

THE EXSERVOS

C O R P O R A T E F U N C T I O N P A C K A G E S

A photograph of the exterior of The Ex-Servos building. The building is a modern, two-story structure with a dark grey facade and light-colored horizontal cladding on the upper level. A large window is visible on the left side. The entrance area features a dark canopy with the 'THE EX SERVOS' logo in white. A person is walking on the steps leading up to the entrance. The sky is clear and blue.

HOST YOUR NEXT
BUSINESS EVENT AT

THE EXSERVOS

Ideally located in the heart of Nowra, the Ex-Servos offers versatile spaces perfect for business meetings, conferences, and corporate events.

Our Heritage Room features, flexible room setups, in-house catering and a fully serviced bar, ideal for larger events. For more intimate meetings, our Board Room provides a modern, professional space suited to smaller groups.

Our dedicated Events Team is here to help tailor a package that fits your brand and your budget.

Contact our Events Team today on 4421 6422 to start planning your next corporate event.

E: function@exservos.com.au

HERITAGE ROOM

Located on the ground floor, the Heritage Room offers a private and professional setting ideal for corporate events. With its flexible layout, contemporary facilities and professional welcoming atmosphere, it's the perfect space for meetings, seminars, workshops and networking events.

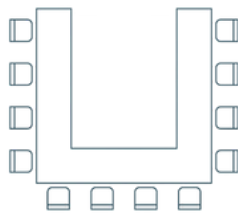
Rate: \$400



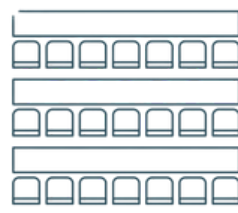
Capacity | Layouts



THEATRE STYLE
110PAX



U SHAPE STYLE
36PAX



CLASSROOM STYLE
42PAX



BOARDROOM
30PAX

Room Inclusions



Tables and chairs to your preference



Audio Visual - Bluetooth sound system, microphone, data projector, screen and HDMI



Whiteboard and flip chart



Water and mints on the tables



Complimentary Wi-Fi connection



Private amenities



Private outdoor balcony



BOARDROOM

Located on the first floor the Boardroom is ideal for smaller meetings and presentations. Our Board Room offers a professional and intimate space equipped with modern technology. Its modern setup and professional environment provide the focus and functionality needed to ensure your business event runs seamlessly.

Rate: \$300



Capacity | Layout



BOARDROOM
14PAX

Room Inclusions



Comfortable boardroom seating



Large 100 inch flat screen TV with HDMI connectivity



Water & mints on the table



Complimentary Wi-Fi connection



Private amenities



Webcam



DELEGATE PACKAGES

Full Day

Full Day Lunch

\$55.00 per person - Minimum 20 pax

Continuous Nespresso Coffee & Tea Station

Refreshed throughout the day with premium Nespresso coffee and a selection of assorted teas.

Morning Tea

Select any two items from our sweet and savory range.

Lunch

Freshly assorted sandwiches with a variety of classic fillings. Range of soft drink included with lunch.

Afternoon Tea

Select any two items from our sweet and savory range.

Full room inclusions

Half Day

Half Day Lunch

\$45.00 per person - Minimum 20 pax

Continuous Nespresso Coffee & Tea Station

Refreshed throughout the day with premium Nespresso coffee and a selection of assorted teas.

Morning Tea or Afternoon Tea

Select any two items from our sweet and savory range.

Lunch

Freshly assorted sandwiches with a variety of classic fillings. Range of soft drink included with lunch.

Full room inclusions

Full Day

Full Day w/ Buffet

\$68.00 per person - Minimum 20 pax

Continuous Nespresso Coffee & Tea Station

Refreshed throughout the day with premium Nespresso coffee and a selection of assorted teas.

Morning Tea

Select any two items from our sweet and savory range.

Buffet

Hot buffet lunch featuring a range of dishes, with the full selection available to view below. A range of soft drinks is included with lunch.

Afternoon Tea

Select any two items from our sweet and savory range.

Half Day

Half Day w/ Buffet

\$58.00 per person - Minimum 20 pax

Continuous Nespresso Coffee & Tea Station

Refreshed throughout the day with premium Nespresso coffee and a selection of assorted teas.

Morning Tea or Afternoon Tea

Select any two items from our sweet and savory range.

Buffet

Hot buffet lunch featuring a range of dishes, with the full selection available to view below. A range of soft drinks is included with lunch.

Full room inclusions

Buffet Inclusions

Fresh bread rolls, served with:

- Lasagna
- Tuscan Chicken Pieces
- Garden Salad
- Roast Potatoes
- Roast Pumpkin
- Steamed Vegetables

Optional Add-ons

Hot Finger Food Option

\$12.00 per person – Add a Selection of hot food

- Sausage Rolls
- Party Pies
- Spring Rolls
- Dim Sims

Antipasto Platter

\$90.00 - (Serves 10pax)

A selection of grilled marinated vegetables, mixed olives, feta cheese, cured meats, crackers, and grilled sourdough bread.

Cheese Platter

\$100.00 - (Serves 10pax)

A selection of cheeses served with dried fruit, nuts, and crackers.

Fresh Juice station on arrival

\$12.00 per person - (Minimum 30pax)

Have your guests get creative and make their own fresh juice!



FREQUENTLY ASKED QUESTIONS

WHAT'S THE EARLIEST BUMP IN TIME? The earliest bump-in time for your event is 8:00 AM. Please speak with the Events Team if you require access the day before

DO YOU HAVE ON SITE PARKING? The car park attached to the Ex-Servos has a strict 2-hour time limit and parking beyond this may result in a fine. For guests who require longer parking, a free all-day car park is located just across the highway from the Club. Guests can safely cross the road using the nearby traffic lights to access the venue. Please note that all parking is subject to availability.

CAN I BRING MY OWN CATERING? Shoalhaven Ex-Services Group is the sole caterer for all functions in the function room. No outside food is permitted other than birthday cake. Please speak to our functions team if you have any questions

CAN I BRING MY OWN ALCOHOL? We are a fully licensed venue and therefore do not allow BYO alcohol. All beverage options and selections are controlled by the club and subject to change. Pricing subject to change and availability.

WHAT IF ONE OF MY GUESTS HAS FOOD ALLERGIES? Please let our functions team know if any of your guests have food allergies or special dietary requirements. Our team of chef's are able to cater for your guest with special dietary requirements, however, please note that whilst all reasonable efforts are taken to accommodate guest dietary needs, we cannot guarantee that food is 100% allergen free as it is all prepared in the same kitchen that handles nuts, shellfish, gluten and eggs.

DO YOU HAVE WHEELCHAIR ACCESS? Our function room is wheelchair accessible including amenities.

WHAT IS YOUR CANCELLATION POLICY? Cancellations must be received in writing. Please note the following charges will apply: Deposit \$400.00 nonrefundable for the Heritage room and \$300.00 for the Boardroom. Final numbers and catering to be finalised two weeks before the event date. If guest numbers decrease within two weeks of the event full payment will still be charged. If a cancellation is made within the two months before the function date, no refund will be available however, we may be able transfer the deposit to another date.

DO YOU HAVE AUDIO AND VISUAL EQUIPMENT? Our function room's have large screens, Bluetooth, HDMI cables and lots more reach out to our friendly staff if you require something more specific.

SMOKE MACHINE OR SPARKLERS? This must be arranged by notifying the functions team prior to your event, a further \$3,000 charge will be applied if the function team are not notified in writing and the smoke alarm goes off

WHAT IF I HAVE A QUESTION THAT IS NOT ON THIS LIST? Please email our functions team at functions@exservos.com.au and we will assist you with any questions.