



# Conference Package

## The venue that's right for you

Thoroughbred Park is quickly developing an enviable reputation for wedding, function and conference facilities.

Offering the best of both worlds with the freedom and tranquillity of a park setting with views of the Brindabella and Majura mountain ranges situated only five minutes from the heart of Canberra on a light rail stop.

Thoroughbred Park is the perfect location for your next event with versatile light filled function rooms and complimentary parking in a secluded and secure environment.

You can be confident that our staff will do their very best to ensure your event will be a great success. We offer an extensive variety of menus and our in-house chef is flexible and happy to tailor a menu to suit your event requirements.

We look forward to partnering with you to present a professional and successful event.

**Thoroughbred Park  
Catering & Event Team**



# Venue options



## Rich Reward Room

\$650 per day

Event Types: Parties, Weddings, Cocktail Functions, Conferences, Dinners & Presentation Evenings

Access to Private Grandstand, In-built Audio-Visual system & Floor-to-ceiling windows with blinds



## Silks Room

\$875 per day

Event Types: Parties, Weddings, Cocktail Functions, Conferences, Dinners, Gala's & Presentation Evenings

Access to Grandstand and Public Lawns, In-Built Audio-Visual

System & Floor-to-ceiling windows with blinds



## Thoroughbred Club

\$350 per day

Event Types: Conferences, Training Events & Exams

Private room



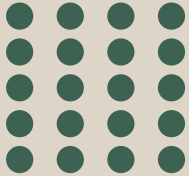



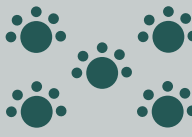

## Owners Lounge

\$350 per day

Event Types: Intimate Training Events, Board Meetings & Exams.

Intimate setting for small groups

# Venue style and capacity

	 Theatre style	 Classroom style	 Banquet style	 Cocktail style	 Cabaret style	 Boardroom style
Thoroughbred Club	60	50	-	-	50	40
Owners Lounge	-	16	-	-	-	12
Rich Reward Room	90	60	150	180	80	-
Silks Room	200	180	250	320	140	-

# Day Delegate Packages

## Full Day

**8:30am – 5:00pm**

**\$85 per person**

Minimum 20 guests

Inclusions

Free and secure Parking

- Private Room
- 1x White Board with markers + eraser
- 1x Flip Chart
- Notepad & Pens
- Dedicated onsite conference concierge
- All Day Tea and Coffee
- Morning and Afternoon Tea Break
- Lunch

## Half Day

**8:30am – 12:30pm or 1:00pm – 5:00pm**

**\$70 per person**

Minimum 20 guests

Inclusions

- Free and secure Parking

- Private Room
- 1x White Board with markers + eraser
- 1x Flip Chart
- Notepad & Pens
- Dedicated onsite conference concierge
- All Day Tea and Coffee
- Morning or Afternoon Tea Break
- Lunch

## Additional items

WiFi - \$50 per day

TV 75" - \$50 per TV

Electronic white board - \$100

Handheld microphone – 1 for \$25  
or 2 for \$50

Professional lectern with microphone - \$125

Remote presenter slide advance - \$40

Stage - \$50 per piece (minimum two pieces)

Name Tags - \$1.50 paper or fabric

Name Plate - \$1.50 paper or \$3.00 Plastic

# Day Delegate Menu



## Selection of Morning Tea & Afternoon Tea

Choose two options for Morning Tea and two options for Afternoon Tea

### Savoury

- Watermelon and mint skewers with vanilla yoghurt GF
- Assorted flavoured yoghurt or natural yoghurt jar GF
- Granola, seasonal berry, yoghurt GF
- Gourmet beef sausage rolls
- Gourmet party pies
- Quiche Lorraine
- Double smoked ham and cheese croissants

### Sweet

- Assorted house-made muffins
- Assorted Danish pastries
- Portuguese tarts
- Lamingtons
- Assorted cake slices
- Freshly baked scones with local jam vanilla cream
- Banana walnut slices

## Lunch Selection

Choice either 1 hot OR 1 cold option.  
All served with Golden Valley Orange Juice.

### Hot

- Roasted Pork Belly with shallot, soy & chilli, Singapore Noodles & pickled dikon radish (DF)
- Grilled Lamb Kofta, rice pilaf & tzatziki (GF, DF option available)
- Miso Glazed Eggplant with steamed rice, bok choy & teriyaki sauce (V, VE, DF, DF)

### Cold

- Chicken Ceasar Wrap, ham, cheese & pickle slider with seasonal fruit (GF option)
- Smoked salmon, caper & cream cheese bagel, granola bar with seasonal fruit (DF)
- Chicken & crispy noodle salad with wombok, red cabbage & lime dressing (GF, DF,N)
- Vegetarian option available upon request

## Dietaries

All dietary requirements are due with final catering numbers, a minimum of 10 business days prior to the event.

Any additional dietary requirements requested on the day of the event will be charged at the price of the meal with an additional 20% surcharge.

- GF gluten free
- DF Dairy free
- NF Nut free
- V Vegetarian
- VE Vegan

# General Information – all packages

## Security

Security Guards – a quote can be obtained from our supplier, minimum 4 hours with 2 guards. Security is required at all birthday parties (18th, 21st, 30th, 50th etc), race day events and sport- functions. Thoroughbred Park maintains the right to request security be onsite for your event should they feel it necessary, in which case the client will cover the cost. This will be decided in advance of your event.

## Terms and Conditions

A deposit of \$500 and a completed booking confirmation is required to secure your function booking date. In the event that the deposit is not paid within 10 working days from issue, Thoroughbred Park reserve the right to cancel the booking and allocate the venue to another client. For the purpose of catering requirements, confirmation of final numbers and dietaries are required 10 working days prior to your event. Full payment for room hire and catering for your event is required 7 days prior to the event. Full payment of beverages and miscellaneous items is required no later than 10 working days after your event. The Hirer is financially responsible for any damage to Thoroughbred Park property during the function.

## Our Preferred Suppliers

EAVS – For all additional AV requirements  
MobyDisc – For all DJ requirements  
Hireall – For all Marquees and Event Styling requirements

## Cancellation Policy

Any event cancelled 91 days or more prior to the event will not incur a cancellation fee and any deposits paid will be refunded to the client. 90–31 days prior to event: in the event of the function being cancelled between 31 and 90 days prior, a cancellation fee equal to the deposit paid will apply. 30–8 days prior to event: in the event of the function being cancelled 8–30 days prior, a cancellation fee equal to the deposit paid and 50% of estimate revenue will apply.

7 days or less prior to event: in the event of a function being cancelled 7 days or less prior, a cancellation fee equal to 100% of estimated revenue will apply.

## Food and beverage policy

Guests are NOT permitted to bring any food or beverages into the venue without written consent from the Event and Catering Manager and there is a limit on what can be brought in.

## General

Whilst Thoroughbred Park will take every reasonable measure to ensure the safety of any personal or corporate items, or equipment brought into Thoroughbred Park, these items remain the sole responsibility of the person bringing them in and we will not accept responsibility or be liable for the reimbursement for any items that may be lost or damaged.

## Surcharges

### Sunday and Public Holidays:

Surcharges for Sunday use (10%) and Public Holiday (15%) apply to all room hire prices. Labor Surcharge of 10% of the total food and beverage account is applicable to all functions held on a Public Holiday.

### Other:

Functions & Cocktail parties with less than 50 guests incur a surcharge of \$200.00. Conferences require a minimum of 20 people attending. Conferences with 11–19 persons will incur a surcharge of \$5 per person; conference with less than 10 persons will incur a surcharge of \$10 per person. A Service fee of \$2.00 per person, per course applies for an alternate meal selection. Alternate meals are two selections only.

# Thank you for considering Thoroughbred Park for your Special Event

Please contact our Professional, friendly team to book a Site Visit or request an event proposal.

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