

JOURNAL

253 FLINDERS LANE, MELBOURNE 3000 PH: 9650 4399

Breaks

Basic break

\$5.⁰⁰ per person

Tea and coffee
Biscuit selection

Light break

\$8.⁰⁰ per person

Tea and coffee
Biscuit selection
Portuguese tarts and homemade muffins

Healthy breakfast

\$11.⁰⁰ per person

Tea and coffee
Cold pressed juice
Toasted muesli, berry compote & yoghurt

Deluxe

\$15.⁰⁰ per person

Tea and coffee
Mini ciabatta, bacon, rocket, tomato relish
Portuguese tarts and homemade muffins
Toasted muesli, berry compote & yoghurt
Fruit of the day, yoghurt & honey

Loose leaf tea & plunger coffee is also available (10 or less people) at no extra cost

Light lunch

please select two

\$8.⁰⁰ per person

Baguette *or* 4 point sandwich

- Ham, cheese & homemade mustard pickles
- Smoked chicken, cucumber & aioli
- Salami, rocket & tomato relish
- Free range egg & lettuce
- Roast scotch fillet, tomato, onion, Dijon mustard
- Classic salad
- Cuban sandwich
- B.L.T with aioli

Seasonal fruit platter

\$5.⁰⁰ per person

Cheese selection – *per person*

(30gms per person, served with quince paste, fruit toast)

Standard

\$8.⁰⁰ per person

Premium

\$12.⁰⁰ per person

Afternoon Tea – *per person*

Carrot cake

\$3.⁵⁰

Fresh fruit tart

\$5.⁰⁰

Tart of the day

\$6.⁰⁰

Scones & accompaniments

\$4.⁵⁰

Assorted pastries

\$4.⁰⁰

Beverage

Packages – *per person & available on premise only*

Our beverage packages include sparkling wine, still wine, beer & soft drinks

	2 hour event	3 hour event	4 hour event
Journal package	\$26.00	\$34.00	\$41.00
Canteen package	\$32.00	\$40.00	\$47.00

If you would like us to source any particular beverages for your event, please let us know and we will endeavor to source it for you.

Soft Drink – *per unit & available for off premise*

250ml

Sanpellegrino mineral water	\$3. ⁵⁰
Sanpellegrino soft drinks	\$3. ⁷⁰
Just Squeezed orange juice	\$3. ⁶⁰
Coca Cola/Diet Coke/Sprite	\$3. ⁸⁰

Tea & Coffee

Loose leaf tea & plunger coffee is also available for up to 10 people at no extra cost

Per person	\$3. ⁵⁰
Espresso coffee – <i>in house only</i>	\$3. ⁵⁰

Staff costs per hour

We will allocate the number of staff to ensure that your function runs efficiently, however staff may not be required for you event.

	Floorstaff	Supervisor	Chefs
Monday to Friday	\$20.00	\$25.00	\$25.00
Saturday & Sunday	\$25.00	\$30.00	\$30.00
Public Holidays	\$30.00	\$35.00	\$35.00

Linen and equipment hire

Linen napkins	\$0. ⁶⁰
Linen trestle table cloths	\$3. ⁶⁰
Cup, saucer, teaspoon	\$0. ⁹⁰
Water glasses	\$0. ⁷⁰
Wine & sparkling glasses	\$1. ⁵⁰
Water jugs	\$0. ⁰⁰

- These prices are charged when the items have been ordered separate to catering.
- Other items may also be available for hire, please feel free to ask if you have something particular in mind.

Conditions of hire equipment

- All items of equipment are subject to availability.
- Water jugs will only be made available if they are not in use elsewhere.
- The customer is responsible for hired goods. All damages or losses will incur a replacement cost to the customer.
- All Prices are for a period of one (1) hire/use. Rates for longer term hire can be negotiated at time of booking.
- The Journal Cafe shall not be liable for any damage or loss caused to any person, property, animal or things whatsoever, arising from the carriage, use or handling in any way of the goods hereby hired even though such loss may result from the negligence of the company, its carriers or agents and the customer will indemnify the company in respect of any claims for such loss or damage.

Minimum orders and availability

Certain items may:

- (a) require a minimum order
- (b) not be available at the time of your request
- (c) change without notice.

Orders and Cancellations

- Alterations or cancellations to any part of the order form may not be accepted within 3 business days of the event.
- If catering is altered or cancelled within 3 business days, the customer may be charged at our discretion.
- Catering may not be provided if the order is not placed 3 business days prior to the event.
- We have the right to refuse certain requests.

Payment & refunds – *certain events may encounter the following terms*

- A 10% deposit is required to secure the event. Until such time that the deposit has been paid, the booking will only be held in a tentative state.
- The balance of the invoice is to be paid in full 3 business days prior to the event.
- If the balance of the invoice is not paid 3 business days prior to the event, the event will be cancelled and the refund will not be issued.
- Bookings cancelled within 3 to 14 business days of the event will not receive a refund however the deposit can be transferred for use at another event.
- Full refunds will be given on bookings cancelled 14 days or more in advance.

GST

All prices are GST inclusive where applicable

