



## *U n i q u e , P e r s o n a l , S t y l i s h*

**W**elcome to The Hills Lodge Grand Mercure, Sydney's Premier Boutique Hotel in the Greater West. Conveniently located North West of Sydney in the heart of the Hills and Norwest Business Parks, just 20 minutes from Parramatta. Via the M2 Freeway we are directly linked to Sydney's North Shore and approximately 30 minutes from Sydney's CBD.

**O**ur 97 luxury Guestrooms and Suites are equipped with all the amenities of an International 4½ star Hotel, including 24-hour reception, IDD/ISD telephones, broadband, mini bar, air conditioning, multi channel television, hair dryer's, complimentary tea and coffee making facilities and most importantly windows that open for fresh air.

**N**obles Restaurant opens for Breakfast and Dinner seven days and lunch on Friday's. A commitment to freshness and seasonality is reflected in our ever changing menus, with the finest quality produce and subtle flavours. Our cocktail bar and courtyards are the perfect location for a quite pre or post function drink.

**T**he Hills Lodge is the ideal location for any meeting, training seminar, conference or corporate dinner. With four well appointed function rooms able to cater up to 200 guests that all feature natural light.

**W**e have extensive landscaped lawns and gardens, numerous courtyards and heated pool for you to use at your leisure. Adjacent to the hotel we also have Isis Health Club for all your fitness needs, Ten Pin Bowling and The Edge Indoor Rock Climbing Centre and specialists in Team Building Activities.

**E**nclosed is information regarding our packages and facilities.

Our Conference and Functions Team is happy to discuss your requirements and tailor a package exclusively for your next meeting.

**W**e look forward to being of service.



## Function Room Information

### CAPACITIES AND DIMENSIONS

Function Room	Area Sqm	Theatre Style	U Shape	Board Room	Class Room	Banquet	Cocktail	Room Hire 8.00am – 5.30pm or 6.30pm – 12.00am
<b>Estate Room</b>	<b>182</b>	200	50	40	80	140	200	<b>\$950</b>
<b>Library</b>	<b>80</b>	60	26	26	30	50	70	<b>\$700</b>
<b>York Room</b>	<b>45</b>	35	16	16	16	20	40	<b>\$375</b>
<b>Boardroom</b>	<b>38</b>	25	n/a	16	12	22	30	<b>\$375</b>

### Estate Room

- Located off the Foyer on the Ground Floor, Natural Light and Individually Air Conditioned
- Private Courtyard with Fountain, ideal for Coffee Breaks and Drinks
- Electronic Lighting System to allow better Lighting Control
- Sound System including Microphone, CD, Built in Projection Screen
- Broadband and Wireless Broadband, Telephone Line
- Dimensions – 13m wide x 14m long

### Library

- Located on the First Floor with Private Balcony & room for Coffee Breaks
- Natural Light and Individually Air Conditioned
- Lighting with Dimmer Control and Built in Projection Screen
- Broadband and Wireless Broadband, Telephone Line
- Dimensions – 8m wide x 10m long

### York Room

- Located on the First Floor with Lounge Area outside & room for Coffee Breaks
- Natural Light and Individually Air Conditioned
- Lighting with Dimmer Control and Built in Projection Screen
- Broadband and Wireless Broadband, Telephone Line
- Dimensions – 6.5m wide x 7m long

### Boardroom

- Located off the Foyer on the Ground Floor, Natural Light and Individually Air Conditioned
- Opens on to large courtyard, ideal for Coffee Breaks and Drinks
- Lighting with Dimmer Control & Built in Projection Screen
- Broadband and Wireless Broadband, Telephone Line
- Dimensions – 4.5m wide x 8.5m long

# Afternoon Tea Buffets

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*(these packages are not available for dinner)*

## **Deluxe Package**

Assorted Finger Sandwiches  
Mini Gourmet Pies  
Assorted Mini Cakes & Pastries  
Scones with Jam & Cream  
Fresh Seasonal Fruit Platter  
Coffee, Selection of Teas

**\$30** per person

## **Premium Package**

Assorted Finger Sandwiches  
A Variety of Mini Pies, Sausage Rolls & Quiches  
Spring Rolls & Samosas  
Assorted Mini Cakes & Pastries  
Scones with Jam & Cream  
Fresh Seasonal Fruit Platter  
Coffee, Selection of Teas

**\$35** per person

Choose from a variety of Private Function Rooms  
or Nobles Raised Restaurant with an adjoining courtyard  
(Room Hire Charges Apply)

## **Beverages**

Available as a Package or on a Consumption Basis

# Cocktail Parties

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## Canapé Packages

(Minimum 15 People)

Canapé Duration	Number of Canapés pp	Deluxe	Premium
½ Hour	3 pieces (3 selections)	<b>\$11</b>	<b>\$13</b>
1 Hour	6 pieces (4 selections)	<b>\$17</b>	<b>\$20</b>
1 ½ Hours	9 pieces (5 selections)	<b>\$23</b>	<b>\$27</b>
2 Hours	12 pieces (6 selections)	<b>\$28</b>	<b>\$33</b>

## Cocktail Party Packages

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DELUXE COCKTAIL PACKAGE **\$38 pp** (Minimum 20 people)

PREMIUM COCKTAIL PACKAGE **\$46 pp** (Minimum 30 people)

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## Beverage Packages

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Beverage Duration	Package I	Package II	Package III
1 Hour	<b>\$14</b>	<b>\$16</b>	<b>\$18</b>
2 Hours	<b>\$17</b>	<b>\$20</b>	<b>\$23</b>
3 Hours	<b>\$20</b>	<b>\$24</b>	<b>\$28</b>
4 Hours	<b>\$23</b>	<b>\$28</b>	<b>\$32</b>
5 Hours	<b>\$26</b>	<b>\$32</b>	<b>\$36</b>

Please refer to Beverage Package Sheet for Package details.

If you prefer we can also design a Package to suit your specific requirements or your chosen Beverages can be on a Consumption Basis.

# Cocktail Parties

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## Deluxe Cocktail Party

Selection of Deluxe Canapés for 1 hour-8 pieces per person (4 selections page 13)

2 Main Dish Selections served in Noodle Boxes (page 13)

Chef's Selection of Petit Fours, Assorted Mini Cakes and Gateaux

Coffee and Tea

**\$38** per person (Minimum 20 People)

## Premium Cocktail Party

Selection of Premium Canapés for 1 hour -10 pieces per person (5 selections page 13)

2 Main Dish Selections served in Noodles Boxes (page 13)

Chef's Selection of Petit Fours, Assorted Mini Cakes and Gateaux

Selection of Premium Australian Cheese

Coffee and Tea

**\$46** per person (Minimum 30 People)

## Additional Items

Dips and Crudities including Celery, Carrot, Capsicum

Corn Chips & Dips

**\$35** per platter (serves 20 people)

Natural Sydney Rock Oysters

**\$22** per dozen

Fresh King Prawns

**\$19** per dozen

Dessert

**\$5** per person (selections on the following page)

Fresh Fruit Platter

**\$45** per platter (serves 10)

# Canapé Selections

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## Deluxe

Salt & Pepper Squid with Asian Dipping Sauce  
Satay Chicken Skewers  
Mixed Savoury Pastries  
Sushi- Assorted Varieties  
Caramelised Onion & Fetta Pizza  
Mushroom Aranchini  
Spring Rolls & Samosas  
Mixed Pies & a Variety of Mini Quiches

## Premium

Oriental Chicken Rice Paper Rolls  
Seared Scallops with Mint & Ginger Salad  
5 Spiced Duck Crepe  
Swordfish Skewers with Chilli & Lime Dressing  
Mushroom's stuffed with Goats Cheese  
Steamed Dim Sims  
Thai Crab Cakes  
Tempura Battered Prawns  
Crab Bisque in a Shot Glass  
Leek Terrine with Goats Cheese  
Pecking Duck Spring Rolls  
Mini Fillet Mignon with Béarnaise Sauce  
Mini Beef Burgers

## Main Dishes

(served in noodle boxes)  
Hoi Sin Chicken & Noodles  
Sweet & Sour Pork with Rice  
Wok Fried Prawns with Rice  
Thai Green Curry Chicken with Rice  
Beef Curry with Rice  
Fish & Chips  
Lamb & Pumpkin Salad  
Thai Beef Salad with Noodles  
Tempura Prawns & Rice  
Soft Shell Crab with Fried Noodles  
Wok Tossed Vegetables & Tofu  
Ratatouille & Cous Cous  
(extra \$5pp per menu item)

## Dessert Option

Rose Marshmallows  
Mini Profiteroles  
Mini Fruit Tarts  
Chocolate Truffles  
Assorted Mini Cakes  
(extra \$5pp per menu item)

# Beverage Packages

## Package Prices

Beverage Duration	Package I	Package II	Package III
1 Hour	\$14	\$16	\$18
2 Hours	\$17	\$20	\$23
3 Hours	\$20	\$24	\$28
4 Hours	\$23	\$28	\$32
5 Hours	\$26	\$32	\$36

Please refer to Beverage Packages below for Package details.

If you would prefer we can also design a Package to suit your specific requirements or your chosen Beverages can be on a Consumption Basis.

### Package I

Bancroft Bridge Brut Sparkling Wine

Bancroft Bridge Chardonnay & Semillon Sauvignon Blanc

Bancroft Bridge Shiraz Cabernet

Regular & Light Beers

Soft Drinks, Mineral Water, Orange Juice

### Package II

Redbank Emily Sparkling Wine

Chain of Fire Chardonnay Viognier & Sauvignon Blanc Semillon

Chain of Fire Shiraz Cabernet

Regular & Light Beers

Soft Drinks, Mineral Water, Orange Juice

### Package III

Chandon NV Brut Sparkling Wine

Glandore Estate Chardonnay & Wise Sea Urchin Semillon Sauvignon Blanc

Glandore Estate Shiraz & Wise Sea Urchin Cabernet Merlot

Regular & Light Beers

Soft Drinks, Mineral Water, Orange Juice

### Spirits

Spirits are charged on a consumption basis

### Non-Alcoholic

Non-alcoholic Beverage Package includes  
Maison Sparkling Non-Alcoholic Grape Drink  
Soft Drinks, Mineral Water, Orange Juice

4 Hours - \$16.00 pp

5 Hours - \$18.00 pp

## Audio Visual Equipment

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Item		Price Per Day
Broadband and Wireless Broadband	Hourly	\$12 <i>pp</i>
	Daily	\$24 <i>pp</i>
	Weekly	\$60 <i>pp</i>
Lecturn with Microphone		\$50
Wireless Lapel Microphone		\$75
Wireless Hand Held Microphone		\$50
Portable CD Player		\$25
Television with Video/ DVD Player		\$50
Additional Flipchart / Paper / Pens		\$20
Additional Whiteboard		\$25
Electronic Whiteboard		\$250
Overhead Projector		\$50
LCD / DATA Projector		\$150
Laser Pointer		\$25
Conference Speaker Phone		\$50
Stage		<i>POA</i>
Dancefloor		<i>POA</i>
Speakers for Computer		\$20

# General Information

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## Accommodation

We have a variety of spacious rooms & suites with all the facilities you have come to expect in a 4 ½ star hotel. Enjoy the comforts of a private Suite with its separate lounge room, ideal for entertaining guests or business associates.

**Guest Rooms:** 97 Rooms including 11 Suites & Apartments

Room Types	Corporate Rate	Conference Rate	Single Inc Breakfast	Double/Twin Inc Breakfast
Deluxe Room	\$198	\$178	\$195	\$210
Deluxe Twin	\$208	\$188	n/a	\$220
Premium Room	\$228	\$208	\$225	\$240
Premium Room (Bath & Balcony)	\$238	\$218	\$235	\$250
Suites available from	\$248	\$228	\$245	\$260

We have a variety of Suites to accommodate your individual needs

Prices include GST (Rates are subject to change without notice)

- Rates are per room per night (single or double)
- Each additional person (over 2) \$20 per night (room only)
- All our rooms are non smoking
- Check out 11am
- Packages available
- Complimentary secure car parking

## Nobles Restaurant & Bar

A commitment to freshness and seasonality is reflected in our ever-changing menus, with the finest quality produce and subtle flavours. Our cocktail bar and courtyards are the perfect location for a quite pre or post function drink.

<b>Breakfast:</b>	6.15 am – 9.30 am 7.00 am – 10.00 am	Monday to Friday Saturday and Sunday
<b>Lunch:</b>	12.00 pm – 3.00 pm	Friday Only
<b>Dinner:</b>	6.00 pm – 9.30 pm	7 days (service of food)
<b>Nobles Bar:</b>	12.00 pm – 12.00 am 5.00 pm – 10.00 pm	Monday to Saturday Sunday & Public Holidays
<b>Room Service:</b>	5.00 am- 11.00 pm (limited menu outside restaurant hours)	

## Business Services

Our administration staff are available 24 hours to send and receive faxes, and for photocopying and secretarial assistance.

# The Hills Lodge

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## Booking Form

Company \_\_\_\_\_

Contact \_\_\_\_\_

Conference Room \_\_\_\_\_ Date \_\_\_\_\_

Room Set Up \_\_\_\_\_ Number of Delegates \_\_\_\_\_

Equipment Required \_\_\_\_\_

Estimated Costs \_\_\_\_\_

Deposit Required \$ \_\_\_\_\_ Date Deposit Required By \_\_\_\_\_

## Terms & Conditions

### Confirmation and Deposits

All Functions must be confirmed in writing together with a non refundable deposit within 7 days of booking.

If confirmation is not received within this time The Hills Lodge reserve the right to cancel your tentative booking. The non refundable deposit is equal to 25% of the estimated total cost of the function including accommodation

### Guaranteed Details & Numbers

Organisers are required to provide final details 7 days in advance with final numbers no less than 48 hours prior to the function. This will confirm the minimum number to be charged.

### Cancellations

Cancellations must be made in writing and directed to the attention of the Functions Manager.

If you wish to transfer the booking to another date within 6 months your deposit can apply to this new date (this new date cannot be transferred)

Cancellations less than 2 weeks prior cannot transfer their deposit to another date.

# The Hills Lodge

## Terms & Conditions (continued)

### Insurance and Damages

The Hills Lodge Pty Ltd will not accept liability for damage to or loss of merchandise and or equipment left at the Hotel prior to during or after a function. Insurance coverage is recommended for high value equipment. Organisers will be held financially responsible for any damage caused to The Hills Lodge Property or equipment during their stay.

### Surcharges

If you would like to hold your Function on a Public Holiday a Surcharge of 10% applies.

### GST

All prices are inclusive of GST.

### Pricing Policy

While we try to maintain the costs of our packages, due to circumstances beyond our control, prices are subject to change. Notice will be given as far in advance as possible.

### Responsible Service of Alcohol

The Hills Lodge adopts a policy of Responsible Service of Alcohol in accordance with the Liquor Laws of N.S.W. We reserve the right to refuse service to any intoxicated or underage guests, ensuring our duty of care to all our guests. As host, you will be first notified of, in our opinion, any guests who are intoxicated, for which alcohol service will be suspended or who may be asked to leave the premises. We would appreciate your assistance and understanding if such a situation were to arise.

I / We have read and agreed to the terms and conditions stated above

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Company (if applicable) \_\_\_\_\_

Address \_\_\_\_\_

Position \_\_\_\_\_

Date of Function \_\_\_\_\_ Conference Room \_\_\_\_\_

Deposit Amount \$ \_\_\_\_\_ Hotel Confirmation Number # \_\_\_\_\_

Credit Card Payment: Cardholder \_\_\_\_\_

Card Number \_\_\_\_\_ Expiry Date \_\_\_\_ / \_\_\_\_

Authorisation for final payment to be paid with this credit card  No  Yes \_\_\_\_\_

A 1.5% surcharge applies to all Credit Cards

Signature