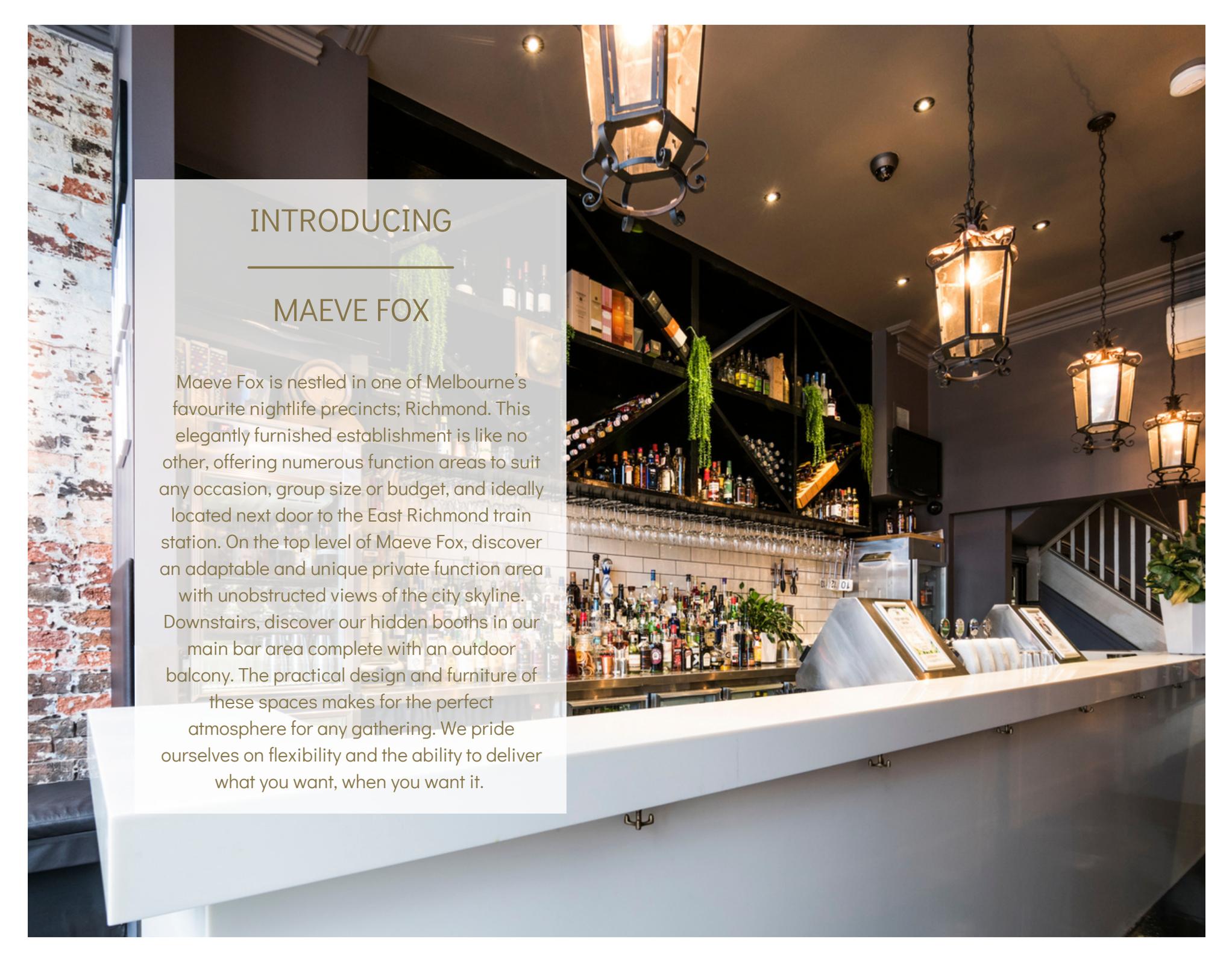




FUNCTIONS & EVENTS PACK

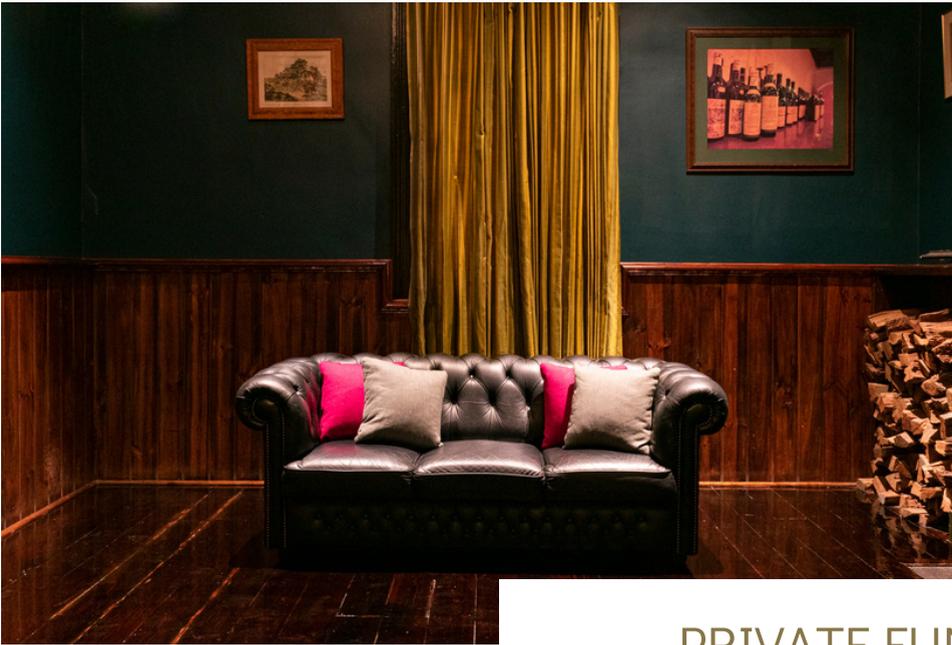
HELLO@PRATTHG.COM | +61 448 006 006 | MAEVEFOX.COM.AU

The image shows the interior of Maeve Fox, a bar and lounge. A white bar counter is in the foreground. Behind it, a well-stocked bar with various bottles and glasses is visible. Above the bar, there are shelves with more bottles and hanging green plants. The ceiling features several ornate, glowing lanterns. The overall atmosphere is warm and elegant.

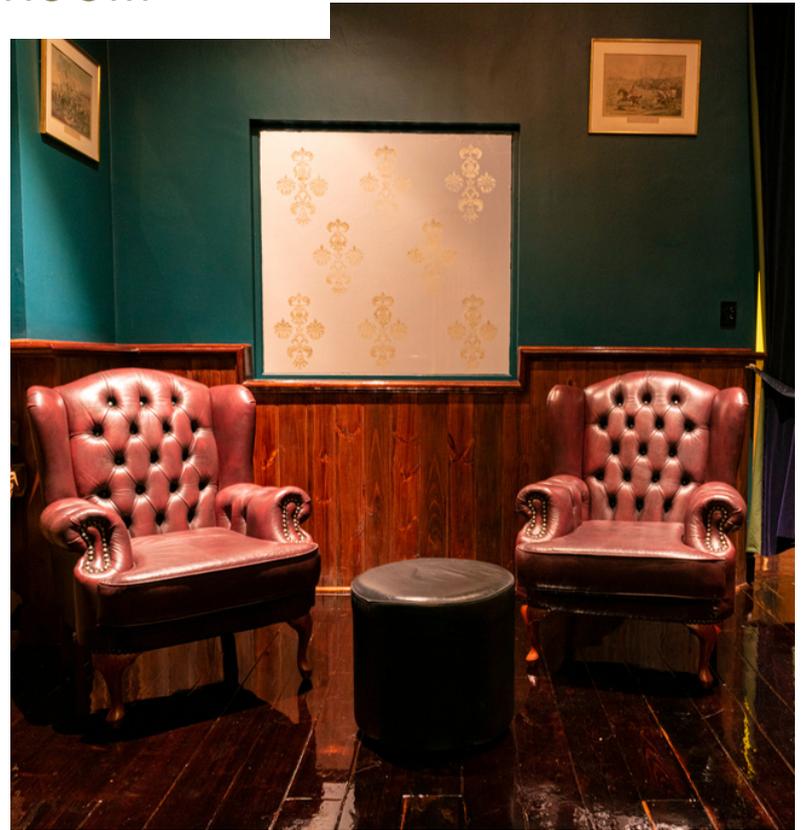
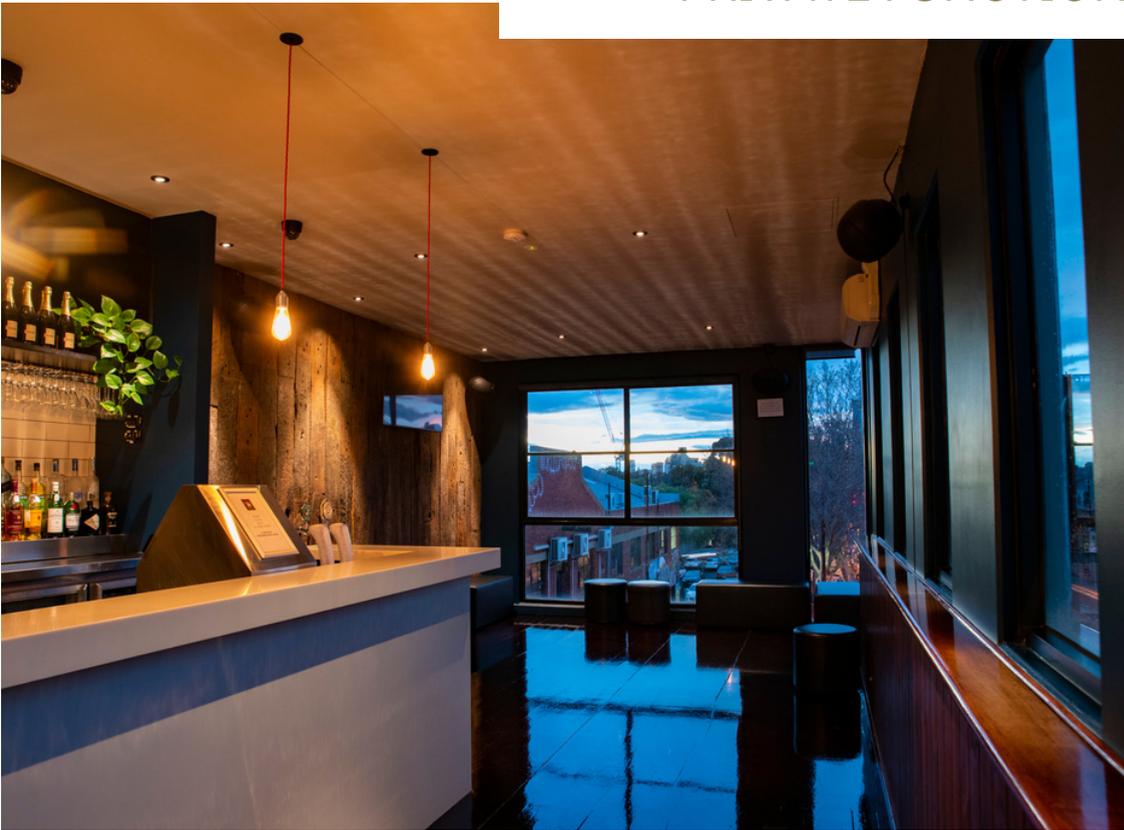
INTRODUCING

MAEVE FOX

Maeve Fox is nestled in one of Melbourne's favourite nightlife precincts; Richmond. This elegantly furnished establishment is like no other, offering numerous function areas to suit any occasion, group size or budget, and ideally located next door to the East Richmond train station. On the top level of Maeve Fox, discover an adaptable and unique private function area with unobstructed views of the city skyline. Downstairs, discover our hidden booths in our main bar area complete with an outdoor balcony. The practical design and furniture of these spaces makes for the perfect atmosphere for any gathering. We pride ourselves on flexibility and the ability to deliver what you want, when you want it.



PRIVATE FUNCTION ROOM



PRIVATE FUNCTION ROOM

Features

- ◇ Capacity for 120 guests
- ◇ Private bar
- ◇ Private bathrooms
- ◇ Own music allowed by sharing Spotify playlist with bar staff
- ◇ Welcome to arrange your own DJ
- ◇ Freedom to decorate the space with balloons, flowers, fairy lights etc.
- ◇ BYO cake/desserts (Maeve Fox can cut and serve free of charge)
- ◇ Flat-screen TV for photos, videos, or presentations
- ◇ Wireless microphone
- ◇ Heating and air-conditioning
- ◇ Dedicated bartender and waitstaff to serve your food and drinks
- ◇ No venue hire fee
- ◇ Availability for daytime or nighttime events

Minimum Spend

- ◇ Friday: \$2500 (December \$3500)
- ◇ Saturday: \$3500 (December \$4500)
- ◇ Sunday - Thursday: \$2000 (December \$2500)

Conditions

- ◇ A tentative hold can be placed for a period of 5 business days. From there a \$1000 (\$2000 in December) non-refundable deposit is required to secure the booking. The deposit is used towards the final bill on the night.
- ◇ The function organiser is responsible for meeting the minimum spend. Purchases by guests do not contribute to the total.



MAIN BAR

Exclusive Function Areas

◇ Enjoy an exclusive roped-off area in the Maeve Fox Main Bar for your group. Catering and bar tabs can be arranged. The area includes outdoor space with city views. Please note that this space is only available until 11pm on Saturday nights.

Saturday Night Minimum Spend

- ◇ Area One (15-30pax) \$1200 (December \$1700)
- ◇ Area Two (30-50pax) \$1600 (December \$2100)
- ◇ Area Three (50-80pax) \$2000 (December \$2500)
- ◇ Full Space (80-100pax) \$2500 (December \$3000)

*Functions Sunday – Thursday minimum spend can be negotiable.

**Please note this space is generally not available on Friday evenings. Can be arranged on a case by case basis.

Booth Reservations

◇ The four comfortable and stylish booths at Maeve Fox are available for groups to book. A reservation time is required for all booth bookings and spaces may be released to other patrons if guests cannot meet the reservation time. No minimum spend is required to reserve booths. Capacity: 4 - 30 guests

◇ You are welcome to arrange a bar tab for the booking. Bar tabs can be paid for at the end of the function or prepayment can also be arranged.

◇ A credit card and current driver's license is required for all bar tabs and will be held by the bar for the duration of the bar tab. Please note no debit card will be accepted for a bar tab.

Conditions

◇ If a group booking is more than half an hour late, any reserved area will be released to the general public regardless of any deposit paid.

MASTERCLASSES

Maeve Fox offers three different masterclasses to choose from, whether you want to jump behind the bar and learn how to shake a cocktail, or you'd like to expand on your knowledge of gin or whisky. Each masterclass can cater for groups from 10-30 people. We can accommodate larger groups on request however the cost per head may alter. Cocktail classes are held outside of our usual hours of trade, and therefore can start anywhere between 1.00pm - 3.00pm, and run for approximately 2 hours. Please note we cannot run a combination of the three masterclasses.

COCKTAIL - \$65 PER PERSON

Each participant will receive:

- ◇ A palate-cleansing cocktail on arrival
- ◇ Four canapes per person
- ◇ Your turn behind the bar to make: a Pimm's Cup, Sexy Pants, and Mojito
- ◇ Learn the secrets, techniques, and myths behind classic and new age cocktail making
- ◇ There is a mocktail version of this class available for \$40 per person

GIN - \$70 PER PERSON

Each participant will receive:

- ◇ A refreshing gin & tonic on arrival
- ◇ Four canapes per person
- ◇ A gin flight - sample a selection of varied gins from around the world
- ◇ Your turn behind the bar to make: a Tom Collins and a Southside
- ◇ Learn the history of gin and everything else there is to go with it
- ◇ There is no mocktail version available for this class

WHISKY - \$70 PER PERSON

- ◇ A whisky flight - taste and compare three of the best extra-matured whiskies in the world
- ◇ Four canapes per person
- ◇ Your turn behind the bar to make: a Whisky Old Fashioned and a Whisky Sour
- ◇ There is no mocktail version available for this class

All guests receive 50% off cocktails for 1 hour after the class.
You are welcome to stay after the class. We can reserve you an area in the Main Bar.
Extra catering can also be ordered to enjoy with your half-price cocktails.



ADD A LITTLE SOMETHING SPECIAL

On Arrival
Champagne or Sparkling Wine
Cocktail
Customised cocktail for the event

Champagne Magnums
Wow your guests with Champagne magnums
popped & served on arrival
Price on application

Champagne Toast
Serve champagne or sparkling wine
for speeches



Designed to be simplistic and hearty, all canapés are prepared within the Pratt Hospitality Group kitchen at Maeve Fox ready for service.

Canapés can be ordered by the platter. Each platter contains 25 individual canapés, and we require a minimum order of 5 platters.

Our experienced team can assist you in serving the right amount of food for your upcoming event and group size.



Recommended Catering:

- ◇ Light 4-6 canapés per person
- ◇ Medium 7-9 canapés per person
- ◇ Full meal 10+ canapés per person

TANTALISE THOSE TASTEBUDS

Canapé Menu

Cold Canapés - \$70 per platter

- ◇ Mini bruschetta tarts with tomato, red onion & basil (vg)
- ◇ Smoked salmon tartlets with horseradish & crème fraiche
- ◇ Blue cheese tarts with roasted cherry truss tomatoes (v)
- ◇ Individual Peking duck pancake rolls with hoisin sauce
- ◇ Freshly shucked oysters with red chilli jam & lime juice (gf)
- ◇ Marinated pieces of lamb fillet (gf)
- ◇ Fresh prawn rice paper rolls served with a Vietnamese dipping sauce (vg available) (gf)
- ◇ Caramelised onion tarts with goat's cheese & thyme (v)

Hot Canapés - \$70 per platter

- ◇ Lamb kofta balls with mint yoghurt (gf)
- ◇ Barbecued lime & mint chicken skewers (gf)
- ◇ Mushroom arancini balls (v)
- ◇ Homemade sausage rolls with a traditional homemade tomato sauce
- ◇ Southern fried chicken with Chipotle mayo
- ◇ Vegetarian spring rolls (v)
- ◇ Spinach & ricotta pastizzis (v)
- ◇ Beef mini pies

Handmade Steamed Dumplings - \$70 per platter

- ◇ Prawn & chive
- ◇ Pork
- ◇ Vegetarian (vg)
- ◇ Roast duck

Iconic Canapés - \$90 per platter

*Minimum 2 platter order

- ◇ Crisp pork belly cubes served with a homemade apple relish (gf)
- ◇ Wagyu beef dumplings marinated in kaffir lime

Sliders - \$4.50 each

*Minimum order of 25

- ◇ Mini burger with homemade red onion jam, cheese & rocket

Dessert Canapés - \$70 per platter

- ◇ Individual chocolate brownies
- ◇ Mini lemon tarts garnished with curls of lime zest
- ◇ Sticky date squares with a salted caramel sauce

Each cold, hot and dessert platter contains 25 pieces of one choice
eg. 25 x beef mini pies. We require a minimum order of 5 platters.

gf = gluten free vg = vegan v = vegetarian

Maeve Fox cannot guarantee that the above items do not contain traces of nuts

SWEET BABY CHEESES

Something to graze on

Cheese - \$75 per platter

◇ Three cheeses, Manuka honey pot, Simon Johnson cornichons, prune & walnut slice, seasonal fruit & nuts, an assortment of Mario Fongo tongue biscuits, Mario Fongo grissini & Valley Seed fig & olive crisps (v)

Feed Me - \$100 per platter

◇ Three cheeses, pork & pistachio terrine, apple, currant and stout chutney, Manuka honey pot, Simon Johnson cornichons, prune & walnut slice, seasonal fruit & nuts, an assortment of Mario Fongo tongue biscuits, Mario Fongo grissini & Valley Seed fig & olive crisps (v)





Designed to be simple and approachable, Maeve Fox's beverage list caters to all tastes. Beverages can be supplied as a bar tab.

For casual group bookings with no minimum spend, beverages are supplied on a 'pay as you go' basis and guests can purchase their own beverages throughout the night.

Maeve Fox can supply wristbands for those guests who are able to access a bar tab.



BEVERAGES

White

Bay of Stones Sauvignon Blanc, Barossa Valley, SA // \$9

Rockbare Riesling, Clare Valley, SA // \$9.5

Innocent Bystander Pinot Gris, Mornington, VIC // \$10

Hoddles Creek Chardonnay, Yarra Valley, VIC // \$11

La Vis Simboli Pinot Gris, Trentino, Italy (bottle only) // \$50

Louis Jadot Macon-Villages Grand Magnien, Burgundy, France (bottle only) // \$58

Pink

NV Innocent Bystander Moscato, Healesville, VIC 275ml // \$14

Dal Zotto Rose, Whitfield, VIC // \$10

Rameau d'Or Rosé, Provence, France (bottle only) // \$55

Red

Bay of Stones Shiraz, Barossa Valley, SA // \$9

Catalina Sounds Pinot Noir, Marlborough, NZ // \$10

Cape Mentelle 'Trinders' Cabernet Shiraz, Margaret River, WA // \$12.5

Terrazas Reserva Malbec, Mendoza, Argentina // \$12.5

Fletcher 'The Minion' Nebbiolo, Yarra Valley VIC (bottle only) // \$50

Giant Steps Pinot Noir, Yarra Valley, VIC (bottle only) // \$60

Heathcote Estate Shiraz, Heathcote, VIC (bottle only) // \$85

Sparkling

NV Bay of Stones, Barossa Valley, SA // \$9

Dal Zotto Prosecco, Whitfield, VIC // \$10

NV Chandon, Yarra Valley, VIC // \$11.5

NV Mumm Grand Cordon, Reims, France (bottle only) // \$85

NV Veuve Clicquot, Reims, France (bottle only) // \$115

Please note that menus and prices are subject to change without notice.

Tap Beer

Furphy Refreshing Ale // \$13

Heineken // \$14

James Squire 150 Lashes Pale Ale // \$13

Panhead XPA // \$14

Packaged Beer

Balter XPA // \$10

Bridge Road Brewers Beechworth Pale Ale // \$11

Heineken 0 // \$7

Heineken 3 // \$8

Peroni // \$10

White Rabbit Dark Ale // \$9.5

Packaged Cider

James Squire Apple Cider // \$10

Somersby Pear Cider // \$10

Napoleone Pear Cider // \$10

Basic Spirits

Absolut Vodka // \$11

Absolut Vanilla Vodka // \$11

Ballantines Scotch Whisky // \$11

Beefeater Gin // \$11

Canadian Club Whisky // \$11

Havana Club 3 Y/O Rum // \$11

Havana Club Especial Rum // \$11

Jim Beam Bourbon // \$11

Olmecca Tequila // \$11



PREFERRED SUPPLIERS

Cakes & Balloons

Burnt Butter Cakes, located in Richmond, is our preferred supplier for all things cakes, cupcakes, cookies, and balloons. They are very familiar with our venue and can provide everything required to bring your party to life.



burntbuttercakes.com.au



[@burntbuttercakes](https://www.instagram.com/burntbuttercakes)



Florist

Glasshaus, situated just down the road from Maeve Fox, is your go-to florist for beautiful arrangements to style the function room.



glasshausfloristonline.com



[@glasshausdesign](https://www.instagram.com/glasshausdesign)

DJs & MCs

Request Artists should be your only choice when it comes to entertaining your guests! With a roster of Australia's premier entertainers, your guests will be up and dancing the night away in no time.



requestartists.com.au



[@requestartists](https://www.instagram.com/requestartists)

TERMS & CONDITIONS

TENTATIVE BOOKINGS:

A tentative booking is designed to give you plenty of opportunity to plan your function. A tentative booking gives you the chance to hold your preferred date. In the event of Maeve Fox receiving another enquiry on your tentative date, we will contact you to determine whether or not you would like to confirm your booking.

MINIMUM SPEND:

The minimum spend requirement is the function organisers responsibility to be met. Sales made by guests at your function do not count towards the minimum spend.

BOOKINGS AND CONFIRMATION:

To confirm your booking we require the terms and conditions to be completed and returned along with a deposit within 5 days of making a tentative booking. All bookings will remain tentative until such time that a deposit is paid. If the deposit is not received at least 5 days prior, then we may release the date to other prospective clients.

DEPOSIT:

- ◇ A deposit is required within 5 days of placing a tentative hold for your function.
- ◇ The deposit will be taken off the full amount of the bill at the end of your function.
- ◇ Full payment is required prior to or on the date of your function.

PAYMENT:

- ◇ Maeve Fox accepts payment in Cash, EFTPOS or Credit Card.
- ◇ Maeve Fox also accepts AMEX and Diners. A 3% surcharge will be incurred with each transaction.
- ◇ Electronic bank transfers can also be arranged in advance. Payments must clear 5 days prior to function. An official bank remittance must be provided to hello@pratthg.com

CANCELLATION:

Any cancellations less than 90 days before your event will forfeit 100% of your deposit to Maeve Fox. Any cancellations 45 days or less before your event will be required to pay the balance of the minimum spend owing to Maeve Fox. Dates are non-transferable unless agreed to by the functions manager.

COVID-19 CANCELLATIONS:

In the event that Maeve Fox is unable to execute your event due to restrictions imposed on the venue by the Victorian Government, Maeve Fox will allow you to move your function and any deposits paid to a future date.

RESPONSIBLE SERVICE OF ALCOHOL:

All staff at Maeve Fox are trained in the Liquor Licensing accredited 'Responsible Service of Alcohol' and by law may refuse to serve alcohol to any person that is deemed intoxicated. Under no circumstances are persons under the age of 18 years allowed on the premises or in the function areas unless accompanied by their legal guardian for the entire duration of their patronage at Maeve Fox and has been arranged prior to the night of your function.

DAMAGE:

In the event that any furniture or any other part of the venue is 'purposely or foolishly' damaged, the cost of repairs will be forwarded to the person responsible for the function or a negotiated amount added to the function invoice at the completion of the function. Upon arrival for your function, organisers will complete and sign a condition report in conjunction with the Manager.

TERMS & CONDITIONS

DECORATION CONSTRAINTS:

The venue does not allow anything stuck to a painted surface, no open flames or candles, or any confetti or glitter of any kind. This includes balloons filled with confetti/glitter. In the event that your function does not abide by these decoration constraints, a \$200 cleaning fee will be charged to the client at the conclusion of the function.

LOST PROPERTY:

Maeve Fox will not accept responsibility for any damage or loss of property left on the premises prior, during or after the function. This responsibility lies solely with the client.

CLIENT RESPONSIBILITY:

The Client is required to inform all relevant personnel involved in attending the function of these terms and conditions.

SPEECHES IN MAIN BAR AREA:

The main bar at Maeve Fox is not a private room and consequently is not set up to facilitate speeches. In the event of speeches being required, it is the manager's discretion to whether the volume of music can be turned down at the particular time the function requests. We encourage these to be under 10 minutes in duration and completed prior to 8.30pm.

SECURITY:

The venue will provide one guard for functions of less than 100 people held on a Friday or Saturday evening. If your function has more than 100 patrons you will need to cover the cost of one additional security guard. If you are having live entertainment such as a DJ or band then two additional guards must be present and you must cover the cost for these additional guards. If your function is being held from Sunday-Thursday then you are under full obligation to provide the guard/s. THE COST FOR THIS IS \$55 PER HOUR PER GUARD AND THERE IS A MINIMUM SHIFT REQUIREMENT OF 4 HOURS.

Please Note: Any external contractors (such as DJs and bands) must bring all their own equipment (including a table if required).

All items must be packed up and removed at the completion of your function.

TERMS & CONDITIONS

PLEASE UNDERSTAND AND RESPECT THESE TERMS & CONDITIONS FOR Maeve Fox

Terms and Conditions. (Please print in capital letters)

I have read and agree to the Terms and Conditions in regards to booking a function at Maeve Fox.

Name/Company: _____

Mobile: _____

Email: _____

Date of Function: _____

Number of People: _____

Start Time: _____ Finish Time: _____

Drivers License Number: _____

Signature: _____

Date Signed: _____

MANAGEMENT RESERVES THE RIGHT TO REFUSE ENTRY TO ANY PATRONS.

BY LAW ID is required for ALL patrons.

Only an Australian Drivers license, Australian Proof of Age card or an international passport will be accepted



472 Church St, Richmond VIC 3121
Maeve Fox: Wellington Park Pty Ltd
ABN: 42 372 915 584

Maeve Fox CREDIT CARD AUTHORISATION FORM (Please print in capital letters)

FUNCTION DETAILS:

Name/Company: _____

Mobile: _____

Address: _____

Date of Function: _____

Type of function: _____

CREDIT CARD DETAILS

Cardholders Name: _____

Card Number: _____

Expiry: _____ CCV: _____

Card Type: (Please circle)

Visa / Mastercard / AMEX / Diners

*AMEX and Diners incur a 3% surcharge.

I hereby authorise Maeve Fox to debit my card \$_____ for the deposit payment of the function to be held on

Signature: _____

Date Signed: _____

Please complete and email to: hello@pratthg.com

