



BRISBANE
RACING CLUB
EAGLE FARM & DOOMBEN

Corporate Suite Booking Form

For confirmation of event booking and catering/beverage details contact the Sales
and Events Department
ph: 3268 2171



Corporate Suite Hire Costs

Please select the raceday of your choice as listed below.

A calendar of race dates at Eagle Farm and Doomben is available on www.brc.com or by calling 3268 2171.

CORPORATE SUITE HIRE COSTS				
	Max Capacity of Suites	Saturday Raceday	Midweek Raceday	Major Raceday
Eagle Farm Corporate Suites	40	\$1800	\$1600	\$3800
	35	\$1575	\$1400	\$3325

Food and Beverage not included in above suite hire costs

Corporate Suite Hire Inclusions:

- o Entry into the Racecourse
- o Air-conditioning
- o Uninterrupted Views of Racetrack
- o Private Bar Facilities and close proximity to tote facilities
- o Racebooks (1 for every 2 guests)
- o Signage at Entry to Suite
- o Television monitors



Please note:

- o All Prices include GST.
- o Major raceday pricing takes effect during the Winter Racing Carnival and Melbourne Cup
- o Bookings on public holidays incur a 15% surcharge
- o All bookings must include catering by either Doomben or Eagle Farm Racecourse.
- o Some suites at Eagle Farm can be joined to suit guest numbers greater than 40

Dress Standard – Corporate Suites

Men: Collared shirt tucked, tailored trousers, covered dress shoes PLUS either a tie or a tailored suit-style jacket or blazer

Ladies: Smart Racewear, No Denim

Guests not adhering to the above dress standard will not be permitted entry into the Corporate Suites.

Theming Concepts

Our preferred supplier is Moreton Hire ph: 3307 4444

Please note balloons are not permitted on course.

Suite Menus

A minimum of 6 guests applies

Dietary Requirements can be accommodated if advised no later than one week prior to event
Dietary requirements cannot be accommodated if advised on the day of the event

Menu 1

\$65 per person

On Arrival

Smoked Chicken and fresh tomato Bruschetta
Fresh baked individual Cottage pies and Steak and Mushroom pies

For Lunch

Traditional classic Caesar salad
Tossed garden salad
Roasted pumpkin and red capsicum salad

Cold Asian Selections including

Japanese Sushi, Steamed Pork Buns, BBQ Duck Rolls served w dipping sauce

Chilled seafood with fresh King Prawns, Natural Oysters

(Pad Thai)

Traditional Thai stir-fried rice noodle with prawns, egg, bean sprouts and tossed with peanuts
Vegetarian dish of the day

Hot Pastry Selections including

Curried Chicken Turnovers, Savoury Quiches, Mini Gourmet Pies

Late Afternoon

Japanese Crumbed reef fish served with thick cut chips and tartare sauce
Chef's selection of petite sweets
Chef's selection of Australian Cheeses served with quince paste, dried fruit, nuts and crisp breads

Menu 2

\$40 per person

On Arrival

Smoked Chicken and fresh tomato Bruschetta
Fresh baked individual Cottage pies and Steak and Mushroom pies

For Lunch

Traditional classic Caesar salad
Tossed garden salad
Roasted pumpkin and red capsicum salad

Cold Asian selection including

Japanese Sushi, Steamed Pork Buns, BBQ Duck Rolls served w dipping sauce

(Pad Thai)

Traditional Thai stir-fried rice noodle with prawns, egg, bean sprouts and tossed with peanuts
Vegetarian dish of the day

Hot Pastry Selections including

Curried Chicken Turnovers, Savoury Quiches, Mini Gourmet Pies

Late Afternoon

Japanese crumbed reef fish pieces served with thick cut chips
Chef's selection of petite sweets
Chef's selection of Australian Cheeses served with quince paste, dried fruit, nuts and crisp breads

Optional Additions to Menu

Extra hot food including wet dishes	
Spicy chicken and Spaghetti pasta	\$ 5.00 per person
Traditional Thai Red curry with Beef or Chicken	\$ 5.00 per person
Fresh Thai noodles, stir-fry vegetables with beef	\$ 5.00 per person
Prosciutto, rocket & asparagus Bruschetta	\$ 3.00 per person
Tomato & bocconcini tartlet with lemon & baby caper salsa	\$ 3.00 per person
Ocean King prawns	\$12.00 per person
Natural oysters with shallot and pickled ginger dressing	\$9.00 per person
Roast of the day served with vegetable accompaniments	\$9.00 per person

Eagle Farm Beverage Packages

Please select from the following beverage packages for your event
A minimum of 40 guests applies

BRONZE PACKAGE

**1 Hour Package \$21 per person
(\$7.50 per person each additional hour)**

Beer

XXXX

XXXX Gold

Hahn Lite

Sparkling

Stoney Peak Brut

White Wine – choose one of the following

Lindemans Premier Selection White

Stoney Peak Chardonnay

Red Wine – choose one of the following

Lindemans Premier Selection Red

Stony Peak Shiraz

SILVER PACKAGE

**1 Hour Package \$31 per person
(\$7.50 per person each additional hour)**

Beer – choose three of the following

XXXX

XXXX Gold

Hahn Lite

Tooheys New

Tooheys Extra Dry

Sparkling

Yellow Sparkling

White Wine – choose one of the following

Matua NZ Hawkes Bay Sauvignon Blanc

Rosemount Diamond Label Chardonnay

Red Wine – choose one of the following

Wolfblass Yellow Cabernet Sauvignon

Rosemount Diamond Label Shiraz

GOLD PACKAGE

**1 Hour Package \$41 per person
(\$7.50 per person each additional hour)**

Beer – choose three of the following

XXXX

XXXX Gold

Hahn Lite

Hahn Super Dry

Heineken

Sparkling

Fleur De Lys Non Vintage

White Wine – choose two of the following

Secret Stone Marlborough Sauvignon Blanc

Penfolds Private Bin Chardonnay

Devils Lair Fifth Leg White

Red Wine – choose two of the following

Penfolds Koonunga 76 Shiraz Cabernet

Cartwheel Margaret River Cabernet Sauvignon

Devils Lair Fifth Leg Red

Beverage Packages will be invoiced prior to event

Beverage Packages cannot exceed 5 hours

Softdrinks, Orange Juice and Bottled Water included in every package



Confirmation of Event Booking

I accept the terms and conditions as outlined in the Brisbane Racing Club Corporate Suite Booking Form when booking a Corporate Suite at Eagle Farm Racecourse. Please book a Corporate Suite with the preferred event details and deposit payment as outlined below;

Company _____	Racecourse _____
Postal Address _____ <i>(one address for ticket/invoice distribution)</i>	Contact Name _____
_____	Phone _____
_____	E-Mail _____
Date Of Event _____ <i>(BRC Event staff will contact you if your preferred date is not available)</i>	Signature _____
	# of Guests _____

Payment for deposit

Please forward a deposit invoice for 10% of the total suite hire based on the approximate number of guests who will attend.

OR

Please process the following card for the 10% deposit on my booking.

Card Type	VISA	M/CARD	B/CARD	AMEX* <i>*2.9% surcharge applies</i>
Card Number	_____			
Exp Date	_____			
Signature	_____			
Amount	_____			

Menu Selection	Selected Red Wine
_____	_____
Optional Additions to Menu	Selected Beers
_____	1. _____
_____	2. _____
Beverage Package Selection	3. _____
_____	Tea and Coffee <i>(min 10 guests)</i>
Selected White Wine	_____ Guests @ \$4.00pp

Please fax completed page to BRC Sales and Events on (07) 3868 2410 to secure a booking.

Our preferred supplier of theming is Moreton Hire ph: 3307 4444

Please note balloons are not permitted on course.

Brisbane Racing Club

Function Terms and Conditions

1. **Definitions**
 - 1.1. "BRC" means Brisbane Racing Club.
 - 1.2. "Client" means the Individual or Company named on the Booking Form as booking the facility
 - 1.3. "Tickets" means any form of admission pass issued by BRC for a specified event and includes wristbands
 - 1.4. "Sponsorship" means someone or organisation that supports the BRC
2. **Booking Guarantee**
 - 2.1. A binding agreement between BRC and the Client is effective upon receipt by the BRC of written booking confirmation and payment of deposit.
 - 2.2. Booking confirmation is subject to availability.
 - 2.3. The Client agrees to and must abide by all specified terms and conditions.
 - 2.4. BRC reserves the right to refuse to sell function packages to any company or individual.
3. **Payment**
 - 3.1. All Clients booking a function must pay a 10% non-refundable deposit of the total cost of their total function package upon initial booking.
 - 3.2. For the avoidance of doubt, a booking is not confirmed until BRC has received a 10% non-refundable deposit.
 - 3.3. Functions must be fully paid for no later than one week prior to the event.
 - 3.4. Where BRC has not received payment by the stipulated time, BRC has the right to cancel the booking without notice.
 - 3.5. All deposits and payments are non-refundable, except at the sole discretion of the BRC. Credit Card Service fee:
 - 3.5.1. Amex – 2.9% surcharge applies
 - 3.5.2. Diners - Not available
 - 3.6. Direct Deposit Details:

BSB	084 255
A/C	81151 2034
A/C Name	Brisbane Racing Club Ltd
4. **Issue of Tickets & Ticketing Conditions**
 - 4.1. Tickets will not be issued until a completed booking form and full payment has been received and confirmed by BRC.
 - 4.2. Ticketing will be issued to the client via express post or BRC Courier no earlier than three (3) weeks prior to the event.
 - 4.3. If a client has not received their ticketing within three (3) days of the event they must advise BRC in writing.
 - 4.4. Tickets are not transferable or redeemable for cash.
 - 4.5. Clients are responsible for distributing tickets to guests attending their function prior to the function date.
 - 4.6. Tickets cannot be left at the gate or BRC office for guest collection prior to or on the event day.
 - 4.7. All clients must display relevant tickets at all times whilst in their designated facility.
 - 4.8. Accreditation tickets for performers or event staff if required, will be provided by BRC at the ratio of one (1) accreditation ticket for every 50 guests booked
 - 4.8.1. Accreditation tickets include entry only, and do not include food and beverage
 - 4.8.2. Staff meals for staff on accreditation tickets can be organised through BRC at time of booking
 - 4.9. BRC reserves the right to refuse admittance or service to any persons not displaying the correct ticketing.
 - 4.10. Should a client wish to provide additional ticketing to that of the official BRC ticketing, approval must be obtained from BRC and will be at the Client's own expense.
 - 4.11. Requests for replacement tickets must be provided in writing with the exact ticket and or wristband number and proof of purchase.
 - 4.12. Lost or stolen tickets will incur a \$15 per ticket/wristband replacement fee.
 - 4.13. Replacement tickets can be collected as follows:
 - 4.13.1. prior to race day from BRC office
5. **Facility Signage**
 - 5.1. A company's own signage is permitted inside a corporate marquee or facility only. BRC reserves the right to refuse inappropriate signage.
 - 5.1.1. All signage must be free-standing. Signage and posters cannot be attached to walls in any manner that may create damage to paintwork or other surfaces.
 - 5.1.2. Clients are responsible for any damage caused to BRC property.
 - 5.2. Dining facility signage is plain text on a standard BRC sign on the restaurant entry or table stand – no company logos available for these facilities.
 - 5.3. Function facilities signage is plain text on a standard BRC sign on the table stand or sign on entry to corporate venue – no company logos available for these facilities.
6. **Use of Facilities**
 - 6.1. Clients are only permitted to use their facility only on the dates and event times designated.
 - 6.2. Clients are responsible for providing event hosts to manage the identification of guests into their event or function facility.
 - 6.3. BRC accepts no responsibility for security of goods supplied by the client in all Facilities.
 - 6.4. Function facilities open to patrons thirty minutes prior to the first local race or advised event commencement time, unless otherwise agreed.
- Catering**
 - 6.5. The Client accepts that BRC will be the sole provider of all food and beverage in all facilities.
 - 6.6. All catering requirements and minimum guest numbers must be provided to BRC
 - 6.6.1. no later than one (1) week prior to the event for standard race days and events
 - 6.6.2. No later than four (4) weeks prior to major events such as Brisbane Racing Carnival race days and Melbourne Cup Race day
 - 6.7. Amendments can be made to the guest numbers up until three (3) days prior to the event, provided the guest numbers do not decrease below the minimum number previously advised, or increase by more than 10% of the minimum number previously advised.
7. **On-Selling**
 - 7.1. Except with the express permission of BRC, the Client is not permitted to sell or on-sell any part of their function without the approval of BRC. Clients wishing to on-sell whole or part of their Corporate Facility must obtain written permission from the Chief Executive
 - 7.2. In the event of BRC approving the purchase of a corporate facility by a company for the purpose of on-selling, BRC will require the on-seller to forward all advertising materials for approval by BRC prior to print and distribution inclusive of pricing.
 - 7.3. Approved on-sellers must provide a complete list of all organisations/individuals attending their function
 - 7.4. Approved on-sellers must follow all Terms and Conditions.
8. **Goods and Services**
 - 8.1. Except where agreed, clients must use BRC approved contractors, which are currently as follows:
 - 8.2. Food and Beverage
 - 8.2.1. Brisbane Racing Club
 - 8.3. Security
 - 8.3.1. Best Security
 - 8.4. Cleaning
 - 8.4.1. Brisbane Racing Club and Cleanevent
 - 8.5. Marquee Hire
 - 8.5.1. Moreton Hire
 - 8.6. Theming and Audio Visual
 - 8.6.1. Moreton Hire (Theming)
 - 8.6.2. TURF (Racing AV)
9. **General**
 - 9.1. If any part of any race day or event day, including any race, performance, event or any other element is cancelled, abandoned or postponed, in whole or part, due to adverse weather conditions or for any other cause beyond BRC's control, there is no right to refund or exchange and no obligation is assumed by BRC for the arrangement of a substitute event, performance or any other element.
 - 9.2. Programs, menus, duration and timing may be subject to alteration without notice. BRC reserves the right to vary, add, withdraw or substitute advertised programs, menus and facilities without notice.
 - 9.3. So as to comply with its obligations under the liquor licence, the following applies, noise emanating from entertainment, music or related activities in any outdoor area of the premises must not exceed the following levels:
 - 9.3.1. Outdoor areas - 90dB(A), fast response when measured approximately 15 metres from the source of the noise
 - 9.3.1.2. Indoor areas – 75dB(C) fast response, when measured 3 metres from the source of the noise
 - 9.3.1.3. The provision of entertainment, music or related activities in any outdoor area of the premises is prohibited from 6.00pm to 11.00am
 - 9.4. The client is responsible for any damage caused by their ticket holders to property supplied by BRC and approved contractors.
 - 9.5. Responsible service of alcohol: BRC follows guidelines for responsible service of alcohol (RSA). Staff members are instructed to adhere to BRC house policy.
 - 9.6. No balloons are permitted on course during any events.