



PRIVATE EVENTS IN THE YARRA VALLEY

*Balgownie Estate*  
VINEYARD RESORT & SPA  
YARRA VALLEY



## CELEBRATE AT BALGOWNIE ESTATE

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Less than an hour from the Melbourne CBD, Balgownie Estate is a 5 star Rated Wines and Vineyard Resort & Spa is a 4.5 Star Boutique Luxury Resort set on 30 Hectares surrounded by Vineyards and breathtakingly beautiful views.

When your guests receive an invitation to a celebration at Balgownie Estate, they will be in for a real treat. They can expect to enjoy delicious food and wine dining in our restaurant space, taking in the expansive Yarra Valley and blue tinged hills beyond.

Celebrate all of life's milestones with us from intimate weddings, birthday celebrations, hen's day lunches, engagements, cocktail functions, corporate events or a place for friends to gather and share a meal.

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## PRIVATE DINING ROOMS

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### PRIVATE DINING SPACE 1

Our largest private dining room is set in prime position across the front of Rae's restaurant making the most of the incredible views across the vines and manicured lawn towards the blue tinged hills beyond.  
Seated capacity 30  
Stand up capacity 40

A minimum spend amount of \$1,950 will apply in order to secure the space. A room hire fee may apply if minimum spend amounts are not met.

### PRIVATE DINING SPACE 2

With a slightly smaller capacity, private dining room 2 can be accessed through Rae's restaurant but also has access to our outdoor courtyard area.  
Seated capacity 20  
Stand up capacity 35

A minimum spend amount of \$1,300 will apply in order to secure the space. A room hire fee may apply if minimum spend amounts are not met.

Private dining room 2 can be co-joined to PDR1 to increase capacity for groups up to 45 guests.

### MARQUEE SPACE

Separate to the restaurant, with quiet ambience this private space is just meters from the vines with views to the hills beyond. Our permanent marquee is suitably climate controlled and easily accessible for groups wanting an intimate dining environment taking in the natural Yarra Valley vineyard ambience.  
Seated capacity 70  
Stand up capacity 100

A minimum spend amount of \$4,550 will apply in order to secure the marquee space.



## DINING PACKAGES

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All Private dining room events include fresh, white linen table cloths and napery.

\*A surcharge of 10% per person applies on all public holidays

### PACKAGE 1

Two courses- Alternate Menu

Cost per person: \$65

OR

Three courses- Alternate Menu

Cost per person: \$75

### PACKAGE 2

Three courses- shared platter style entrée, main dishes, mini desserts served to the center of the guest tables.

Cost per person: \$82

- Regional tasting boards & tapas entree.
- Two meat dishes and three accompanying side dishes served for main course.

### ADDITIONAL EXTRAS TO ENHANCE YOUR EXPERIENCE:

- Pre lunch/ dinner drinks and canapés of chef's selection, 30minutes \$20pp
- Cheese course \$15pp
- Petite fours \$8pp
- We have a fabulous pastry chef in- house and we are happy to make a cake for your celebration \$POA.
- Cakage for cakes brought onsite will be cut and served to your guests for an additional \$4 per person.
- Wine tastings available in our cellar door for an additional \$5pp redeemable on purchase. Purchases in the cellar door of dining groups will also receive a 10% discount.
- If you would like us to order flower arrangements for your guest tables, please do not hesitate to request a cost for our Yarra Valley florist friends to do so. Cost on Application.







## YOU MAY ALSO CONSIDER

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### COCKTAIL DINING

All our cocktail dining packages are based on 3 hours of service and are inclusive of our Balgownie Estate black label beverage package.

Included in our cocktail package will be 6 savory canapés, 2 substantial bowl food dishes and 2 sweet mini desserts. As an additional extra, you may select to upgrade and include produce platters or cheese platters for the room.

The cost of our cocktail food packages are \$135pp.

If you would like to upgrade to the Estate Series an additional charge of \$10 per person will apply. Extensions of beverage package will incur a \$15per person, per hour cost.

### DEGUSTATION

5 courses, paired wines \$185pp

7 courses, paired wines \$210pp

Degustation menus will be selected by our Head chef and will reflect the seasonal produce available at the time of your event. Please keep in mind that our degustation menus are a food and wine experience and timings will not easily allow for formalities such as speech brackets. Paired wines will include back vintage wines from both our Bendigo and Yarra Valley vineyards.

Maximum numbers for our degustation offerings will be capped at 40 guests.



## BEVERAGES

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You can opt to have either beverages charged on a consumption basis including tea and espresso coffee to be settled at the conclusion of the event or by individual guests or alternatively select a Beverage Package.

### BLACK LABEL BEVERAGE PACKAGE

Inclusive of current release Balgownie Estate Black label sparkling, white & red wines as well as heavy and light beer, soft drinks, juices and tea and coffee.

3 hour package \$45pp

4 hour package \$55pp

### ESTATE SERIES BEVERAGE PACKAGE

Inclusive of current release Estate Series sparkling, white & red wines as well as a range of local and international heavy and light beer, soft drinks, juices and tea and coffee.

3 hour package \$55pp

4 hour package \$65pp

\*All lunchtime reservations will be based on a 4-hour reservation.



# TERMS AND CONDITIONS

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Please note the following terms and conditions for holding your event with us at Balgownie Estate.

## PAYMENT DETAILS:

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Securing your date with us requires on non-refundable deposit of \$300.00 for all private dining events

Full pre-payment of your food and beverage package (excluding beverages on consumption) to be paid 7 days prior to your event with your confirmation of final numbers.

All master accounts are to be settled prior to departure. Should the nominated person not settle the account on departure, Balgownie Estate Vineyard Resort & Spa will charge the authorised credit card for final payment.

All Credit Card payments incur a 2% surcharge

## TIMES ALLOCATION FOR EVENTS ARE AS FOLLOWS:

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Lunch reservations will be of 4-hour duration with time to be confirmed by Balgownie

Dinner reservations will need to conclude by no later than 11pm

If you require your event space outside of these hours, a fee may apply.

Final numbers and dietary requirements are to be provided a minimum of 7 days prior to your event

Rae's Restaurant is a fully licensed venue and does not allow BYO

Rae's Restaurant cannot allow any outside food brought onto premises (unless authorisation has been approved by venue). We do ensure to provide all guests with options to accommodate any special requests you may like for your event

Should you wish to secure your event with us at Balgownie Estate, please complete the attached booking form and return to us with your \$300 Deposit & credit card authorisation for incidentals.

**EVENT DETAILS**

<u>Name:</u>	
<u>Email:</u>	
<u>Phone:</u>	
<u>Date of Event:</u>	<u>Requested arrival time:</u>
<u>Room/ space request:</u>	
<u>Type of event:</u>	
<u>Number of guests attending:</u>	
<u>Food package selection</u> Please tick	<p>*All Private dining room events include fresh, white linen table cloths and napery.**</p> <p><u>Package 1:</u></p> <p>Option 1 - Cost per person: \$65    <input type="checkbox"/></p> <p>Two courses- Shared entrée, main course served banquet style to the center of the table to share, sides included for the table.- Option to also include a dessert course will be offered on the day for those who choose to.</p> <p>Option 2 - Cost per person: \$75    <input type="checkbox"/></p> <p>Three courses- Shared entrée, main course served banquet style to the center of the table to share, sides included for the table, mini desserts served to the center of the table.</p> <p><u>Package 2:</u> Cost per person: \$82    <input type="checkbox"/></p> <p>Three courses- shared entrée, guest choice of three main dishes, mini desserts served to the center of the table.</p> <p><u>Cocktail dining:</u> Cost per person: \$115    <input type="checkbox"/></p> <p>All our cocktail dining packages are based on 3 hours of service and are inclusive of our Balgownie Estate black label beverage package.</p> <p>If you would like to upgrade to the Estate Series an additional charge of \$10 per person will apply.</p> <p>Extensions of beverage package will incur a \$15per person, per hour cost.</p> <p>Included in our cocktail package will be 6 savory canapés, 2 substantial bowl food dishes and 2 sweet mini desserts.</p> <p>As an additional extra, you may select to upgrade and include produce platters or cheese platters for the room.</p> <p><u>Degustation:</u></p> <p>5 courses, paired wines \$185pp    <input type="checkbox"/></p> <p>7 courses, paired wines \$210pp    <input type="checkbox"/></p> <p>Degustation menus will be selected by our Head chef and will reflect the seasonal produce available at the time of your event. Please keep in mind that our degustation menus are a food and wine experience and timings will not easily allow for formalities such as speech brackets. Paired wines will include back vintage wines from both our Bendigo and Yarra Valley vineyards.</p> <p>Maximum numbers for our degustation offerings will be capped at 40 guests.</p> <p>Additional extras to enhance your experience:</p> <ul style="list-style-type: none"> <li>▪ Pre lunch/ dinner drinks and canapés of chef's selection, 30minutes \$20pp    <input type="checkbox"/></li> <li>▪ Cheese course \$15pp    <input type="checkbox"/></li> <li>▪ Petite fours \$8pp    <input type="checkbox"/></li> <li>▪ Our fabulous pastry chef in- house is happy to make any cake for your celebration start at \$15pp    <input type="checkbox"/></li> <li>▪ Cakeage for cakes brought onsite will be cut and served to your guests for an additional \$4 per person    <input type="checkbox"/></li> <li>▪ Wine tastings available in our cellar door for an additional \$5pp redeemable on purchase    <input type="checkbox"/></li> <li>▪ Purchases in the cellar door of dining groups will also receive a 10% discount.</li> <li>▪ Flower arrangements for guests tables.</li> </ul>



	<p>Beverages</p> <p>Black Label Beverage Package</p> <ul style="list-style-type: none"> <li>▪ Three hour beverage package priced at \$45.00 per person <input type="checkbox"/></li> <li>▪ Four hour beverage package priced at \$55.00 per person <input type="checkbox"/></li> </ul> <p>Estate Series Beverage Package</p> <ul style="list-style-type: none"> <li>▪ Three hour beverage package priced at \$55.00 per person <input type="checkbox"/></li> <li>▪ Four hour beverage package priced at \$65.00 per person <input type="checkbox"/></li> </ul> <p>Drinks on Consumption</p> <ul style="list-style-type: none"> <li>▪ Drinks charged to the master account <input type="checkbox"/></li> <li>▪ Drinks charged to the individual <input type="checkbox"/></li> </ul>
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Confirmation

I confirm that I have read and understand all the above information in relation to holding an event at Rae's Restaurant and would like to proceed with my booking. I also understand that if I require the room after midnight for dinner events or 4pm for lunch events a room hire fee of \$200.00 per hour or part thereof will be automatically added to my account, and is subject to the terms and conditions listed on page 4 of this pack. I understand a non-refundable deposit of \$300.00 for our dining room event applies and full pre payment of food and beverage package to be paid 7 days prior to your event with your final numbers.

Print name: \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Credit Card Details

...../...../...../..... Exp: ...../..... AMEX / VISA / MASTER CCV N0. ....

(All Credit Card payments incur a 2% surcharge)

Name on Card:

I ..... do hereby authorise Balgownie Estates Pty to charge the above credit card in the amount of \$300.00 for the Event of .....

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_

Signature of Name on Card \_\_\_\_\_ Date \_\_\_\_\_

I, ..... at the physical address and contact number as provided herein authorize for all final payments outstanding on my conference/event at Balgownie Estate Vineyard Resort & Spa, to be charged to the below credit card.

I agree that by signing this I act as guarantor for all liability for this account and any other costs incurred by me or my event is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part, or the full amount of these charges. I hereby authorize any outstanding charges identified after my departure to be debited to the below credit card in the event whereby payment has not been received prior to my departure.



*Balgownie Estate*  
VINEYARD RESORT & SPA  
YARRA VALLEY

1309 MELBA HIGHWAY,

YARRA GLEN

03 9730 0787

[EVENTS@BALGOWNIEESTATE.COM.AU](mailto:EVENTS@BALGOWNIEESTATE.COM.AU)

[WWW.BALGOWNIEESTATE.COM.AU](http://WWW.BALGOWNIEESTATE.COM.AU)