



FUNCTION PACKAGE  
2026





# WELCOME TO THE FLAGSTAFF HOTEL

THE FLAGSTAFF HOTEL IS A MODERN, COMFORTABLE & FAMILY FRIENDLY HOTEL WHICH IS CONVENIENTLY LOCATED JUST 10KM FROM THE ADELAIDE CBD AND CLOSE TO THE PORTS OF ADELAIDE.

THE FLAGSTAFF HOTEL CAN HOST EVERYTHING FROM CLUB PRESENTATIONS AND 21ST CELEBRATIONS TO ENGAGEMENT PARTIES. WE ALSO OFFER A COMFORTABLE AND RESPECTFUL SPACE FOR MEMORIALS, WAKES AND CELEBRATIONS OF LIFE – ENSURING EVERY OCCASION IS HANDLED WITH CARE.

OUR EXPERIENCED TEAM WORKS CLOSELY WITH YOU TO TAILOR YOUR EVENT TO SUIT YOUR VISION AND STYLE. FROM PERSONALISED MENUS AND DIETARY REQUIREMENTS TO SEATING ARRANGEMENTS AND FINISHING TOUCHES, WE'RE HERE TO MAKE THE PLANNING PROCESS SIMPLE AND STRESS-FREE.

OUR FUNCTION PACKAGES ARE INTENDED AS A GUIDE IN PLANNING YOUR NEXT EVENT.

# OUR AREAS

## SPORTS BAR

BUILT FOR BIG NIGHTS. THE SPORTS BAR SPANS A GENEROUS INDOOR & OUTDOOR FOOTPRINT WITH POOL TABLE & SHUFL. BOARD, MAKING IT THE GO-TO SPACE FOR CORPORATE SPORT PRESENTATION EVENTS, END-OF-SEASON CELEBRATIONS AND LARGE GROUP BOOKINGS. WITH CAPACITY FOR 200 COCKTAIL STYLE, IT CAN HANDLE A CROWD WITHOUT LOSING ATMOSPHERE.

CAPACITY: 120 SEATED | 200 COCKTAIL

AVAILABLE: 12PM-5PM OR 7PM-12AM, EXCLUDES FRIDAY NIGHTS

DURATION: UP TO 5 HOURS

MINIMUM SPEND APPLIES. ALL FOOD IS TO BE PAID 7 DAYS IN ADVANCE.

## THE TERRACE

A NEWLY RENOVATED, FULLY ENCLOSED TERRACE LOOKING OUT OVER THE PROPERTY'S ICONIC OLD FIG TREE. IT'S A DISTINCTIVE BACKDROP FOR COCKTAIL EVENTS, WORKING WELL FOR SMALLER GATHERINGS THAT WANT A LITTLE MORE CHARACTER THAN A STANDARD FUNCTION ROOM. GUESTS HAVE ACCESS TO BOTH THE BISTRO AND GAMING BAR.

CAPACITY: 30 COCKTAIL

AVAILABLE: FRIDAY, SATURDAY & SUNDAY

DURATION: UP TO 5 HOURS

MINIMUM SPEND APPLIES. ALL FOOD IS TO BE PAID 7 DAYS IN ADVANCE.

## THE TERRACE & ALCOVE

A DEDICATED SECTION OF THE BISTRO PAIRED WITH THE NEWLY RENOVATED TERRACE, SET ALONGSIDE THE PROPERTY'S ICONIC OLD FIG TREE. GUESTS ARE SEATED IN THE ALCOVE, A DEFINED AREA OF THE BISTRO ADJACENT TO THE TERRACE. A COMFORTABLE, VERSATILE SETUP FOR GROUPS LOOKING FOR A SPACE WITH BOTH SEATED AND STANDING SPACE, WITH ACCESS TO BOTH THE BISTRO AND GAMING BAR THROUGHOUT THE EVENT.

CAPACITY: 50 - 70 SEATED & COCKTAIL ON TERRACE

AVAILABLE: FRIDAY, SATURDAY & SUNDAY

DURATION: UP TO 5 HOURS

MINIMUM SPEND APPLIES. ALL FOOD IS TO BE PAID 7 DAYS IN ADVANCE.





## ALTERNATE DROP | \$55PP

THE ALTERNATE DROP IS THE PACKAGE FOR GUESTS WHO WANT A MORE CONSIDERED, FORMAL DINING EXPERIENCE. SHARED STARTERS BRING THE TABLE TOGETHER BEFORE A ROTATING SEQUENCE OF MAINS CREATES A SENSE OF OCCASION. IT'S ELEVATED IN BOTH FORMALITY AND PRESENTATION, AND WORKS PARTICULARLY WELL FOR MILESTONE CELEBRATIONS & CORPORATE DINNERS.

SHARED STARTERS WITH YOUR SELECTION OF TWO MAINS FOR ALTERNATE DROP

### SHARED STARTER

ANTIPASTO PLATE, CURED MEATS, CHEESE, OLIVES, PICKLED VEGETABLES, PITA BREAD <sup>GFA</sup>

MUSHROOM ARANCINI, MOZZARELLA, SPINACH, PINE NUTS, GARLIC AIOLI <sup>V</sup>

VEGETABLE SPRING ROLLS, CHILLI JAM CHUTNEY <sup>V</sup>

### MAINS

CHOOSE TWO OPTIONS TO BE SERVED AS ALTERNATIVE DROP

SLOW COOKED LAMB SHANK IN TOMATO & RED WINE SAUCE, MASHED POTATO, BROCCOLINI

PAN ROASTED BARRAMUNDI, KIPFLER POTATOES, HOLLANDAISE SAUCE, ORANGE, FENNEL & ROCKET SALAD

SLOW COOKED BEEF CHEEKS, ROASTED VEGETABLES, BEEF JUS

VEGETABLE GNOCCHI, BROCCOLI & SPINACH PUREE, CARAMELISED ONIONS, FETA CHEESE, MIXED NUTS

CHICKEN BREAST STUFFED WITH BOCCONCINI CHERRY CHEESE, PANCETTA WRAPPED, CHAT POTATOES, SOFRITO SAUCE

### ADD SHARED DESSERT | +\$10PP

CHEF SELECTION OF PETIT FOURS



# THE CLASSICS | \$45PP

THE CLASSICS COVERS A BROAD RANGE OF TASTES AND DIETARY REQUIREMENTS, MAKING IT AN EFFORTLESS CHOICE FOR GROUPS WHERE YOU NEED SOMETHING FOR EVERYONE. SHARED STARTERS GET THE TABLE GOING BEFORE GUESTS SETTLE INTO A MAIN OF THEIR OWN CHOOSING, GIVING THE EVENT A RELAXED FEEL. IT'S HONEST, SATISFYING FOOD THAT LETS EVERYONE EAT WELL AND ENJOY THE OCCASION. INCLUDES SHARED STARTERS WITH YOUR SELECTION OF MAINS

## SHARED STARTER

THREE CHEESE FLAT BREAD

MUSHROOM ARANCINI, MOZZARELLA, SPINACH, PINE NUTS, GARLIC AIOLI <sup>v</sup>

## MAINS

PORK COTOLETTA, PARMESAN CRUMBED CUTLET, BRAISED CABBAGE, POTATO & LEEK MASH, APPLE JUS

BEEF PORTERHOUSE SCHNITZEL, MASHED POTATO, STEAMED BROCCOLINI

CHICKEN SCHNITZEL, SALAD, CHIPS <sup>GFO</sup>

GARLIC PRAWNS, WHITE WINE PAN-SEARED PRAWNS, STEAMED RICE, GREEN BEANS, PARSLEY & GARLIC CREAM, CRUSTY CHARRED SOURDOUGH <sup>GFO</sup>

FRIED CHICKEN BURRITO BOWL, AVOCADO, BLACK BEANS, SWEETCORN, LETTUCE, TOMATO, JALAPENOS, CORN CHIPS, CORIANDER, SOUR CREAM, RICE, CHIPOTLE MAYO, LIME <sup>GFO, VGO</sup>

## ADD SHARED DESSERT | +\$10PP

DECONSTRUCTED PAVLOVA, BERRIES, MANGO PUREE



# KID'S PARTY OPTIONS

OUR KID'S PARTY OPTIONS ARE DESIGNED TO MAKE THE PROCESS OF PLANNING YOUR EVENT SIMPLE & STRESS FREE. FOR ANY ADDITIONAL QUESTIONS OUR FANTASTIC STAFF ARE HERE TO ASSIST.

KIDS FUNCTIONS ARE BOOKED FOR TWO HOURS AT SET START TIMES, EITHER 9.30AM OR 2.30PM

THE PLAYGROUND IS OPEN TO ALL CHILDREN AT THE VENUE AT ALL TIMES. ENTIRE AREAS ARE NOT PRIVATE.

TABLES ARE DESIGNATED NEXT TO THE PLAYGROUND.



## KIDS OPTION ONE

CAPACITY: 20 - 40 GUESTS

9.30AM - 11.30AM

2.30PM - 4.30PM

2 HOUR PACKAGE: \$1000

ALL FOOD IS SERVED PLATTER STYLE ON THE TABLES.

PLATTERS WILL BE SERVED AT THE SAME TIME OR HOT & COLD SEPARATELY

### PLATTERS:

- ANTIPASTO, VARIETY OF CURED MEATS, CHARGRILLED VEGETABLES, MARINATED FETA, PICKLES, TOASTED CIABATTA

- SALT & PEPPER SQUID, AIOLI, LEMON

- MUSHROOM ARANCINI, MOZZARELLA, SPINACH, PINE NUTS, GARLIC AIOLI<sup>V</sup>  
(40PCS)

- CHEESEBURGER SLIDERS, BEEF PATTY, CHEESE, TOMATO SAUCE (40PCS)

- MINI SAUSAGE ROLLS, TOMATO SAUCE (40PCS)

- CHICKEN NUGGETS, TOMATO SAUCE (40PCS)

- CHIP PLATTERS, TOMATO SAUCE

- SEASONAL FRESH FRUIT SKEWERS<sup>VG</sup>

- FAIRY BREAD (40PCS)

CAKEAGE FEE:

\$10 BYO: CUT & PLATE YOURSELF, WE PROVIDE PLATES, NAPKINS, CUTLERY  
ADDITIONAL COSTS APPLY IF YOU WOULD LIKE OUR CHEFS TO CUT & PLATE

A LITTLE BIT MORE? WE'VE GOT YOU COVERED:

ADD SOFT SERVE ICE CREAM  
UNLIMITED TAP SOFT DRINKS

+ 3PP  
+ 10PP

ADDITIONAL PLATTERS AVAILABLE ON PAGE 7  
TEA + COFFEE AVAILABLE FOR INDIVIDUAL PURCHASE

## HOT PLATTERS

|                                                                                                           |      |
|-----------------------------------------------------------------------------------------------------------|------|
| CHICKEN SKEWERS ( 30PC )<br>SATAY SAUCE                                                                   | \$75 |
| ASSORTED PASTRIES ( 24PC )<br>COCKTAIL PIES, PASTIES, SAUSAGE ROLLS, GREEN TOMATO RELISH,<br>TOMATO SAUCE | \$70 |
| SPINACH & FETA PARCELS ( 20PC ) <sup>V</sup><br>GREEN TOMATO RELISH                                       | \$75 |
| GOURMET PIZZAS ( 3 PIZZAS )<br>CHEF'S SELECTION                                                           | \$70 |
| SOUTHERN FRIED CHICKEN TENDERS ( 20PC )<br>CHIPOTLE MAYO                                                  | \$70 |
| SALT & PEPPER SQUID & CHIPS ( 30PC )<br>AIOLI, LEMON                                                      | \$75 |
| ASIAN PLATTER ( 60PC )<br>VEGETARIAN SPRING ROLLS, DIM DIMS, PRAWN GYOZA,<br>CHILLI DIPPING SAUCE         | \$70 |
| CHEESEBURGER SLIDERS ( 15PC )<br>BEEF PATTY, CHEESE, TOMATO SAUCE, PICKLE                                 | \$70 |
| CHICKEN SLIDERS ( 15PC )<br>CRISPY CHICKEN, CABBAGE SLAW, CHIPOTLE MAYO                                   | \$70 |
| MUSHROOM ARANCINI ( 20PC ) <sup>VG</sup><br>PUMPKIN, VEGAN GARLIC AIOLI                                   | \$75 |

## COLD PLATTERS

|                                                                               |      |
|-------------------------------------------------------------------------------|------|
| SANDWICHES ( 48PC )<br>ASSORTED DELI MEAT & SALAD SANDWICHES                  | \$55 |
| TRIO OF DIPS<br>BEETROOT, SUNDRIED TOMATO, ROASTED PUMPKIN DIPS, GRILLED PITA | \$55 |
| SMOKED SALMON & CUCUMBER ROUNDS<br>DILL CREAM CHEESE, CAPERS                  | \$65 |
| FRESH FRUIT SALAD<br>SLICED SEASONAL FRUIT                                    | \$85 |





## BEVERAGES

DRINK OPTIONS INCLUDE

- DRINKS PACKAGES
- BAR TAB: YOU SET THE LIMIT
- CASH BAR: GUESTS PAY THEIR OWN WAY

### DRINK PACKAGES

#### SIGNATURE

3 HOURS | \$55

HOUSE WINE

PLEASE ASK ABOUT OUR SELECTION

TAP BEERS

(EXCLUDES GUINNESS & HARD RATED)

TAP SOFT DRINKS

#### PREMIER

3 HOURS | \$65

WINE

CHOICE OF 5 WINES FROM OUR BISTRO LIST

TAP BEERS

(EXCLUDES GUINNESS)

TAP SOFT DRINKS

**\$10PP UNLIMITED SOFT DRINK  
OPTION FOR THOSE UNDERAGE**

#### WINE

PLEASE FIND THE LINK TO OUR  
CURRENT WINE LIST [HERE](#)

#### BEER ON TAP

WIDE RANGE AVAILABLE

PLEASE SEE SELECTION AT THE BAR

#### TEA & COFFEE

BARISTA MADE TEA & COFFEE  
AVAILABLE FOR INDIVIDUAL  
PURCHASE UPON REQUEST

# 2026 TERMS & CONDITIONS

## BOOKING CONFIRMATION & DEPOSIT

A TENTATIVE BOOKING WILL BE HELD FOR 7 DAYS. TO CONFIRM YOUR EVENT, A DEPOSIT MUST BE PAID WITHIN THIS PERIOD. PAYMENT OF THE DEPOSIT IS CONSIDERED ACKNOWLEDGMENT AND ACCEPTANCE OF THESE TERMS & CONDITIONS.

IF CONFIRMATION IS NOT RECEIVED WITHIN 7 DAYS, MANAGEMENT RESERVES THE RIGHT TO CANCEL THE BOOKING AND REALLOCATE THE SPACE.

## DURATION & VENUE HIRE

VENUE HIRE INCLUDES A 4-HOUR EVENT DURATION. ADDITIONAL TIME IS CHARGED AT \$80 PER HOUR AND MUST BE ARRANGED IN ADVANCE (NOT ON THE DAY OF THE EVENT).

## CONFIRMATIONS & PAYMENTS

ALL FOOD SELECTIONS MUST BE CONFIRMED TWO (2) WEEKS PRIOR TO YOUR FUNCTION DATE.

FULL PAYMENT IS REQUIRED ONE (1) WEEK PRIOR TO THE EVENT.

FINAL GUEST NUMBERS, ARRIVAL TIMES AND FOOD SERVICE TIMES MUST BE CONFIRMED ONE (1) WEEK PRIOR TO THE EVENT.

OUR FOOD AND BEVERAGE MENU IS SUBJECT TO CHANGE.

ITEMISED INVOICES ARE AVAILABLE UPON PRIOR ARRANGEMENT WITH STAFF.

ANY OUTSTANDING BALANCE, INCLUDING UNUSED MINIMUM SPEND, WILL BE CHARGED TO THE CREDIT CARD DETAILS PROVIDED.

## COMPLIANCE & CONDUCT

THE ORGANISER AGREES TO CONDUCT THE EVENT IN ACCORDANCE WITH THE FLAGSTAFF HOTEL'S POLICIES AND ALL APPLICABLE LAWS.

MANAGEMENT RESERVES THE RIGHT TO REFUSE ENTRY OR REMOVE ANY GUEST BEHAVING IN AN OBJECTIONABLE MANNER WITHOUT LIABILITY.

THE VENUE PRACTISES RESPONSIBLE SERVICE OF ALCOHOL (RSA). INTOXICATED PERSONS WILL NOT BE SERVED.

## LIQUOR LICENSING LAWS REQUIRE THAT:

ALCOHOL WILL NOT BE SERVED TO MINORS

(UNDER 18 YEARS OF AGE).

MINORS MUST BE ACCOMPANIED BY A RESPONSIBLE ADULT AT ALL TIMES.

MINORS MUST VACATE THE PREMISES BY 12:00 MIDNIGHT.

## DAMAGE & LIABILITY

THE ORGANISER IS FINANCIALLY RESPONSIBLE FOR ANY DAMAGE OR BREAKAGES CAUSED BY THEMSELVES, THEIR GUESTS, INVITEES OR CONTRACTORS.

THE FLAGSTAFF HOTEL ACCEPTS NO RESPONSIBILITY FOR LOSS OR DAMAGE TO ITEMS LEFT BEFORE, DURING OR AFTER THE EVENT.

ORGANISERS ARE RESPONSIBLE FOR ANY DAMAGE TO VENUE-OWNED OR SUB-HIRED EQUIPMENT.

## STYLING, DECORATIONS & SIGNAGE

NOTHING MAY BE NAILED, SCREWED OR ADHERED TO WALLS, FIXTURES OR ANY PART OF THE BUILDING.

BLU-TACK OR SIMILAR ADHESIVES MAY ONLY BE USED WITH PRIOR MANAGEMENT APPROVAL.

CONFETTI, RICE OR SIMILAR DECORATIVE PRODUCTS ARE NOT PERMITTED WITHIN THE VENUE OR GROUNDS.

## CAKES & CONFECTIONERY

THE VENUE WILL PROVIDE PLATES, SERVIETTES, CUTLERY AND A SERVING KNIFE FOR EXTERNALLY SUPPLIED CAKES, CUPCAKES OR DESSERT ITEMS.

A CAKE-CUTTING AND SERVING FEE OF \$3 PER PERSON APPLIES IF YOU WOULD LIKE STAFF TO CUT AND SERVE THE CAKE.

NO FEE APPLIES IF YOU CHOOSE TO CUT AND SERVE THE CAKE YOURSELF.

## CLEANING

STANDARD CLEANING IS INCLUDED IN YOUR FUNCTION PACKAGE.

IF CLEANING REQUIREMENTS ARE DEEMED EXCESSIVE, AN ADDITIONAL \$200 CLEANING FEE MAY APPLY.

## SECURITY

IF SECURITY IS DEEMED NECESSARY FOR YOUR EVENT, IT WILL BE ARRANGED AND CHARGED ACCORDINGLY.

THE FLAGSTAFF HOTEL'S PREFERRED SECURITY PROVIDER MUST BE USED WHERE SECURITY IS REQUIRED.

## CANCELLATIONS

CANCELLATIONS MUST BE SUBMITTED IN WRITING VIA EMAIL TO: INFO@FLAGSTAFFHOTEL.COM.AU

## THE FOLLOWING CANCELLATION POLICY APPLIES:

-MORE THAN 2 MONTHS' NOTICE: FULL REFUND OF DEPOSIT  
-LESS THAN 2 MONTHS' NOTICE: 50% OF DEPOSIT REFUNDED  
-LESS THAN 4 WEEKS' NOTICE: DEPOSIT IS FORFEITED  
WRITTEN ACKNOWLEDGMENT OF CANCELLATION MUST BE OBTAINED TO PROCESS ANY APPLICABLE REFUND.

FOOD PAYMENTS: REFUNDED WITH AT LEAST 1 WEEKS' NOTICE  
FOOD PAYMENTS: FORFEITED IF LESS THAN 1 WEEKS' NOTICE