



WESTSIDEHQ

FUNCTIONS, EVENTS & CELEBRATIONS

FLEXIBLE SPACES | SEAMLESS EXPERIENCE | PROFESSIONAL SERVICE

WHY CHOOSE WESTSIDEHQ?

- **Flexible Spaces:** Modern, versatile rooms for events of all kinds, comfortably accommodating 10 to 200 guests.
- **Excellent Value:** Enjoy premium facilities at a fraction of the price of CBD venues.
- **Easy Access & Parking:** Conveniently located next to Corinda Train Station with ample on-site parking.
- **AV & Presentation:** Screens, microphones, lighting and AV equipment ready to support your event needs.
- **Seamless Event Support:** Our team works closely with you to ensure every detail is looked after, so your event runs smoothly from start to finish.
- **Trusted Community Venue:** We're experienced in hosting it all, including corporate meetings and training sessions, celebrations and milestones, celebrations of life, and community events.

At WestsideHQ we pride ourselves on providing personalised service to ensure that your event is truly unforgettable. No matter the occasion, our team is committed to creating a warm, welcoming, and well-organised experience for you and your guests.

OUR FUNCTION SPACES

The Grand Hall

- **Seated:** 200
- **Cocktail:** 250
- **Best For:** Banquet, Classroom, Conference, Theatre, Cocktail

The Westside Room

- **Seated:** 50
- **Cocktail:** 80
- **Best For:** Banquet, Classroom, Conference, Theatre, U-Shape, Cocktail

The Terrace

- **Seated:** 30
- **Cocktail:** 50
- **Best For:** Banquet, Conference, Cocktail

The Boardroom

- **Seated:** 20
- **Cocktail:** —
- **Best For:** Conference, U-Shape

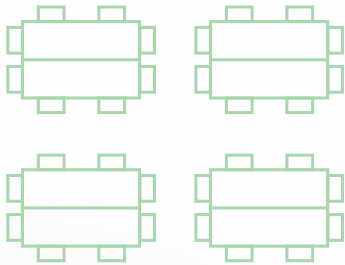
Bistro Reserve

- **Seated:** 40
- **Cocktail:** 60
- **Best For:** Cocktail, Conference, Banquet

Play Central

- **Seated:** 40
 - **Cocktail:** 60
 - **Best For:** Kids Birthday Parties
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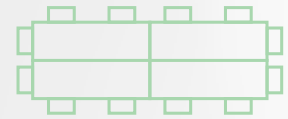
ROOM SETUP



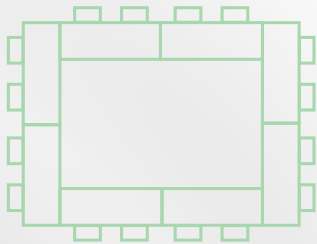
Banquet



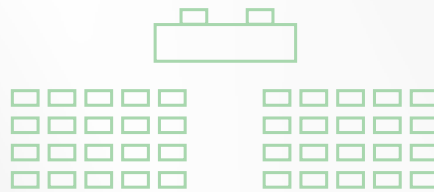
Classroom



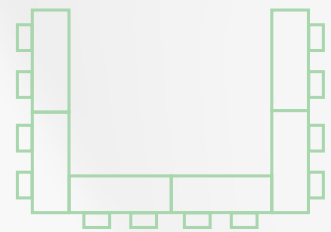
Conference



Hollow Square



Theater



U-Shape

Enhance your event with these optional add-ons.

ITEM	PRICING
Coloured Linen Napkins	\$3 Each
Table Runners	\$5 Each
Centerpieces	Custom Quote
Place Cards & Menus	Custom Quote
Tea & Coffee Station	\$3.50pp
Cocktail Station	Custom Quote
Welcome Signs & Easels	Custom Quote

THE GRAND HALL



Our largest and most versatile event space best for corporate events, celebrations, and weddings.

- **Seats up to 200 guests**
- **Private bar access**
- **Dancefloor & stage**
- **AV & microphone included**
- **Available for up to 6 hours**
- **Complimentary Wi-Fi**
- **Floor-to-ceiling windows with heavy sun-block curtain option**
- **Natural Lighting**

Room Hire*: \$800

*Room hire waived if guaranteed food & beverage spend of \$3,000 is met.

THE WESTSIDE ROOM



Ideal for mid-size celebrations and corporate events

- **Seats up to 50 guests**
- **Flexible design**
- **AV & microphone available upon request**
- **Complimentary Wi-Fi**
- **Private access**

Room Hire*: \$500

*Room hire waived if guaranteed food & beverage spend of \$2,000 is met.

THE TERRACE



An open-air setting ideal for cocktail events and relaxed celebrations like engagement and birthday parties.

- **Seats up to 40 guests**
- **Daytime & evening functions**
- **Complimentary Wi-Fi**

Room Hire*: \$300

*Room hire waived if guaranteed food & beverage spend of \$1,000 is met.

THE BOARDROOM



A private space for meetings, training and planning sessions

- **Seats up to 20 guests**
- **Daytime & evening hire available 7 days a week**
- **AV & microphone included**
- **Complimentary Wi-Fi**
- **Private access & facilities**

Room Hire*: \$200

*Room hire waived if guaranteed food & beverage spend of \$500 is met.

BISTRO RESERVE



A semi-private space for small events, birthdays, and celebrations of life

- **Seats up to 40 guests**
- **Daytime & evening hire available Saturday – Wednesday**
- **Complimentary Wi-Fi**

Room Hire*: \$200

*Room hire waived if guaranteed food & beverage spend of \$1,000 is met.

PLAY CENTRAL



A semi-private space with full private use of the kids room – perfect for kids birthday parties!

- **Seats up to 40 guests**
- **Daytime & evening hire available Saturday – Wednesday**
- **Private access to the Kids Room**
- **Complimentary kids gift packs**
- **Complimentary Wi-Fi**

Room Hire*: \$300

*Room hire waived if guaranteed food & beverage spend of \$1,500 is met.

DAY DELEGATE PACKAGES

Host productive, professional meetings with ease

Designed for corporate meetings, training days, workshops, and planning sessions, our Day Delegate Package delivers everything you need in one clear per-person price — no hidden extras, no stress.

PACKAGE A

Half Day \$25 PP

Tea & coffee station
Selection of sweet pastries

Full Day \$55 PP

Tea & coffee station
Morning tea, light lunch & afternoon tea

Options Include

Morning tea:

Selection of sweet pastries

Lunch:

Sandwich or wrap platter

Afternoon tea:

Selection of sweets

PACKAGE B

Half Day \$35 PP

Tea & coffee station
Platter of mini quiches, pies & sandwiches

Full Day \$65 PP

Tea & coffee station
Morning tea, Hot Lunch & Afternoon Tea

Options Include

Morning tea:

Platter of mini quiche, sausage rolls & pies

Lunch:

Chicken Schnitzel

Fish^(o) & Chips

Served with a selection of salads

Afternoon tea:

Fresh fruit or a selection of sweets



SET MENU

Alternative Drop

2 Course \$55 PP | 3 Course \$65 PP

Best for formal celebrations, anniversaries, or corporate dinners with 30 or more guests, where everyone is seated and served a structured multi-course meal.

Select two dishes for each course:

Entrée

- Prawn Cocktail⁽¹⁾
- Pork Belly Bites ^[GF]
- Beef Skewers ^[GF]
- Salt & Pepper Squid⁽¹⁾
- Bruschetta
- Spring Rolls

Mains

- Crispy Skin Salmon⁽¹⁾
- Gnocchi
- Chicken Breast
- Beef Brisket
- Herb & Lemon Barramundi⁽¹⁾
- Lamb Shank

Desserts

- Apple Crumble
- Sticky Date
- Brownie
- Pavlova ^[GF]



BUFFET PACKAGE

GOLD \$70 PP

2 X CARVERY | 3 X HOT DISHES
3 X SIDES | 2 X DESSERTS

SILVER \$60 PP

2 X CARVERY | 2 X HOT DISHES
2 X SIDES | 2 X DESSERTS

BRONZE \$50 PP

1 X CARVERY | 2 X HOT DISHES
2 X SIDES | 1 X DESSERT

Ideal for larger celebrations, celebration-of-life gatherings, or corporate events with 60 or more guests, offering a relaxed self-serve dining style.

Carvery

- Roast Beef
- Roast Pork
- Honey Glazed Ham
- Garlic & Herb Chicken
- Roast Lamb

Dessert

- Apple Crumble
- Pavlova ^[GF]
- Fruit Salad ^[GF DF V]
- Sticky Date

Hot Dishes

- Baked Salmon ^{(1) [GF]}
- Butter Chicken Curry
- Thai Green Chicken Curry
- Penne Pesto Pasta
- Honey Chicken ^[GF]
- Sweet & Sour Pork
- Chickpea & Potato Curry ^[V GF]
- Veggie Stir-Fry ^[V GF]

Upgrade

- Extra Roast Meat: **+\$15 PP**
- Extra Hot Dish, Side or Dessert: **+\$10 PP**

Sides

- Roasted Potato & Pumpkin
- Steamed Veggies
- Garden Salad
- Steamed Rice
- Potato Bake



PLATTERS MENU

Best for casual gatherings, small celebrations, celebrations of life, or informal corporate meetings with any number of guests, where guests share light food.

Charcuterie \$110

A selection of cold meats, cheese, charred veggies, hummus dip & crackers

Vegetarian / Vegan Platter ^[GF] \$100

An assortment of fresh and tasty items selected by the chef

Pizza Tower \$90

A selection of 4 pizzas: Pepperoni, Hawaiian & Margherita

Sandwich Platter \$90

An assortment of fresh sandwiches and wraps. Gluten-free option +\$10

Fruit Platter \$90

A selection of fresh season fruits

Cake Platter \$90

A selection of cakes

Scones Platter \$70

Fresh homemade scones with jam and cream

Kids Platter \$80

Chicken nuggets and mini cheeseburgers with tomato sauce

Party Platter \$95

Mini pies, sausage rolls, quiches, and spinach and ricotta rolls with tomato and BBQ sauce

Asian Platter \$95

Vegetable spring rolls, samosas, money bags with sweet chilli sauce

Meat Lovers Platter \$130

Chicken skewers, beef skewers, lamb kofta, and pork skewers

Slider Platter \$130

A selection of chicken and beef sliders



BEVERAGE OPTIONS

Cash Bar

Each guest is responsible for covering the cost of their order when it's placed. Guests may purchase any item from our extensive range of beer, wine, and premium spirits.

Bar Tab Limit

You will set the limit on the amount of money you wish to spend. Our bar staff will advise you when your limit is approaching.

Beverage Package

We offer three beverage package levels, available for groups of 25 guests or more.



BRONZE BEVERAGE PACKAGE

Two Hours \$39 PP | Three Hours \$49 PP

Sparkling Wine

Morgan's Bay Sparkling Cuvée

White Wine

Squealing Pig Sauvignon Blanc

Red Wine

St Hubert's The Stag Pinot Noir

Beer

XXXX Gold

XXXX Bitter

WestsideHQ 3.5% Crisp

WestsideHQ Full Strength Lager

Non-alcoholic

Full Range of Postmix

Orange Juice

SILVER BEVERAGE PACKAGE

Two Hours \$43 PP | Three Hours \$55 PP

Sparkling Wine

Morgan's Bay Sparkling Cuvée

Seppelt Prosecco

White Wine

Squealing Pig Sauvignon Blanc

St Hubert's The Stag Chardonnay

Red Wine

St Hubert's The Stag Pinot Noir

Wynn's Coonawarra Estate Cabernet

Sauvignon

Beer

All tap beers

Great Northern Original Lager

Great Northern Super Crisp

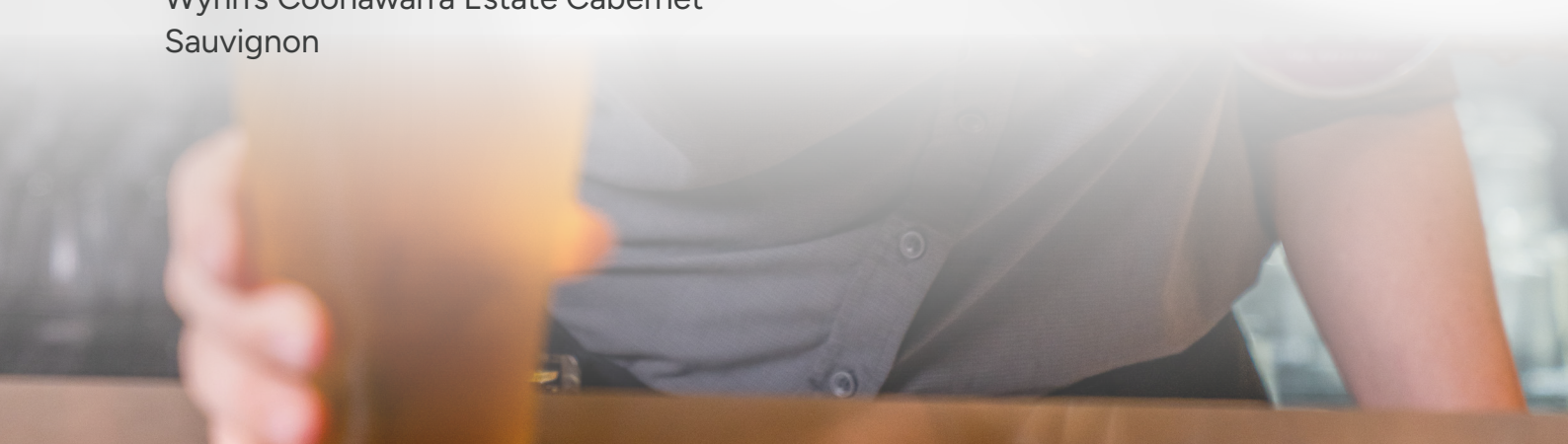
XXXX Gold

XXXX Bitter

Non-alcoholic

Full Range of Postmix

Orange Juice



GOLD BEVERAGE PACKAGE

Two Hours \$55 PP | Three Hours \$72 PP

Sparkling Wine

Morgan's Bay Sparkling Cuvée
Seppelt Prosecco

White Wine

Squealing Pig Sauvignon Blanc
St Hubert's The Stag Chardonnay
Fifth Leg Sémillon Sauvignon Blanc

Red Wine

St Hubert's The Stag Pinot Noir
Wolf Blass Yellow Label Merlot
Wynn's Coonawarra Estate Cabernet
Sauvignon

Beer

All tap beers (incl. Ginger Beer)
Great Northern Original Lager
Great Northern Super Crisp
XXXX Gold
XXXX Bitter

Non-alcoholic

Full Range of Postmix
Orange Juice

NON-ALCOHOLIC BEVERAGE PACKAGE

One Hour \$12 | Two Hours \$17 | Three Hours \$22

Soft Drink: Pepsi, Pepsi Max, Sprite

Orange Juice

Ask about our 0% alcohol beverage range



TERMS & CONDITIONS

Deposits

A booking deposit is required to secure date when making a reservation:

Grand Hall: \$500
Western Room: \$500
Board Room: \$200
The Terrace: \$300
Bistro Reserve: \$200
Play Central: \$200

WestsideHQ reserves the right to cancel any reservations not secured with a deposit by the required date.

WestsideHQ reserves the right to cancel or relocate any booking where community discounts are offered in favour of a fully paid function.

If guaranteed food and beverage spend is not met prior to the event, room hire must be paid prior to event day. If guaranteed food and beverage spend is met during the course of the event, the room hire will be refunded to the customer within five (5) business days. Where partial payment of room hire is required to meet the guaranteed spend, only the remaining amount above the guaranteed spend will be returned. Purchases must be made during the allotted function time in the function space to contribute to guaranteed food and beverage spend. Cash bar only contributes to guaranteed food and beverage spend in The Grand Hall & The Westside Room.

Guest Numbers & Catering

Final numbers are required two (2) weeks prior to the event and numbers will be charged accordingly. Charges will be based on the number of people that attend the function or the final given number, whichever is greater.

There is no Sunday surcharge. Member discounts do not apply.

Menu and beverage details are required 2 weeks prior to the event along with special dietary requirements. A children's menu is available on request.

We are unable to permit clients to provide their own food and beverage and any food not consumed remains the property of WestsideHQ.

Damages & Insurance

The customer is financially responsible for any damages sustained to WestsideHQ throughout the duration of the events and any damages will be billed to the hirer within seven days of the event.

WestsideHQ management and staff will take all responsible care to protect guest property but will accept no responsibility for any loss or damage incurred in WestsideHQ prior to, during and on the conclusion of the event.

Guests attending the event must conduct themselves in an orderly manner complying with all reasonable direction from WestsideHQ staff. WestsideHQ staff reserve the right to remove any persons whose behaviour is deemed objectionable, improper or undesirable.

If a guest attending the event becomes aware of a dangerous or broken item they should report it immediately to the manager in charge.

Please nominate a responsible adult in your party to act as a contact person for any issues that may arise during your function.

Westside HQ operates in residential areas. We request that you and your guests are considerate of residents when leaving the premises.

TERMS & CONDITIONS

Security

Where identified by the management of WestsideHQ, any additional security required will be at the expense of the organiser. Please note 21st Birthday celebrations require at least one security guard for the duration of the event.

Food Safety

Due to the Food Safety Practice no food or beverage is to be brought into the Club. Similarly, no food or beverage is to be removed from the premises. Commercially made cakes are the only exception. Cakeage charges will apply.

Payment Terms

A deposit, as detailed above, is required within fourteen (14) days to confirm your booking together with a signed copy of the terms & conditions.

Final payment is required ten (10) days prior to the event date. Please note that failure to make a final payment prior to the event date will result in the cancellation of your booking.

The balance of additional beverage and miscellaneous charges must be finalised at completion of the event, and all payments must be made by cash or credit card/EFTPOS.

Prices are subject to change.

All prices quoted are inclusive of GST.

All prices shown are current but may change on seasonal availability and may be subject to alteration prior to your event.

15% surcharge on all food and beverage on a public holiday.

Responsible Service of Alcohol

Westside HQ is licensed to provide alcohol.

Guests attending a private function must comply with Liquor Licensing sign in procedures. Westside HQ promotes responsible service of alcohol and abides by the rules and regulations outlined in the Liquor Act 1992.

Under 18's are not permitted to drink at an event even with parents present.

Management support staff who practice Responsible Service of Alcohol.

Any guest under the age of 18 must be accompanied by a parent or legal guardian unless pre-organised with the event department. This is a Liquor Licensing law.

Any guest without legal photographic identification will not be permitted entry. This includes a current passport; current drivers licence or an 18+ card.

Children under 18 must remain in the function area after 10pm.

Privacy

All information provided by you will be protected and will only be used for the purpose of conduction of your event.

CONTACT US

READY TO BEGIN PLANNING? LET'S CONNECT!

EMAIL: FUNCTIONS@WESTSIDEHQ.ORG.AU

PHONE: (07) 3379 8555

ADDRESS: 3 CLEWLEY STEET, CORINDA QLD

WESTSIDEHQ.ORG.AU

