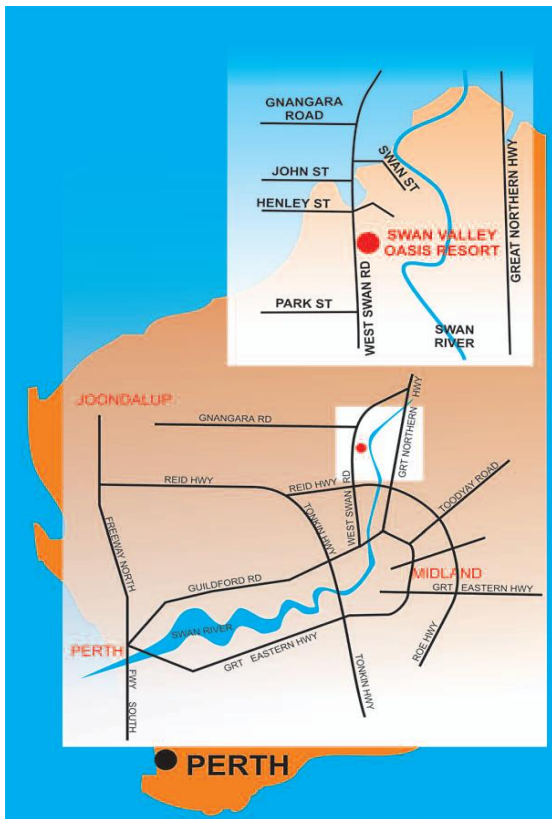




Conference Package



Swan Valley Oasis Resort, Restaurant & Function Centre Information



Contact Details

10250 West Swan Road
Henley Brook 6055
Ph: (08) 9296 5500
Fx: (08) 9296 5556

accommodation@swanvalleyoasis.com

Location

Distance from Domestic Airport 16km
Distance from International Airport 22km
Distance to the city 27km

Distinctive Features

Set in the heart of Western Australian oldest wine growing region the Swan Valley Oasis is ideally located for a small boardroom meeting, a corporate retreat or day team building.

Accommodation

32 guestrooms with a choice of standard, spa suite and self contained unit.
Also available are 7 self contained chalets next door

Guest Room Features

- Wheel chair accessibility features
- King Size Beds
- Mini Fridge
- Individual Reverse cycled Air conditioned
- Colour T.V

- Radio alarm clock
- Hair Dryer

Hotel Features

- Fully Licensed Restaurant
- Ample Free Parking
- Guest Laundry
- All major Credit Card Accepted

Recreation Facilities

- Solar Heated Pool
- Gymnasium
- Sauna
- Jacuzzi
- Supa Golf
- Laser Corps
- Walking Trail

Nearby Attractions

- Local & International Wineries
- Craft Breweries
- Wagon Winery Tours
- Aboriginal Art Gallery
- Distilleries
- Whiteman Park
- Margaret River Chocolate Factory

Hire Rates

The Lilac Tree Room **\$550** **– no catering \$650**

Ideal for larger conferences or meetings, seating up to 150 people. Suitable also for the smaller conference wanting breakout areas. This room has a fully licensed bar, wifi zone and wireless microphone
Room hire is from 8am-5pm



The Pavilion Rendezvous **\$350 -** **no catering \$450**

A private room away from the main building overlooking the Supa golf course. Suitable for a smaller group encouraging a group focus and interaction. This room also has a small courtyard and a break away area above the room.
Room hire is from 8am-5pm



Garden Gazebo **\$400**

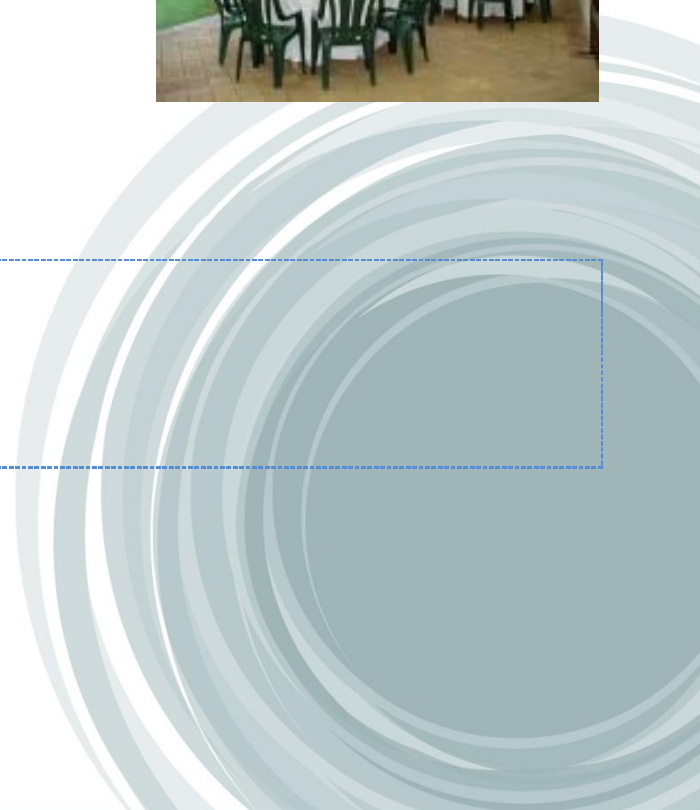
Our garden gazebo is suitable for the larger corporate or social function available with its own dance floor or stage area. This can be set up with full bar facilities, marquee and ideal for the summer evenings.



The Boardroom **\$250**

No catering \$300.00

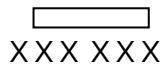
The boardroom is the perfect venue for a small conference
Seating up to eight people.
Room hire is from 8am-5pm.



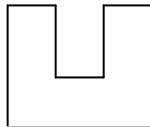
Rooms

| | Classroom | Theatre | U-shape | Banquet | Area sqm |
|------------------------|-----------|---------|---------|---------|-------------------|
| Lilac Room | 60 | 120 | 44 | 150 | 195m ² |
| Pavilion Rendezvous | 24 | 50 | 24 | 40 | 64m ² |
| Garden Gazebo | N/A | 300 | N/A | 220 | |

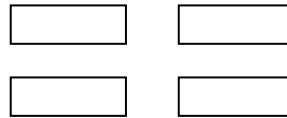
Theatre Style



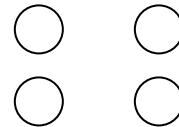
U-Shape



Classroom Style



Banquet



Room Hire

Hire of the function room is from 8am until 5pm. If early access is required for set up please inform 7 days prior to function date. A \$250 surcharge maybe charged for any function going past these times.

If your conference does not dine in the Oasis Restaurant, this may incur a surcharge of \$200 per day.

Extra Equipment Available (Daily hire)

| | |
|------------------------------------|-------|
| Video player or DVD With 68cm T.V. | \$105 |
| Overhead projector | \$70 |
| Extra flipchart | \$80 |
| Extra whiteboard | \$80 |
| Data Projector | \$230 |
| Electronic Whiteboard | \$250 |
| Lapel Microphone | \$135 |
| Laptop for Data Projector | \$230 |

Note:

All extra hire equipment needs to have the booking form filled out and signed and sent back to the Swan Valley Oasis

Room hire includes

1 magnetic white board
1 flip chart & marker pens
Projector screen
White tablecloths

Ice water

Lectern & cordless microphone (only available in the lilac room.)

(Fax 9296 5556) all equipment will be priced accordingly.

Book Now!!!

Please call +61 (0) 8 9296 5500

If you wish to view the venue please contact us to make an appointment.

Deposit – Room hire charge.

To confirm your conference booking a completed confirmation sheet and deposit need to be returned to Swan Valley Oasis Restaurant & Function Centre.

This confirmation sheet and deposit need be completed within seven (7) days of booking your conference. If this is not received within this period of time, it may forfeit your booking.

Cancellation may incur a loss of deposit.

Change of Date may incur a loss of deposit and rebooking fee.

Date changes within seven (7) days of the conference date will incur loss of deposit.

Prices subject to change from out dated conference packages

Cleaning charges will apply if carpets require extra cleaning from wine spillage or other products.

Bar facilities can be arranged for your conference group

Conference Menu's

Tea & Coffee on arrival \$5.00 p/p

Continuous Tea & Coffee \$9.00 p/p

Notepad & pen 3.00p/p

Morning Tea \$11.00 p/p

Afternoon Tea \$ 11.00 p/p

Morning tea & afternoon tea is served with freshly brewed Percolated Coffee & with a selection of premium quality & herbal Teas and is served with the chef's choice of scones or cake.

Extra Options Available

- Upgrade your conference mints with a choice of fantails, jelly beans, Snakes \$5.5 p/p
- Upgrade your conference mints with a mixed selection of all the lollies \$5.50 p/p
- Orange juice or lemon lime bitters \$15 per jug
- Selection of mixed sandwiches \$12.50 p/p
- Soft drink \$14 per jug
- Seasonal fresh fruit platter \$5 p/p
- Selection of cheeses and fresh seasonal fruit \$10p/p

Full breakfast buffet option No1 \$29.50 p/p (minimum 15)

Continental breakfast bar: Selection of popular cereal, Toast, raisin bread, fruit juice, jams, vegemite and marmalade.

Percolated coffee & tea

Hot selection: Grilled bacon, sausages, tomato, scrambled egg, mushrooms

Full breakfast buffet option No2 \$37.00 p/p (minimum 15)

Continental selection: Fresh seasonal fruit platter, Selection of popular cereal, Toast, raisin bread, fruit juice, jams, vegemite and marmalade.

Percolated coffee & tea

Hot selection: Grilled bacon, sausages, tomato, scrambled egg, mushrooms, house made pancakes with maple syrup, hash browns

Lunch Option No 1 \$23.00 p/p

(Delegates to pre select their choice of meal and order to be collected at morning tea.)

Tuna fish Sandwich with egg lettuce and tomato

Special fried rice

Grilled Barramundi fillet served with beer fries and salad greens

Chicken parmigana topped with napolitana sauce and cheese served with beer battered fries and garden salad

Thai red chicken curry served with steamed jasmine rice & crisp pappadums

Pasta carbonara with bacon and mushroom in a garlic sauce topped with shaved parmesan

Platter Lunch option No 2 \$25.50 p/p

(Pre select 1 option for all delegates 7 days before conference.)

Selection of mixed sandwiches, gourmet pies, sausage rolls & potato wedges with chilli and sour cream

2 Course Menu option No 3 \$37.00 p/p

(Delegates to pre select their choice of meal and order to be collected at morning tea)

MAINS

River and reef grilled barramundi topped with king prawns and scallops in a creamy garlic sauce served with chefs special potatoes and salad

Special lamb shanks in a Neapolitano sauce served with saltana and almond cous cous

Supreme breast chicken wrapped in bacon stuffed with boconcini cheese, parsley, sun dried tomato and basil served with potato gratin and steamed vegetables

DESSERT

Plum pudding served with creamy hot vanilla custard

Bread and butter pudding served with fresh cream

3 course menu option number 4 \$80.00 p/p

ENTREE

Pan fried scallops served with pear and rocket in red caviar dressing
Cream of chicken soup with pesto crouton

MAIN

Grilled tenderloin of beef served with cranberry basis of rose sauce
Pan fried king Tasmanian salmon w/lemon myrtle couscous and tomato basil salsa on Chinese kalia and sesame honey carrots

DESSERT

Mango and leeches with berry caulis and topped with hazelnut mousse

BBQ Buffet \$49.00 p/p

(minimum 40)

The chef's gourmet selection of bbq food.

Vegetarian options

Steamed jasmine rice with vegetable brochettes
and spicy tomato sauce

Roasted vegetable filo parcel filled with Brie cheese
on a roasted capsicum coulis.

Roast Buffet \$49.00 p/p

(minimum 40)

Beef, Basket of fresh bread rolls, Country fried
chicken pieces, pieces of sweet corn, Oven baked
Jacket potatoes with sour cream, BBQ, 3 Seasonal
Salads.

Extra dishes available for buffet

Grilled barramundi fillets \$6 p/p

Extra salad \$3.50 p/p

BBQ vegetable Skewers \$ 7. p/p

Chilli & lime marinated tiger prawn skewers (3
prawns per skewer.) \$9.50 p/p

Moroccan marinated chicken breast \$7.50p/p

Hot chips \$5.50 p/p

Fruit platter \$7.50p/p

If you require a desert please choose from the
restaurant dessert menu P/A

Conference Sundowner

Wind up your conference with a sundowner on the lawn or ideal for pre dinner drinks. \$19.50p/p

Chef's dips with warm Turkish bread
Crispy fried Asian selection,
Spring roll

Basket of hot beer battered chips with sauces
Sausage rolls

Drinks

A selection of drinks can be arranged from our current wine list for your sundowner. An account is kept of all drinks consumed during the function and a progressive total of the cost can be supplied at regular intervals

Sample Dinner Menus

\$ 59.00 Three Course Set Menu (Option One)

Entrée

- Cream of chicken soup with herb croutons served with a warm bread roll
- King prawn wrapped in bacon deep fried served with chef special cole-slaw and green goddess dressing

Mains

- Oven roasted chicken breast monte cristo, a mozzarella cheese stuffing with sun dried tomatoes served with red currant sage sauce
- Grilled fillet steak with cognac cream mushroom sauce

All main courses are served with seasonal vegetables and roast potatoes

Dessert

- Apple strudel with vanilla flavoured custard sauce
- Death by chocolate cake.

62.00 Three course set menu (option two)

Entree

- Vegetable spring roll served with asian cole-slaw and sweet chilli sauce
- Cream of pumpkin soup fresh mint and cream

Mains

- Herb crusted Tasmanian salmon fillets roasted in the oven served with orange glaze sauce
- Grilled sirloin steak served with wild mushroom sauce

Desserts

- Plum pudding served with ice cream or vanilla custard
- Apple crumble

\$59.00 three course set menu (option three)

Entree

- French onion soup with parmesan croutons
- Oasis tasting plate

Mains

- Pan-fried fish meuniere served with lemon beurre blanc sauce
- Grilled fillet steak served with red wine sauce

Desserts

- Pavlova
- Sticky date pudding

Soft drinks, fresh fruit juice, alcohol are not included in the price; however prices can be quoted to include alcohol.

Team Building Activities available at the Resort
Recommended Activities

Croquet played on the lawn at the front of function room or the restaurant- free game for cooperate groups

Free entertainment for corporate groups with our Karaoke in the Lilac room. Great fun – free bottle of wine for the night’s best singer compliments of management.

Book now please call 08 92965500 ..email accommodation@swanvalleyoasis.com

Please book directly with Laser Corps on 9296 5572 or 9473 0220

Laser Corps is a challenging yet safe & fun sport with a military theme in camouflage clothing and high-powered phaser weapons. Firing a harmless infer red beam detected by sensors worn by players. With no projectiles fired this leaves no bruising unlike paintball.



Supa Golf

Please book directly with Supa golf on 08 9296 5566

The world’s first Supa golf course consisting of an 18 holes with very over sized golf clubs & much larger balls ideal for teams of up to 5.

Discount available for groups of 15 or more



Information & Conditions Venue Booking: bookings taken on the return of a completed confirmation sheet and deposit. Although all efforts will be made to ensure your choice of date & venue are provided, in the event of unforeseen circumstances The Swan Valley Oasis reserves the right to amend the booking.

Decorations: There is to be nothing nailed, screwed, stapled or adhered to any wall, door or surface of the building without the permission of the Management at the Oasis. The cost incurred in cleaning up of the above items will be charged to the client.

Payment: for function must be paid 7 days prior to arrival date by EFTPOS, EFT, cash or credit card . Amex or Diners payments will incur a 4% surcharge.

Credit: The Swan Valley Oasis will not issue credit. Unless prior arrangements has been made with management.

Room Charges: Any accommodation room charges that have been allocated during the conference, which have not been paid for by the person staying in the room, will be paid for by the company. Keys will not be given for rooms unless paid for prior to entry and with a credit card security.

Cancellation Policy: The Swan Valley Oasis Restaurant & Function centre reserves the right to charge the following fee on cancellation of function.

Cancellation within seven days of the event will be charged 75% of initial numbers indicated on the confirmation sheet

Allergies: Though every care will be taken to accommodate your guest dietary needs the Swan Valley Oasis will not be responsible for other people's actions

Deposit: A deposit is required within seven (7) days of confirming your booking. The deposit amount required is the hire cost of the room hired.

Access to the room: Access to the function room is from 8am on the morning of the function. If early access is required for set up please inform 7 days prior to function date.

Final Attendance Numbers: Guaranteed numbers are required seven (7) days prior to function date. Charges will be based on guaranteed numbers or final head count whichever is the greater. Should the final attendance not be received seven (7) working days prior to the function, the attendance indicated on the initial confirmation sheet will be taken as final.

Damage: Any damage sustained to the Swan Valley Oasis Restaurant & Function centre by the client or any of their guests attending the function whether in the function rooms or on any part of the grounds of the Swan Valley Oasis Resort, is the sole responsibility of the function organizer. The cost associated with repairs or abnormal cleaning will be charged to the client.

Beverages: The Oasis is a licensed premise and therefore does not allow BYO drinks of any sort onto or within any part of its premises. Drinks will not be served beyond midnight and Oasis management and staff reserves the right to refuse alcohol service to any persons attending the function

Menu: Confirmation of Menu must be done seven (7) days prior to conference date. If confirmation is not received we, Swan Valley Oasis Restaurant, will choose the lunch menu No 1 and the dinner menu shall be a 3 course set menu. Any changes made after this time will be charged at the Managers discretion.

Hire of Equipment: Written confirmation is needed for any equipment that you require, that is in addition to what is included in the hire of the function room.

Prices: Prices are reviewed annually on the 1st June prices applicable to your conference are those current at the time of your conference. **Please Note: Subject to change**

Book now!! Please call 9296 5500

www.swanvalleyoasis.com

Swan Valley Oasis Confirmation of Reservation

Please complete and return to ensure confirmation of your reservation along with your deposit.
Fax to Swan Valley Oasis on (08) 9296 5556

Company Details:

Company: _____

Event Organiser: _____

Address: _____

_____ Postcode: _____

Telephone No: _____ Fax No: _____

E-mail: _____

Function Details:

Date of function: _____ / _____ / _____ to _____ / _____ / _____

Function room required: _____

Commencement Time: _____ Conclusion Time: _____

Approx No Guest: _____ Type of function: _____

Contact on the day: _____

Preferred method of payment:

Cash Cheque

EFT (faxed confirmation is required of payment, 1 week prior to conference)

Bank- National Bank

BSB No- 086 420

Account No- 79-716-1599

Credit Card Amex and dinners incur a 4% surcharge

Visa Master Card Bank card Diners card Amex

Account Name: _____ Signature on card: _____

Card Number: _____ Expiry Date: _____

Invoice Details: **(STRICTLY SEVEN PRIOR (7) DAYS TO ARRIVAL)**

IF NOT PAID WITHIN 7 DAYS SWAN VALLEY OASIS WILL TAKE PAYMENT FROM CREDIT CARD

Account contact: _____

Address: _____ Postcode: _____

Telephone No: _____ Fax No: _____

Please sign this and fax back to the Swan Valley Oasis. Booking will not be taken until this is received.

I have read and understand the information and conditions and accept responsibility, abiding by these terms

Company Name: _____ Signature: _____

Name (Printed): _____ Date: _____

Hire equipment booking form

Please fill out the form and fax back to the Swan Valley Oasis to 9296 0372

- Equipment required:
- Electronic Data Projector:
- Electronic white board:
- Lapel Microphone:
- Room Partitions:
- T.V. & Video
- T.V. & DVD player
- Overhead projector
- Laptop for data projector

Company Name: _____ **Function Date:** _____

Signature: _____ **Name (Printed):** _____

Number of day required: _____

Office use only

Date booked: _____

Price quoted: _____

Booked with: _____

Booking No: _____

Book Now!! Please Call 9296 5500

