



Camden
CIVIC
CAMDEN CIVIC CENTRE
[Garden Ceremonies & Receptions]



Camden Civic Centre offers the perfect venue for your unique wedding & ceremony all in the one location.

Located in the township of Camden the Camden Civic Centre caters for receptions of 30 to 300 guests.

Oxley Street, Camden
02 4655 8681 • www.camdenciviccentre.com.au
camdenciviccentre@camden.nsw.gov.au

Camden Civic Centre Oxley Street Camden NSW

Phone 46558681

www.camdenciviccentre.com.au

{Intimacy Package}for intimate weddings of up to 80 guests

Room Hire **\$660 for up to five hours**

Choose from the Ferguson Gallery or Macarthur Auditorium for your wedding day

Complete with:

- Red carpet entrance
- Guest use of entrance foyer & terrace areas
- Round tables draped with white linen cloths & serviette
- White flounced cake and present tables
- Wishing well
- Private bridal room on arrival

Package Inclusions:

Luncheon or Dinner

A sensational meal prepared by our chef with exclusive invitation for the Bride and Groom to a menu tasting prior to your wedding day.

Beverages

A four hour beverage package offering house red, white and sparkling wine, draught beer and soft drinks, available once seated in the room.

Chair covers & sash in your selected colour

A choice of Centrepiece for each of the guest tables*

\$81.00 per adult, \$53 per child 3-12 years (two-course meal)

\$87.00 per adult, \$58 per child 3 – 12 years (three-course meal)

{Garden Ceremony}

Camden Civic Centre Memorial Garden, red carpet, topiary trees, bridal registry & arch, seating with chair cover & sash for 40 guests (up to 100 guests standing room), microphone, CD player & hostess for the duration of the Ceremony.

Standard Package (as above)	\$550
Optional extra	\$240
Arch draped with organza & fresh flowers & 2 fresh floral pedestals	

{Optional Extras}

Exquisite Bridal Backdrop	from \$500
DJ/MC for up to 5 hours	\$500
Chandelier	\$185
Canapes on arrival	\$5.50 per head
Ceiling draping, Ferguson Gallery	Complimentary
Ceiling draping, Macarthur Auditorium	\$880
Pyrotechnics, decorative urns & flowers, coloured table cloths	POA
creative event styling including vintage furniture & crockery	POA

Additional Fees and Charges

Sunday Surcharge	\$5.00 per head
Additional time	\$110.00 per hour

{Menu}

Select two items from your chosen course to be served alternately to your guests.

Entrée Selection

Thai beef noodle salad

Chilli lime chicken salad

Lamb and fetta salad with warm walnut dressing

King prawn cocktail with sweet lemon salsa

Caramelised Pear, Feta and baby Spinach

Marinated Chicken Skewers on bed of jasmine rice

Main Selection

Scotch Fillet with creamy hollandaise

Carved pepper crusted sirloin

Roasted Lamb with mint jus

Chicken breast topped with bacon, shallots and mushroom

Chicken breast supreme with warm hollandaise

Carved Sirloin with mustard cream sauce

Fillet of Beef with rich red wine jus

All mains served on a bed of garlic cream potatoes and seasonal vegetables

Dessert Selection

Lemon Lime tart

Warm Chocolate Fondant

Sticky Date Pudding with butterscotch sauce

Chocolate topped profiteroles with custard cream

Baked Cheesecake

Fresh minted fruit salad

All served with fresh cream and garnish.

Tea & coffee buffet

{Beverage Package}

Wine Selection

House Wine; red, white and sparkling		
By the glass		\$5.00
Bottle		\$25.00
Soft Drinks	Glass	\$3.00
	Jug	\$12.00
Full Strength Beer	Glass	\$4.00
	Jug	\$16.00*
	Bottle/can	from \$7.00
Light Beer	Glass	\$3.50
	Jug	\$14.00*
	Bottle/can	from \$6.00
Spirits	Glass	\$8.00/nip
Bourbon, Brandy, Scotch, Vodka, Gin, UP Rum		

Camden Civic Centre staff and management completely support the principals of responsible service of alcohol and the Camden Liquor Accord. In accordance with the Harm Minimisation Act the Centre staff reserve the right to refuse service to anyone deemed intoxicated.

Alcoholic beverages must not be brought onto, or taken from the venue.

* Jugs of Beer will not be available after main meal service
(prices are reviewed July of each year)

{Booking Information}

- The Camden Civic Centre offers two banquet rooms suitable for your event
 - The Ferguson Gallery, suitable for up to 100 guests, is situated on the upper level adjacent to the memorial garden
 - The Macarthur Room, suitable for up to 350 guests in function layout, is also located on the upper level
- We request that you nominate a suitable time to meet with the Coordinator to discuss all details of your function; we will require a minimum of one hour to record all of your details.
- The interview is to take place a minimum of six weeks prior to the event, details of special diets and requests to be supplied at this time.
- Final Numbers must be provided seven days prior to the function, your final account will be drawn upon notification of final numbers, all monies payable prior to your function directly to the Camden Civic Centre.
- Payment is to be made during business hours Monday to Friday 9am – 5pm
- Payment Options
 - Cash or bank cheque, Personal Cheque
 - Credit Card or Eftpos during business hours only
- Business Hours Monday to Friday 9am – 5pm
- Sunday trading is between 10am – 10pm
- Prices are subject to change at the discretion of management.
- Note that seasonal availability of foodstuffs may influence the menu availability.
- Prices are inclusive of GST
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- Jugs of beer will not be available after main meal service.

Confirmation

- A 21-day hold period is available, in the event that the period lapses without a deposit paid the Centre reserves the right to cancel the hold without notification to the client.
- Confirmation of a booking will occur when the nominated deposit required to confirm the booking is paid and the signed hire agreement is returned to the centre.

Cancellation

- Cancellation must be provided in writing by the hirer.
- The confirmation deposit of \$500 is non refundable.
- In the event of change of date a second deposit of \$500 is required to confirm the date, in the event that the initial date is rebooked the original deposit of \$500 will be refunded.
- If cancellation occurs within -
 - One month 50% of complete function costs will be imposed
 - Two weeks 100% of complete function costs will be imposed, calculated on the estimated attendance

Final Numbers

- Noted above final numbers are required seven days prior to your function; this is to be the minimum number for catering purposes. This number will be used as the minimum number charged to your account

Beverages

- Liquor must not be brought onto the premises at any time. We abide by the responsible service of alcohol principals.

Damage

- Although accidents may occur damage to the facility can be prevented. We ask that you respect our facility.
- The Centre will take all necessary care with client's property although will not accept responsibility for loss or damage.

Business Hours

Monday-Friday 9am-5pm.

Licensed Function Operating Hours

Monday-Saturday 10am- midnight

Sunday 10am-10pm