reteif Cabernet Blend	Hilltops	NSW	\$45	
2008	Robert Oatley Cabernet Merlot	Margaret River	WA/NSW	\$48	\$10
2008	Coriole Sangiovese	McLaren Vale	SA	\$52	
2006	Mountadam 'The Red'	Barossa	SA	\$74	
2005	Yalumba 'The Signature'	Barossa	SA	\$82	
2001	Petaluma	Coonawarra	SA	\$115	

CABERNET SAUVIGNON

2009	Moore's Creek	SE Australia	NSW	\$35	\$7
2008	Capel Vale Regional	Margaret River	WA	\$48	
2006	Cockfighter's Ghost	Langhorne Cr.	SA	\$49	\$10
2008	Bowen Estate	Coonawarra	SA	\$58	
2007	Wynn's Coonawarra	Coonawarra	SA	\$65	
2007	Vasse Felix	Margaret River	WA	\$68	
2007	Yalumba 'The Menzies'	Coonawarra	SA	\$79	
2007	Penfolds Bin 389	Multi-regional	SA	\$88	
1995	Geoff Merrill Reserve	Multi-regional	SA	\$94	
2006	Henschke 'Cyril Henschke'	Barossa	SA	\$160	

SHIRAZ

2009	Tyrrell's Brokenback	Hunter Valley	NSW	\$38	\$8
2007	Evans and Tate	Margaret River	WA	\$45	
2008	St. Hallett 'Faith'	Barossa	SA	\$49	\$10
2008	Mitchelton Provenance	Geelong	Vic	\$52	
2008	Tyrrell's Rufus Stone	McLaren Vale	SA	\$55	
2007	Peter Lehmann Futures Shiraz	Barossa	SA	\$65	
2006	Penfolds Bin 28 'Kalimna'	Kalimna	SA	\$68	
2004	Majella Estate	Coonawarra	SA	\$85	
2005	By Farr	Bannockburn	Vic	\$110	
2004	Henschke Mt. Edelstone	Eden Valley	SA	\$150	
2005	Brokenwood Graveyard	Hunter valley	NSW	\$165	

TERMS & CONDITIONS

Orient Hotel

89 George Street, The Rocks, NSW, 2000

Telephone: +61 9251 1255

PJ Ryans Hotels Pty Ltd ABN 97 000 668 413

In relation to these terms and conditions;

Orient Hotel means the premises leased, operated and controlled by PJ Ryans Hotels Pty Ltd

Organiser shall mean the person who signs this functions and events agreement and agrees to the terms and conditions as set out.

1. The Orient Hotel is a licensed premises and operates in accordance with the principles of Responsible Service of Alcohol (RSA), which are law in NSW. No client or guest under the age of 18 is allowed on the general premises other than in accordance with the requirements below.
Patrons may be asked to show proof of age at any time
Approval for minors in certain Authorised Areas under the supervision of a responsible adult:
Persons under the age of 18 may obtain prior admittance approval to the following areas: **ONLY under the supervision of a responsible adult, being an adult who is the minor's parent, step-parent, legal guardian or person in loco parentis (one responsible adult per minor is required):**
 - a) Orient Courtyard and Deck;
 - b) Atrium Room;
 - c) Heritage RestaurantThe **responsible adult** is responsible for ensuring that **no** alcohol is consumed by / bought for the minor. The Orient Hotel must be notified, (a minimum of seven (7) days prior to the event), by the Organiser, of any minor attending the Orient Hotel and the full details of the supervising responsible adult.
2. **Confirmation of Bookings:** To secure your booking, the agreed initial deposit must be received within three (3) days of receipt of initial invoice. Your booking is **NOT** confirmed until we receive full payment of the initial deposit (and any required damages deposit bond), the signed booking confirmation, and signed terms and conditions. A tentative booking may be arranged and will only be held for a maximum of three (3) days.
3. **Payment:** An initial deposit will be required upon signing the agreement. Full payment of all fixed costs must be received in clear funds at least two (2) working days prior to the function (should you wish to pay by EFT, please allow three (3) working days). Any additional costs or charges must be finalised at the conclusion of your function. Invoicing is only permitted if a credit agreement has been established with the Orient Hotel.
4. **Function Cancellation:** We understand that circumstances occasionally make cancellations necessary.
 - a) If cancellation occurs more than six (6) weeks prior to the date of the function, the deposit will be reimbursed less any cost incurred by the Orient Hotel on your behalf.
 - b) If cancellation occurs within six (6) weeks or less from the date of the function, all deposits and pre-payments (including damages deposit/bond) will be retained by the Orient Hotel.
5. **Final Details:** Menus, beverage arrangements, entertainment, audio visual requirements, room set up, starting and finishing times must be confirmed in writing no less than fourteen (14) days, prior to the function (or by such other date as agreed in writing by the Orient Hotel). If menu details are not provided within this time we cannot guarantee availability of the menu or the dishes chosen by the Organiser. At this time, please advise if any guests at your function have any special needs/requirements that the Orient Hotel needs to be aware of.
6. **Confirmation of Guaranteed Numbers:** The minimum number of guests must be confirmed seven (7) days prior to the function. Guaranteed numbers are required no less than three (3) working days, prior to the function (or by such other date as agreed in writing by the Orient Hotel). Charges will be based on guaranteed numbers or final head count (as recorded by security), whichever is the greater.
7. **Exclusion of Liability and Insurance:**
 - a) The Organiser uses and occupies the orient Hotel at their risk.
 - b) It is the Organisers responsibility to obtain their own insurance for all items belonging to them, their guests, or their contractors for the period those items, or persons are in any and all parts of the Orient Hotel.
 - c) The Orient Hotel will take all reasonable care but will not accept any responsibility for loss of, or damage to, the property of the Organiser or their guests or contractors, including the loss of any personal effects, merchandise or exhibits, at the Orient Hotel.
 - d) By signing your "event proposal", the Organiser accepts full responsibility for insurance cover for the above event and all associated activities involved during the full time period in which any activity associated with your event will occur at the Orient Hotel (including set up). The Orient Hotel may request that the Organiser provide evidence that the Organiser has and will maintain adequate insurance cover.
 - e) Additional security is available on request and charges are on application.
8. **Room Allocation:** The Organiser agrees to begin the function and vacate the designated function space at the scheduled times agreed upon. In the event a function should go beyond the agreed finishing time, the Orient Hotel reserves the right to impose a charge for each hour and/or part hour the function space is occupied thereafter. Any additional security charges and/or other fees must be paid once an extension of operation is granted. If it is necessary, the Orient Hotel reserves the right to change the venue allocation following consultation with the Organiser.

9. **Price Variation:** Every endeavour is made to maintain prices as printed however these may be subject to change without notice.
10. **Fire and Safety:** The organiser and his/her employees, agents, contractors and guests must use the orient Hotel in a safe and proper manner and will comply with all directions of the Orient Hotel staff, including with complying with the smoking policy of the venue. The Orient Hotel reserves the right to adjust any set up and exhibitions to ensure that all Health and Safety and Fire Regulation codes are not breached. Fire exits must not be obstructed at any time.
11. **Venue Set Up by The Organiser or Outside Contractors:** For all exhibitions, stage and entertainment set ups produced by the Organiser or outside contractors, plans must be approved by the Orient Hotel a minimum of fourteen (14) days prior to the function. All outside contractors must liaise with the Orient Hotel in all matters of access, delivery, set up, break down and removal.
12. **Display and Signage:** No items of any nature are to be drawn, attached, pinned or glued to the wall or floor or any other surface of the Orient Hotel or to any fixtures or fittings within the Orient Hotel. Signage in public places is to be kept to a minimum and must be approved in advance by the Orient Hotel. Standard house directional signage is provided for your event.
13. **Equipment, Staging, Theming, Exhibitions:** Floor plans of all trade and exhibitions areas must be approved by the Orient Hotel. All merchandise must be delivered on the day of your event and collected at the conclusion of your event, otherwise a storage fee will be incurred. The Orient hotel does not accept responsibility for the storage of equipment before, during, or after the event.
14. **Delivery and Collection of Goods:**
 - a) The orient Hotel will only accept delivery of goods on the day of your event. All goods must also be collected on the day of your event unless prior written arrangements have been made with the Orient Hotel.
 - b) Deliveries must be pre-arranged with the Orient Hotel
15. **Other Functions:** The Orient Hotel reserves the right to book other functions in the same function space up to one (1) hour before the scheduled function commencement time and one (1) hour after the scheduled function finishing time. Additionally the Orient Hotel reserves the right to book another function in adjoining rooms at any time.
16. **Pre-Function/Cocktail Bar Area:** No client or guest has the sole right to the pre-function and cocktail bar area.
17. **Dress Code:** The Orient Hotel advises that dress regulations may apply. Whilst themed functions are permitted, please note that access to other areas within the orient hotel may be restricted. Please ensure that all guests are aware o this requirement.
18. **Entertainment:** The provision of live musical entertainment is subject to confirmation and acceptance by the Orient Hotel. The Orient Hotel reserves the right to control sound levels at all times. All DJs, bands, and entertainment must adhere to the Orient Hotels requests and requirements with regards to volume levels in the hotel at all times.
19. **Compliance:** The Organiser will be responsible to ensure the orderly behaviour of their guests, any outside contractors or entertainers and the Orient Hotel reserves the right to impose noise restrictions or intervene as it deems appropriate.
20. **Responsible Service of Alcohol:** Intoxicated persons are not permitted to enter the Orient Hotel. If a person is deemed by Orient Hotel staff to be intoxicated or unruly, that person or persons will be refused service and asked to leave the premises.
21. The Orient Hotel reserves the right at its absolute discretion to:
 - a) Grant or refuse entry
 - b) Close the function at any time
 - c) Extend the hours of a function

Any additional security charges and/or other fees must be paid once an extension of operation is granted. Without limiting any other right under these terms and conditions, the orient hotel maintains the right to suspend or control our event in any way it may deem necessary, for safety reasons or to comply with laws or regulations, or in any circumstance where the Organiser does not comply with these terms and conditions, without any liability to the Organiser in respect of such suspension of control.
22. **Organiser Liability and Indemnity:** The Organiser is liable for any and all damages or loss incurred to and/or on the premises during or in connection with the event, or to any equipment, or other fitting or fixture of the Orient Hotel used during or in connection with the event, (including any loss or damage caused during or as a result of the delivery, installation, operation or removal of any materials associated with the event), where such damage or loss is caused or contributed by:
 - a) A breach of this agreement;
 - b) A deliberate act or omission that causes damage or loss;
 - c) A negligent act or omission;
 - d) Any other act or omission;

By

 - e) The Organiser;
 - f) An employee or contractor of the Organiser (including any entertainer associated with the event); or
 - g) Any guest or other person associated with or attending the event.

23. The Organiser indemnifies the Orient Hotel (and each of its trustees, directors, officers, employees and agents) and must keep the Orient Hotel (and each of its trustees, directors, officers, employees and agents) indemnified against any and all damages or loss (including legal costs) which may be suffered or incurred in connection with:
 - a) Injury (including death)
 - b) Damage to any property
 - c) Any action, suit, proceedings, claims or demands by a third party
 - d) Infringement of any intellectual property right; or
 - e) Any other matter, Which
 - f) Is caused or contributed to by:
 - i. A breach of this agreement
 - ii. A deliberate act or omission that causes damage or loss;
 - iii. A negligent act or omission
 - iv. Any other act or omission by:
 - v. The Organiser
 - vi. An employee or contractor of the Organiser (including any entertainer associated with the event)
 - vii. Any guest or other person associated with or attending the event; or
 - g) Relates to the Organiser's use of the Orient Hotel
 24. You agree that your liability under clause 27 and 28 includes:
 - a) The cost of cleaning, repair or replacement (at the Orient Hotels election) of any damage to the Orient hotel, or to any equipment, fitting or fixture of the Orient Hotel or any other property of the Orient Hotel used during or in association with an event; and
 - b) Any loss of revenue, loss of trade, loss of profit, or expenses suffered or incurred and any ongoing costs resulting from the venue, or part of a venue being unavailable during the rectification period as a result of the damage caused.
 25. Charges for any and all damages, losses or expenses suffered or incurred will be assessed as soon as practicable after the function (including labour charges which may include overtime) and payment must be made for any and all such damages and losses as soon as practicable upon presentation of the invoice by the Orient hotel to the Organiser.
 26. This indemnity applies regardless of any joint, concurrent, or contributory negligence of any other person and is a continuing obligation, separate and independent from the other obligations of the parties, and survives termination, completion or expiration of this function and events agreement.
 27. It is not necessary for the Orient Hotel to incur expense or to make any payment before enforcing this right of indemnity
 28. **Severance:** If any provision or part of a provision of this agreement is held or found to be void or to the extent of voidability, invalidity or otherwise unenforceable it will be deemed to be severed to the extent that it is void or to the extent of voidability, invalidity or unenforceability, but the remainder of that provision and this agreement will remain in full force and effect.
 29. **Unforeseen Circumstances:** In the event of inability to comply with any of the provisions of this contract by virtue of any cessation or interruption or electricity or gas supplies, industrial disputes, plant or equipment failure, unavailability of food items, other unforeseen contingency or accident, the Hotel reserves the right to cancel any booking or refund any deposit without notice. Due to unforeseen circumstances, should the room/s reserved be unavailable, we reserve the right to substitute similar venues. Every effort will be made to advise you in advance.
1. the room/s reserved be unavailable, we reserve the right to substitute similar venues. Every effort will be made to advise you in advance.

Agreement: *I hereby agree to the terms and conditions outlined above and I am aware the information supplied may be used in follow up communications.*

Signed: Name (please print):

Company:Function Date:

To secure your booking, please provide a deposit of \$250 by completing the credit card slip below.

=====

Card Number:

Card Type: Visa / Amex / Diners / Other (please specify) _____

Expiry Date: _____/_____/_____ Today's Date: _____/_____/_____

Amount: \$ _____

Signature: _____



ORIENT HOTEL

SYDNEY SINCE 1844

Client Information & Event Enquiry Form

Please contact The Orient Hotel on 9251-1255 if you wish to discuss your enquiry

Alternatively you can complete the following event enquiry form and fax to 02 9247 4569

E-mail Alisha@ryanshotels.com.au or Jade@ryanshotels.com.au

Company Information

Company Name:
Company Address:
Company Phone:
Company Fax:
Company Web:

Client Information

Client Name:
Position:
Direct Phone:
Mobile Phone:
E-mail:

How did you hear about The Orient Hotel?

Event Information

Event Name:
Date of Event:
Number of Attendees:

Type of Event:
Time of Event:
Room:

Event Requests

Beverage Options:	Cash Bar	Bar Tab	Beverage Pack		
Food Options:	Canapés	Set Menu	Conference	Bar Menu	A la Carte
Audio Visual:	Plasma TV	Microphone	Lap Top Projector	Screen	
Entertainment:	Own music	D.J	Trivia	Other	
Miscellaneous:	Decorations	Props	Flowers	Other	

Please advise us of any other requests you may have or any additional information you may need incorporated into planning your event.