

EST. 1966  
**ARKABA**  
HOTEL

# FUNCTION PACK





# WELCOME

The Arkaba Hotel has undergone a major renovation, which includes a complete revamp of the hotel's interiors and functionality.

Our architects drew inspiration from the minimalist architecture of the 1960s while adding a fresh and contemporary look and feel.

We are delighted to introduce state-of-the-art technology into all our function rooms, complemented by the addition of exclusive private bars offering a selection of tap beers and rendering our spaces ideal for both celebratory occasions and corporate events.

Our versatile function spaces can be seamlessly combined, allowing the Ark the capacity to host events of any size.

# INDEX

2	Welcome
4	Top of the Ark
6	Heart of the Ark
7	Room Combinations
8	Eastwood
9	Franklin
10	Fullarton
11	Florey
12	Osmond
13	Corner Lounge + Loft Suite
14	Sportys
16	Group Menu
17	Cocktail Food
19	Drinks Package
20	Breakfast
21	Corporate Catering
22	Add Something Special
23	Accommodation
24	Terms & Conditions

## ENQUIRE NOW

p. 08 8338 1100

e. [functions@arkabahotel.com.au](mailto:functions@arkabahotel.com.au)



**READY TO  
SAY I DO?**

LET US TAKE CARE OF  
YOUR SPECIAL DAY

# TOP OF THE ARK

Our showstopper, Top of the Ark, is where the magic happens; this space can be transformed for any occasion, the venue of choice for numerous artists, entertainers, comedians, conferences, celebrations and weddings throughout the years.

We'd love you to add your special event to our history books in our newly refreshed Top of the Ark. We've introduced cutting-edge audio-visual technology to elevate the experience and make sure your event is one to remember.

A versatile function space perfect for large events, weddings or smaller groups needing space for break out areas.

## ROOM HIRE

*Non peak:* Monday - Friday Daytime: \$550

*Peak:* Nights, Weekends, Public Holidays: \$1250

Multi day conference rates available. Minimum Food & Beverage spend applies for all bookings during peak periods.

## CAPACITIES



Boardroom | 80



Cocktail | 600



Banquet | 330



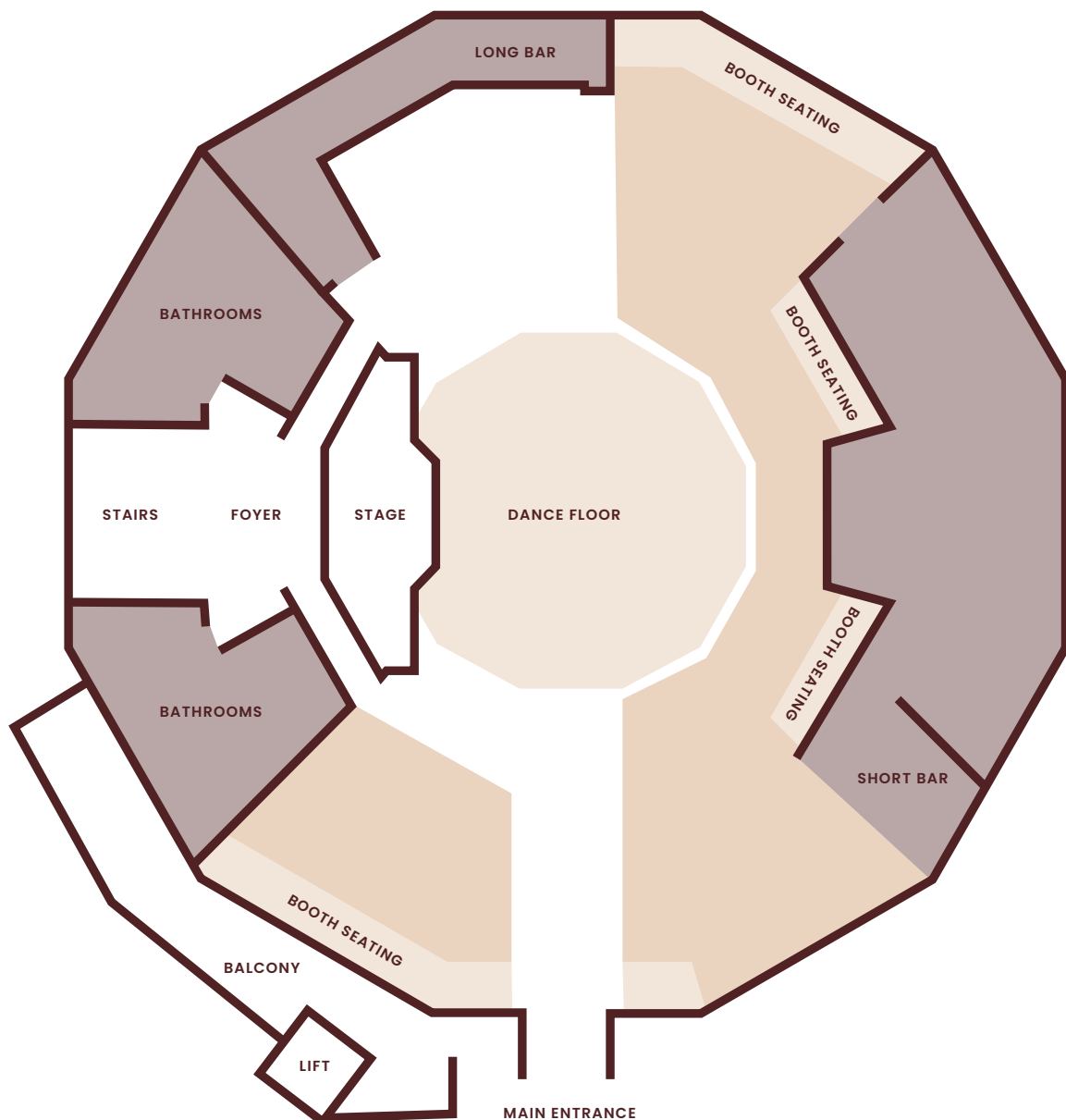
Cabaret | 220



Theatre | 400



U-Shape | 60



# HEART OF THE ARK

Situated in the heart of the Arkaba our downstairs rooms can all be combined, providing options for events of any size. The addition of 2 new rooms, Florey and Franklin, provide more options and gives the ability to combine the entire area for exclusive use.

The Arkaba offers free parking, accommodation, complete catering and à la carte food and beverage facilities. All rooms have new cutting-edge audio-visual facilities including microphones, screens, audio connection, screen sharing, whiteboards, flipcharts – everything needed for a corporate or social event.



# ROOM COMBINATIONS

Our rooms offer a variety of combinations. If you can't see an option suited to your event, our Function Manager can assist.

## OSMOND + FULLARTON

### ROOM HIRE

\$500

### MINIMUM SPEND

\$3000

## EASTWOOD + FRANKLIN

### ROOM HIRE

\$500

### MINIMUM SPEND

\$3000

## OSMOND + FULLARTON + FLOREY + FRANKLIN + EASTWOOD

### ROOM HIRE

\$1100

### MINIMUM SPEND

*Non peak:* Monday - Friday Daytime: \$6000

*Peak:*

Nights, Weekends, Public Holidays: \$8000

## FULLARTON + FLOREY

### ROOM HIRE

\$440

### MINIMUM SPEND

\$1800

## OSMOND + FULLARTON + FLOREY

### ROOM HIRE

\$650

### MINIMUM SPEND

\$3500

ROOM TYPE	BANQUET	CABARET	COCKTAIL
OSMOND + FULLARTON	100	60	140
FULLARTON + FLOREY	70	40	120
FRANKLIN + EASTWOOD	70	40	140
OSMOND + FULLARTON + FLOREY	120	70	180
OSMOND + FULLARTON + FLOREY + FRANKLIN + EASTWOOD	200	120	340



ASK US ABOUT OUR MULTI ROOM AV CASTING

# EASTWOOD

A beautiful well-lit space complete with its very own private bar stocked with a variety of tap beers. Eastwood is our only downstairs function room with a private outdoor area! Perfect for a party or private lunch spot at your next corporate event.

## ROOM HIRE






\$300

## MINIMUM SPEND

Friday, Saturday & Long Weekends: \$1800

Minimum Spend also applies for any weekday events requiring the private bar

## CAPACITIES

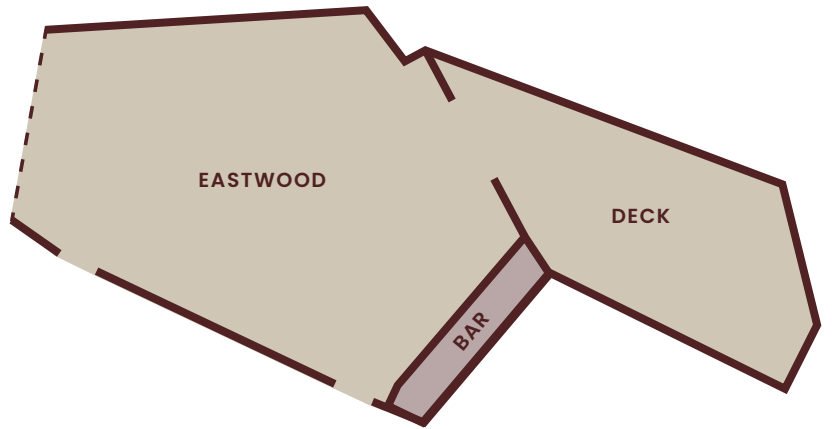
-  U-Shape | 16
-  Cocktail | 50
-  Banquet | 30
-  Cabaret | 30
-  Theatre | 30

## FACILITIES

-  Bar
-  Deck
-  AV
-  Casting

## LOVE EASTWOOD BUT NEED MORE SPACE?

Simply combine with Franklin  
- refer to page 7 for all room combinations



FURNITURE FROM MODERN PARTY HIRE



# FRANKLIN

A flexible and private space centrally located within the Arkaba. The perfect blank canvas for roundtable conversations, off-site meetings and workshops.



## ROOM HIRE

\$275

## MINIMUM SPEND

Friday, Saturday & Long Weekends: \$1500

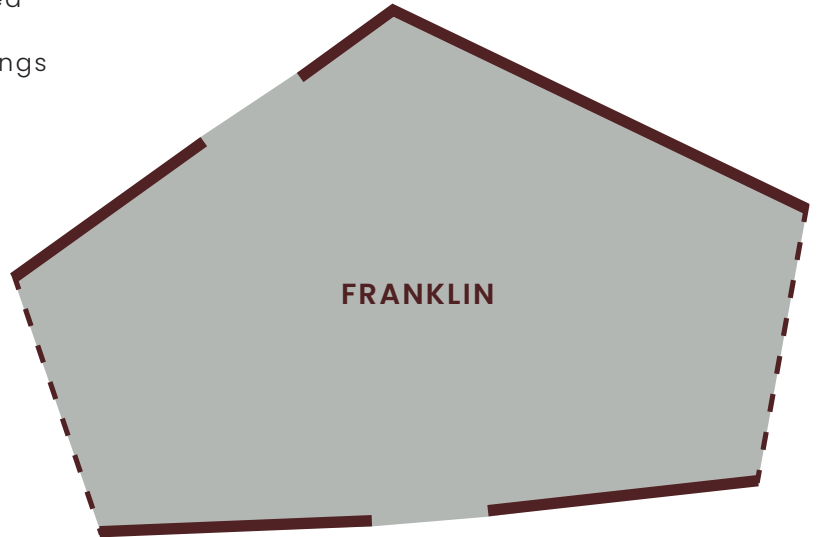
## CAPACITIES

 Boardroom | 16  U-Shape | 12

 Private Dinner | 20

## FACILITIES

 AV  Casting



## GIVE YOUR FUNCTION A PRIVATE BAR!

Combine Franklin with Fullarton or Eastwood  
- Refer to page 7 for all room combinations.



# FULLARTON

A relaxed space, great for social events or conferences. Fullarton, one of our original function spaces, has been revamped with modern touches, upgraded AV facilities and a private bar offering a range of tap beer.

## ROOM HIRE


\$300

## MINIMUM SPEND

Friday, Saturday & Long Weekends: \$1800

Minimum Spend also applies for any weekday events requiring the private bar

## CAPACITIES

- |   |   |
|---|---|
|  Boardroom   30 |  Cocktail   60 |
|  Banquet   50   |  Cabaret   30  |
|  Theatre   50  |  U-Shape   26 |

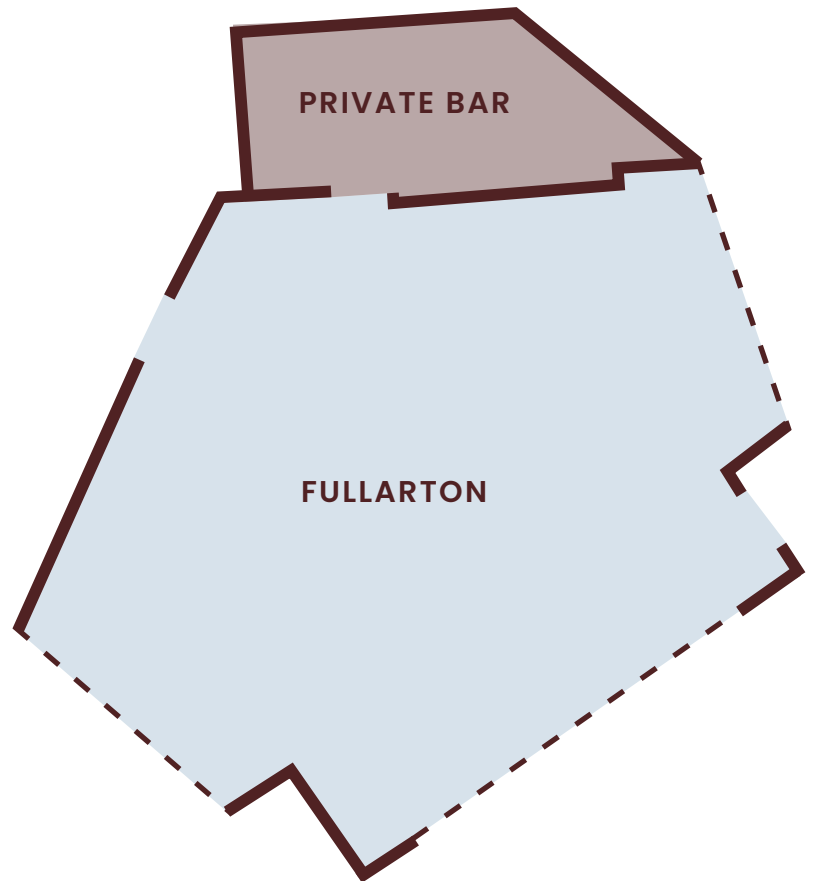
## FACILITIES

-  Bar  AV  Casting

## NEED MORE SPACE?

Fullarton and Florey can be hired independently or combined to suit larger groups.

- Refer to page 7 for all room combinations.



FURNITURE AND DÉCOR FROM  
MODERN PARTY HIRE AND ABC EVENTS

# FLOREY

The perfect room for an intimate dinner or meeting. A private dining space with flexible menu and set-up options.

## ROOM HIRE

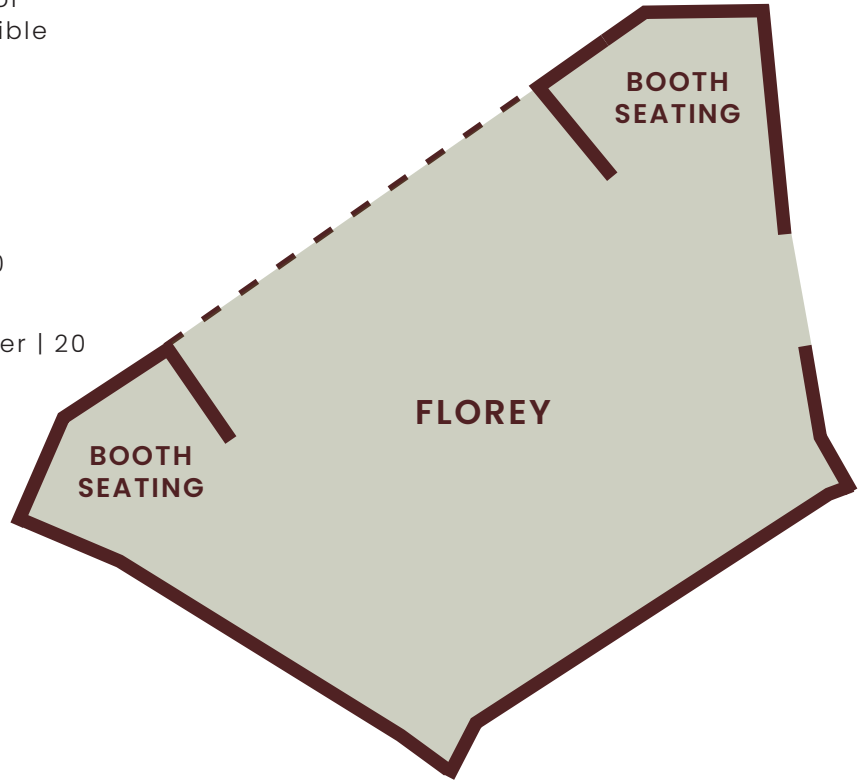
\$220

## CAPACITIES

-  Boardroom | 20
-  Cocktail | 30
-  Theatre | 30
-  Private Dinner | 20

## FACILITIES

-  AV
-  Casting



**NEED  
MORE SPACE?**

COMBINE FULLARTON  
AND FLOREY



# OSMOND

Situated directly across from the reception hub of the Arkaba. With the option of a private bar, this space is perfect for casual lunch or dinners, informal meetings and private functions.

## ROOM HIRE







\$275

## MINIMUM SPEND

Friday, Saturday & Long Weekends: \$1500

Minimum Spend also applies for any weekday events requiring the private bar

## CAPACITIES

- |   |   |
|---|---|
|  Boardroom   28 |  Cocktail   60 |
|  Banquet   50   |  Cabaret   30  |
|  Theatre   50  |  U-Shape   20 |

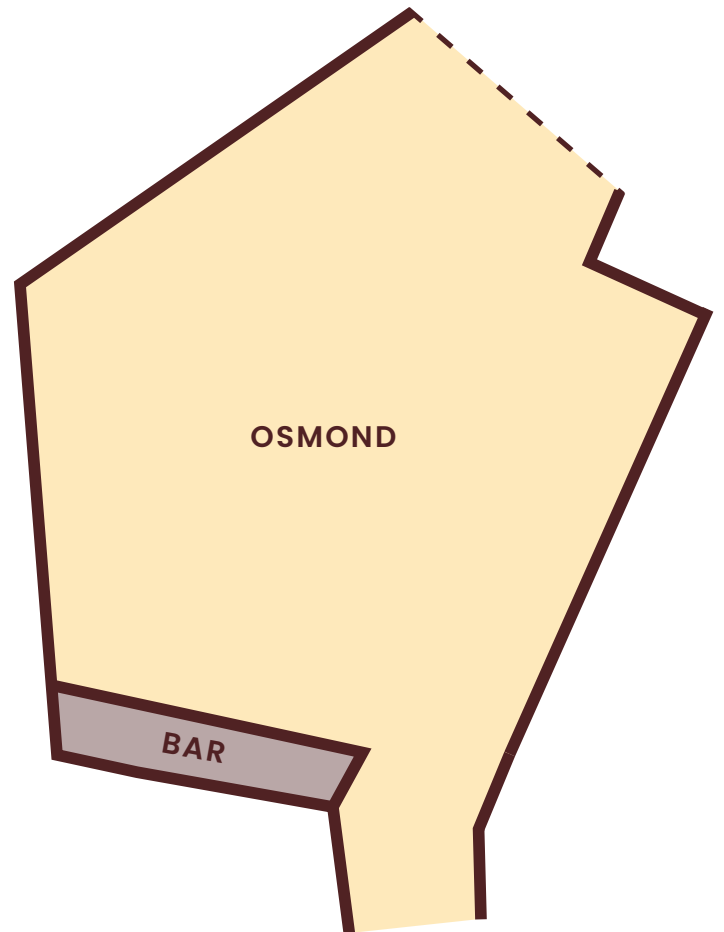
## FACILITIES

-  Bar  AV  Casting

## INVITED TOO MANY PEOPLE?

Combine with Fullarton instead of restricting your guest list.

- Refer to page 7 for all room combinations.





## CORNER LOUNGE

This semi-private area boasts comfortable lounge seating and standing room. The perfect space for an after work gathering or casual networking event.

**MINIMUM SPEND**

\$500

**CAPACITY**

40



## LOFT SUITE

Travelling for work? The Loft Suite provides accommodation, kitchenette and boardroom facilities all in one.

**ROOM HIRE**

*Price on request*

**CAPACITY**

Boardroom | 12

**AMENITIES**

Private toilets  
King bed  
Kitchen



# SPORTYS

Offering an unparalleled experience following a two-stage renovation, Sportys is equipped with a wall-to-wall LED and 360° bar, comfy booth seating, customised audio zones, modern touches and more. Plus, we've added healthy competition to the mix with our brand-new digital darts and shuffleboard.

Gather your mates together; book a private function in a specific area, secure a booth package or get interactive in our game zones.

## MEZZANINE

### CAPACITY

45

### MINIMUM SPEND

\$500

*Only applies Friday, Saturday & long weekends*

## ARENA

### CAPACITY

60

### MINIMUM SPEND

\$2,500

*Only applies Friday, Saturday & long weekends*



**BOOK A  
BOOTH | \$400**

**INCLUDES CHEFS  
CHOICE TASTING  
PLATTER AND  
20 DRINK TICKETS**



SHUFFLEBOARD



DIGITAL DARTS

# GAME ZONES

We're all a big kid at heart, right? Our interactive Game Zones include the choice of Shuffleboard, Digital Darts or Eight-ball. Choose from our two packages below and prepare for non-stop fun.

## AMATEUR PACKAGE | 25PP

*Minimum 6 people*

1 Hour of Play - Single Game

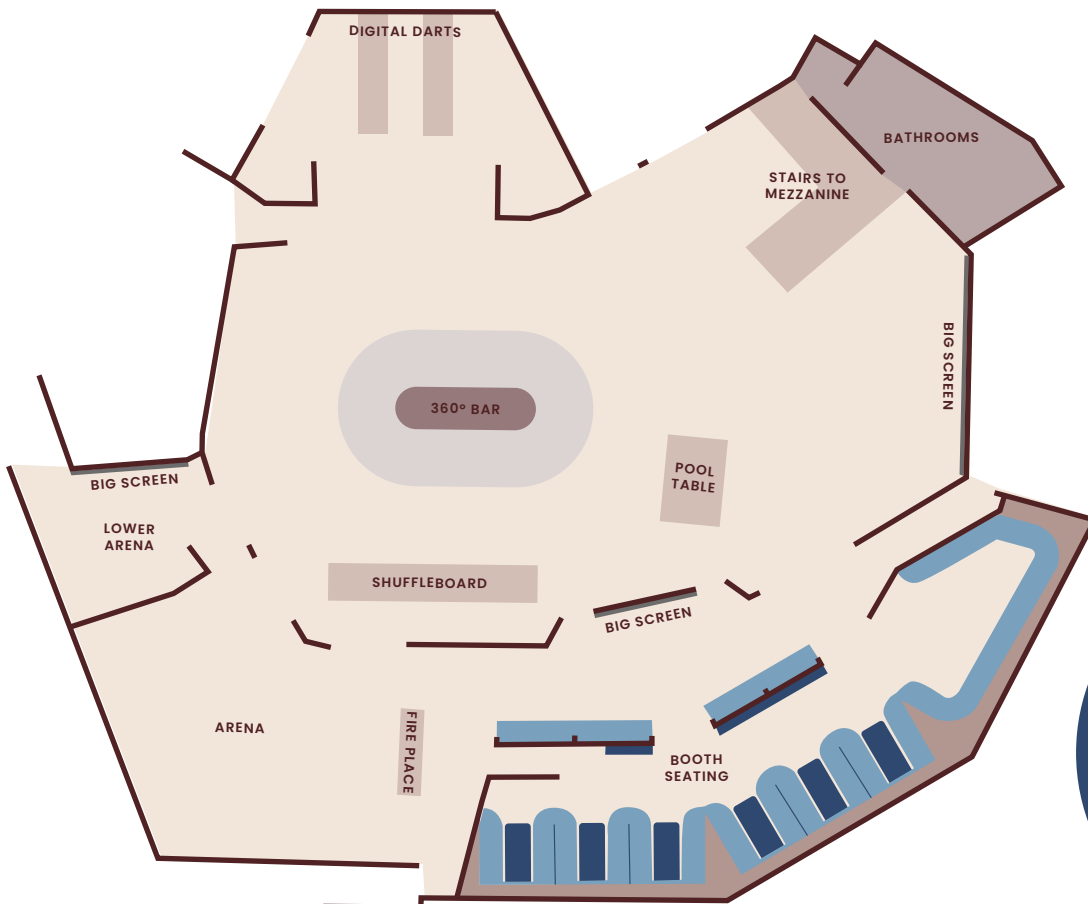
Includes 2 drink tickets per person

## PRO PACKAGE | 55PP

*Minimum 6 people*

2 Hours of Play - Pick 2 Games

Includes chefs tasting platter,  
3 drink tickets per person



**KEEP YOUR MATES HAPPY**

ADD SHUFFLEBOARD OR DARTS FREE PLAY TO YOUR PRIVATE FUNCTION

2 HOURS | \$200

# GROUP MENU

Minimum 30 people

80+ guests require alternate drop menu

## 2 MAIN 1 DESSERT

alternate drop | 55  
guest choice | 70

## 1 ENTRÉE 2 MAIN

alternate drop | 60  
guest choice | 75

## 1 ENTRÉE 2 MAIN 1 DESSERT

alternate drop | 65  
guest choice | 80

## 2 ENTRÉE 2 MAIN 2 DESSERT

alternate drop | 75  
guest choice | 90

## ENTRÉE

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### TRUFFLE MUSHROOM ARANCINI (V)

tomato sugo, aioli, fresh parmesan

### CAPRESE SALAD (V)(GF)

fig balsamic, bocconcini, heirloom tomato, fresh basil, pickled onion

### SPENCER GULF KING PRAWNS (GF)

tomato dill aioli, pickled fennel, cucumber salsa

### MISO MUSHROOM (VE)(GF)

char-grilled mushroom, miso glaze, fried enoki, watercress

### 12 HOUR PRESSED LAMB (GF)

chimichurri, cauliflower purée, fried kale, za'atar

### SOUS VIDE CHICKEN BREAST

pearl couscous, cumin yoghurt, tomato salsa, crispy chickpeas

## SIDES

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CIABATTA BREAD ROLLS WITH BUTTER | 1.5PP

SALAD GREENS | 3PP

maple mustard dressing

ROASTED GARLIC CHAT POTATOES | 5PP

## MAIN

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### BEEF FILLET (GF)

garlic chat potatoes, baby carrot, green beans, red wine jus

### ROASTED CHICKEN BREAST (GF)

potato rosti, blanched broccolini, pumpkin cream, shaved parmesan

### CHAR-GRILLED PORK CUTLET (GF)

duck fat potato galette, leek purée, asparagus, apple-cranberry chutney

### OVEN BAKED ATLANTIC SALMON (GF)

potato rosti, broccolini, romesco sauce, crispy leek

### SPICED ROASTED CAULIFLOWER (VE)(GF)

red pepper hommus, drunken currants, chimichurri, fried kale

## DESSERT

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### CHOCOLATE LAVA CAKE

vanilla ice cream, cookie crumb, chocolate sauce

### LEMON CHEESECAKE (GF)

passionfruit coulis, coconut lemon crumble

### STICKY DATE PUDDING

butterscotch sauce, vanilla ice cream, biscoff crumb

### SMASHED PAVLOVA (GF)

mixed berry compote, raspberry cream, pistachio crumb

### COCONUT CHIA PUDDING (VE)(GF)

coconut cream, mango-strawberry compote, toasted coconut

**COCKTAIL  
HOUR | 10PP**

ADD ON ANY 2  
COCKTAIL FOOD  
OPTIONS FOR  
1 HOUR OF SERVICE  
BEFORE YOUR DINNER







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BEST  
We have a hat for  
& family owned business for  
100 Years, you can rely on us

# COCKTAIL MENU

## SAVOURY

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**TOMATO BRUSCHETTA (V) | 70**  
bocconcini, basil pesto

**WEDGES (V) | 70**  
sweet chilli, sour cream

**SPINACH AND FETA TRIANGLES (V) | 70**

**RED PEPPER HOMOUS BLINI (V) | 75**  
spring onion, crispy chickpea

**FRIED PLANTAIN (VE)(GF) | 75**  
lime and avocado cream, tomato salsa

**TRUFFLED MUSHROOM ARANCINI (V) | 85**  
aioli, shaved parmesan

**SMOKED SALMON CRÊPE | 85**  
dill cream, pickled onion

**ASSORTED VILI'S PASTRIES | 85**  
tomato chutney

**SALT AND PEPPER SQUID | 95**  
lime aioli

**SALT AND PEPPER TOFU (VE)(GF) | 85**  
sticky soy sauce, crispy fried shallots

**MIXED SUSHI (GFA) | 85**  
kewpie, soy sauce

**CHEESE BOARD (V)(GF) | 85**  
assorted cheeses, mixed nuts, fruits,  
charcoal crackers

**GRAZING BOARD (GFA) | 90**  
dip, charred bread, cured meats, marinated  
olives, sourdough, pickles, chutney

**BUTTERMILK FRIED CHICKEN TENDERS | 90**  
chipotle aioli

**JERK CHICKEN SKEWERS (GF) | 95**  
mango pineapple sauce

**SASHIMI KINGFISH (GF) | 95**  
dehydrated mandarin, dragon fruit, yuzu  
pineapple dressing, dill

**SMOKED WAGYU CROSTINI | 100**  
cheddar, herbed aioli, fried capers

**VEGAN CHICKEN SLIDER (VE) | 110**  
crunchy slaw, chipotle aioli

**CHICKEN SLIDERS | 110**  
southern fried chicken, chipotle aioli,  
crunchy slaw

**BEEF SLIDERS | 110**  
pickles, burger sauce, cos lettuce,  
tomato, cheese

## PIZZAS

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Gluten Free pizza bases available add \$10 per selection

**HAWAIIAN | 90**  
tomato sugo, cheese, ham, pineapple

**PEPPERONI | 90**  
tomato sugo, cheese, oregano

**BBQ CHICKEN | 90**  
tomato sugo, cheese, capsicum, onion, BBQ sauce

**MUSHROOM (V) | 90**  
cream sauce, cheese, onion,  
baby spinach, parmesan

**MEAT LOVERS | 90**  
tomato sugo, cheese, chicken, ham,  
sopressa, onion

**VEGAN SUPREME (VE) | 90**  
tomato sugo, vegan cheese, baby spinach,  
mushroom, onion, pineapple

## SWEET

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**ROCKY ROAD SLICE (GF) | 85**

**CHOCOLATE PEANUT BROWNIE (VE)(GF) | 85**

**VEGAN LEMON SLICE (VE)(GF) | 90**

**STICKY DATE SLICE | 85**  
butterscotch cream

**DOUGHNUT BITES | 85**  
cinnamon sugar, caramel sauce

**ASSORTED GELATO CUPS (GF) | 95**

**CAN'T DECIDE?**  
**BUILD YOUR OWN PACKAGE**

*2 HOURS OF SERVICE*

**PICK 6 | 35 PP**

**PICK 8 | 40 PP**

**PICK 10 | 45 PP**



# DRINKS PACKAGES

We have a drinks package to suit your budget and taste. Want to pick your own drinks? No worries, speak to our Functions Manager about a cash bar or bar tab instead.

## DELUXE

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**2 HOURS | 38PP**

**3 HOURS | 48PP**

**4 HOURS | 58PP**

The Lane Series Lois Sparkling Blanc de Blancs  
Wicks Estate Sauvignon Blanc  
Mr Riggs Mrs Gris Pinot Gris  
Shottesbrooke Estate Grenache Rosé  
Claymore Dark Side of the Moon Shiraz  
Leconfield Cabernet Sauvignon  
No, No. non-alcoholic Rosé  
Tap Beer  
Hills Apple Cider  
Heineken Zero  
Soft Drink  
Juice

## STANDARD

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**2 HOURS | 30PP**

**3 HOURS | 40PP**

**4 HOURS | 50PP**

Willow Point Sparkling White  
Willow Point Sauvignon Blanc  
Willow Point Chardonnay  
Willow Point Rosé  
Willow Point Moscato  
Willow Point Shiraz  
Willow Point Cabernet Merlot  
Tap Beer  
Hills Apple Cider  
Heineken Zero  
Soft Drink  
Juice

## PREMIUM

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**2 HOURS | 45PP**

**3 HOURS | 55PP**

**4 HOURS | 65PP**

Pike & Joyce Sparkling Pinot Noir  
Shaw + Smith Sauvignon Blanc  
Lobethal Road Pinot Gris  
Sons of Eden Freya Riesling  
Seppeltsfield Grenache Rosé  
Torbreck Woodcutters Shiraz  
Sons of Eden Kennedy GSM  
No, No. non-alcoholic Rosé  
Tap Beer  
Hills Apple Cider  
Heineken Zero  
Soft Drink  
Juice

## CASH BAR

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Guests purchase their own drinks

## BAR TAB

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Specified drinks charged on consumption

## SUBSIDISED DRINKS

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Guests pay a reduced price per drink as they order, and the balance is charged to your account. Ask for more details on our subsidised package options.

## CORKAGE

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\$20 per bottle

# CORPORATE CATERING

## BREAKFAST PLATTERS

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### PICK 2 | 12PP

*Minimum 10 people*

#### FRESH FRUIT CUPS (VE)(GF)

seasonal fruit, mixed berry compote, coconut yoghurt

#### BANANA AND NUTELLA OATS

overnight oats, blue berry compote

#### MINI COSSANTS (GFA)

Barossa sliced ham, cheese, tomato

#### BACON AND EGG ENGLISH MUFFINS

Hahndorf bacon, melted cheese, BBQ relish

#### SMASHED AVOCADO (VE)(GFA)

pickled onion, heirloom tomato, sourdough

#### SMOKED SALMON BAGEL (GFA)

dill cream cheese, baby spinach, pickled onion

## PLATED HOT BREAKFAST

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### PRE-SELECT 4 ITEMS | 30PP

*To be served with toasted buttered sourdough*

#### HAHNDORF BACON (GF)

#### PORK CHIPOLATA (GF)

#### POACHED EGGS (V)(GF)

#### POTATO ROSTI (V)

#### ROAST TOMATO (VE)(GF)

#### SMASHED AVOCADO (VE)(GF)

#### MUSHROOM (VE)(GF)

## BREAK ITEMS

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### EACH ITEM | 6PP

#### SAVOURY

#### PORK AND CHORIZO SAUSAGE ROLLS

tomato relish

#### MINI CROISSANTS (GFA)

Barossa sliced ham, cheese, tomato

#### ASSORTED QUICHES (GFA)

#### TOMATO BRUSCHETTA (V)

bocconcini, basil pesto

#### BACON AND EGG ENGLISH MUFFINS

Hahndorf bacon, melted cheese, BBQ relish

#### SMASHED AVOCADO (VE)(GFA)

pickled onion, heirloom tomato, sourdough

#### SMOKED SALMON BAGEL (GFA)

dill cream cheese, baby spinach, pickled onion

#### SWEET

#### SCONES

strawberry jam and cream

#### ASSORTED DANISH PASTRIES

#### BANANA BREAD

#### CHOCOLATE CHIP COOKIES (GF)

#### FRESH FRUIT CUPS (VE)(GF)

seasonal fruit, mixed berry compote, coconut yoghurt

#### LEMON SLICE (VE)(GF)

## BREWED TEA + COFFEE

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### FULL DAY | 8PP

### HALF DAY | 5PP

## LAVAZZA SELF-SERVE ESPRESSO COFFEE

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### HALF DAY | 6PP

### FULL DAY | 10PP

## WORKING LUNCH

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### PICK 2 | 18PP

*Additional item selection | 5pp*

### ADD PIZZAS | 10PP

#### WRAP OR FOCACCIA

##### **CHICKEN (GFA)**

cheese, cucumber, herbed aioli, lettuce

##### **SMOKED BAROSSA HAM (GFA)**

pickled mustard relish, cheese, tomato, lettuce

##### **SMOKED WAGYU BEEF (GFA)**

burger sauce, pickles, lettuce, cheese, onion

##### **MARINATED TOFU (VE)(GFA)**

asian slaw, sticky soy dressing

##### **VEGAN CHICKEN (VE)**

cos lettuce, vegan chipotle, tomato, pickled onion

##### **HOMMUS (VE)(GFA)**

lettuce, carrot, tomato, cucumber, pickled onion

#### SALAD BOWL

##### **CHICKEN CAESAR SALAD (GFA)**

cos lettuce, bacon, croutons, Caesar dressing

##### **GREEN GODDESS BOWL (VE)(GF)**

quinoa, spinach, broccoli, edamame, beetroot, roasted carrot, cranberries, seeds

##### **MEXICAN BOWL (VE)(GF)**

corn salsa, cos lettuce, brown rice, pickled onion, chipotle aioli, nacho crumb



## WORKSHOP PACKAGE

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### 43PP

*Includes all day brewed tea and coffee*

#### MORNING TEA

##### **PORK AND CHORIZO SAUSAGE ROLLS**

tomato relish

#### LUNCH

Select 1 Focaccia or wrap

Select 1 Salad Bowl

Pizza Platters

Soft Drinks

#### AFTERNOON TEA

##### **CHOCOLATE CHIP COOKIES (GF)**





# ADD SOMETHING SPECIAL

Looking to add something more to your event? We have you covered. Speak to our Functions Manager for pricing and information.

## **GRAZING TABLES**

everything from cheese and antipasto, seafood or sweet treats, speak to our team for pricing

## **HIGH TEA**

perfect for an afternoon event, menus to suit all budgets available

## **SIGNATURE COCKTAIL**

enjoy your favourite cocktail with all your guests on arrival

## **ENTERTAINMENT**

we can help book DJ's or bands for your event

## **CUSTOM SIGNAGE AND MENUS**

designed perfectly by our in-house graphic designers to suit your theme

## **CAKEAGE**

bring your own cake and have it plated with coulis and cream

## **DANCE FLOOR**

pricing dependent on size

## **PHOTOBOOTH**

Hashtag Instaprints:  
[hello@hashtaginstaprints.com.au](mailto:hello@hashtaginstaprints.com.au)

## **FLORIST**

The Gathered Bunch:  
[info@thegatheredbunch.com.au](mailto:info@thegatheredbunch.com.au)

## **BALLOONS AND DECORATIONS**

ABC Events & Balloons:  
[hello@abckidsplayzone.com.au](mailto:hello@abckidsplayzone.com.au)



# ACCOMMODATION

62 spacious guest rooms to suit all tastes and budgets. Free Wi-Fi and parking make the Arkaba the perfect place for event attendees to stay.

## ROOM TYPES

### LOFT SPA SUITES

2 bedrooms split across two levels,  
1 king bed, 1 queen bed, 1 sofa bed, spa bath

### EXECUTIVE SPA SUITES

1 king bed, 1 sofa bed, spa bath

### LUXURY SPA SUITES

1 king bed, 1 sofa bed, spa bath

### DELUXE ROOM WITH SPA

1 queen bed, 1 sofa bed, spa bath

### DELUXE TWIN QUEEN ROOM

2 queen beds

### DELUXE ROOM

1 queen bed, 1 sofa bed

### STANDARD ROOM

1 queen bed, or 2 double beds

### BUDGET GROUND FLOOR

2 double beds



# TERMS & CONDITIONS

- 1. TENTATIVE BOOKINGS**  
We will hold a tentative booking for a maximum of 7 days.
- 2. CONFIRMATION & DEPOSIT**  
A confirmation form needs to be completed within 7 days to secure your booking. At this time a deposit equal to the room hire amount is required
- 3. CANCELLATIONS** Cancellation of function rooms and/or accommodation by you must be advised in writing. If the event is cancelled with less than 30 days notice all deposits will be forfeited. For bookings made within the 30 day cancellation period, the deposit is automatically non refundable unless negotiated otherwise.
- 4. PAYMENT** Please see below for your payment schedule  
**DEPOSIT** – Within 7 days of confirming booking  
**FINAL PAYMENT** – 7 days prior to event – 100% anticipated food, beverages and AV charges.  
**Day of event** – Any miscellaneous charges from the day of event (eg bar tab) \*An invoice can be generated for payment after the event if approved by the Function Manager prior to the event.
- 5. MENU SELECTION** We require your food and beverage selection to be confirmed in writing no later than 7 days prior to the event.
- 6. FINAL NUMBERS** We require written notification of the final number of expected guests, 7 days prior to your event. Charges will be made based on the final number, or the attendance number, whichever is greater.
- 7. DIETARY REQUIREMENTS** We require written notification of all dietary requirements 7 days prior to your event. Any dietary requirements that are not disclosed until the day of the event will be charged in addition to the final numbers given.
- 8. INSURANCE** We cannot take responsibility for damage to or loss of items before, during and after an event, and recommend that you arrange appropriate insurance cover. Items will not be stored at the venue pre or post event unless prior approval from the function manager has been granted.
- 9. DAMAGE** Please note, you are financially responsible for damage sustained to hotel property and fittings during the event. No attachments are to be used on the walls without prior arrangement with us.
- 10. DRESS CODE** It is your responsibility to ensure that all attendees adhere to our dress code and behave in an orderly manner during the event.
- 11. SECURITY** Arrangement for security can be made upon request. An additional charge will apply
- 12. LABOUR CHARGES/EXTENDING HOURS** Any event continuing beyond the confirmed departure time may incur an additional charge.
- 13. ACCOMMODATION** Subject to availability, function rates will be offered in conjunction with your event.
- 14. PARKING** Is free, please note that all parking is subject to availability.
- 15. EXTERNAL CATERING** No food or beverage may be brought onto the hotel premises for consumption during the event.
- 16. ENTERTAINMENT** Background music can be provided in our functions rooms if you wish. The Arkaba Hotel boasts live entertainment throughout the Hotel. Private entertainment can be arranged for your event should it be required. All costs will be incurred by you. An entertainment approval form must be completed prior to event for any live performances.
- 17. EXHIBITIONS** Exhibition companies and exhibitors are responsible for transport, set up and dismantling of their own equipment in accordance with our health and safety codes.
- 18. ADVERTISING** Prior permission is required to use the hotel name and/or logo in print and/or audio visual display. All proposed artwork must be approved by hotel management prior to publication.
- 19. CLEANING** General and normal cleaning is included in the cost of the room hire. Additional charges may be incurred by you in instances where an event has created cleaning requirements which are considered to be over and above normal cleaning. Use of table scatters or confetti cannons will incur additional charges.
- 20. RESPONSIBILITY** Should we be unable to provide facilities reserved due to circumstances beyond our control, no further claim other than entitlement to a full refund of any deposits paid may be made. We will endeavour to provide you with reasonable notice. We reserve the right to re-allocate function rooms due to circumstances beyond our control. If the final numbers increase or decrease significantly from those advised at the time of reservation, we may substitute a more appropriate room for your choice. We will discuss any changes with you when the decision is made.
- 21. ADDITIONAL SERVICES** We will be pleased to arrange a variety of additional services upon request, such as entertainment, technical equipment, etc. A charge may be incurred for some services. If the event is cancelled, such service charges will be your responsibility.
- 22. FUNCTION ROOM ACCESS** Please note that guaranteed access is 1 hour prior to your function. Early access may be arranged at an additional cost, if required please discuss with our function manager.
- 23. Wi-Fi** The Wi-Fi service is provided by the Arkaba Hotel and is completely at our discretion. Your access to the network may be blocked, suspended, or terminated at any time for any reason. We cannot guarantee the Wi-Fi or specific rates of speed and connectivity. We are not liable for any damage, undesired resource usage, or detrimental effects that may occur to a user's device and/or software while the user's device is connected to the Wi-Fi.



EST. 1966

# ARKABA HOTEL

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A PROUDLY SOUTH AUSTRALIAN, FAMILY-OWNED BUSINESS