

# **IPSWICH SPECIAL SCHOOL**

ROOM HIRE / CATERING - ORDER FORM

PHONE: 3813 5777 FAX: 3813 5700

EMAIL: admin@ipswichspecs.eq.edu.au

Prices Effective 14/08/2018

PRIOR TO COMPLETING THIS FORM PLEASE EMAIL ADMIN TO

CHECK IF THE DAY YOU REQUIRE IS AVAILABLE

	CHECK IF THE DA	AT TOO KEQUIK	L IS AVAILABLE			
Requested booking date	/ /					
SESSION TIME	START > FINISH > (available times – 8:30am – 5:00pm Monday to Friday only)					
ORGANISATION						
CONTACT PERSON/s	NAME/s PHONE NUMBER/s FAX NUMBER/s EMAIL ADDRESS					
INVOICE SENT TO >	ORGANISATION ADDRESS POSTAL ADDRESS					
NUMBER ATTENDING						
CATERING REQUIRED	YES / NO	Numbers for Catering				
PRE-FUNCTION SETUP	TIME REQUIRED:					
MORNING TEA	TIME REQUIRED:					
LUNCH	TIME REQUIRED:					
AFTERNOON TEA	TIME REQUIRED:					
SPECIAL DIETARY REQUIREMENTS	GLUTEN FREI LACTOSE FREI VEGETARIAN OTHER	EE NUMBE	R			

Other Notes	Please encourage your participants to park in either our parking area 2 (G block and parking area 3 (E Block), or the off street parking on Milford, Brisbane and Limestone streets.  Please go to admin before your function to collect a swipe card to let your attendees in and out of the locked gates.				
Room Layout		Front			
	<b>A</b>				
		Front			
	В				
		Front			
	c				



## **IPSWICH SPECIAL SCHOOL**

### **CATERING MENU**

PHONE: 3813 5777 FAX: 3813 5700

EMAIL: admin@ipswichspecs.eq.edu.au

Prices Effective 14/08/2018

The catering for the Terracotta Room is provided by the students of Ipswich Special School. Costs are kept at a minimum. All catering must be provided through the school as part of the requirement of this program.

### \$1.50 per/head Juice as required with M/Tea or Lunch (1 glass per/person) ☐ AFTERNOON TEA - SELECTION MORNING TEA **Biscuits** \$2.50 per/head \$3.00 per/head Cake \$5.00 per/head Biscuits/Cake \$4.00 per/head Scones/Pikelets (with Jam, Cream & Butter) Muffins (Sweet or Savoury - 1 per/person) \$2.50 per/head Cake/Cheese Platter/Fruit Platter \$10.00 per/head **LUNCH SELECTION**

# □ Variety of Sandwiches (4 Triangles per/person 2 Slices Café Bread) \$5.50 per/person □ Quiche/Coleslaw/Beetroot/Pineapple/Tossed Salad With Dressing on Side and Dinner Roll \$12.00 per/person □ Lasagne/Coleslaw/Beetroot/Pineapple/Tossed Salad With Dressing on Side and Dinner Roll \$12.00 per/person □ Pizza/Coleslaw/Beetroot/Pineapple/Tossed Salad With Dressing on Side and Dinner Roll \$12.00 per/person

Ш	Pizza/Coleslaw/Beetroot/Pineapple/Tossed Salad With Dressing on Side and Dinner Roll	\$12.00 per/person	
	1/4 Chicken/Ham /Coleslaw/Beetroot/Pineapple/Tossed Salad With Dressing on Side and Dinner Roll	\$12.00 per/person	
	Fruit/Cheese Platter & Mixed Sandwiches	\$12.00 per/person	
	Cheese Platter (2 Cheeses/Dip/Carrot & Celery Sticks & Crackers)	\$25.00 per/platter	
	Cheese Ball & Crackers Platter	\$18.00 per/platter \$45.00 per/platter	
	Fruit Platter (Selection of Fruits in Season)		
	Turkish Bread (Chicken/Ham/Lettuce/Tomato/Egg)	\$7.00 per/person	