



**THE BALCONY RESTAURANT
HIGH TEA MENU**

\$40 per person

Sweet Selection

Mini Assorted Cheesecakes
Chocolate Dipped Strawberries
Mixed Mini Peach Blossoms & Lamingtons
Mini Eclairs

Savoury Selection

Assortment of Ribbon Sandwiches
Mini Spinach & Ricotta Pastries
Feta on Bruschetta Bites
Vegetarian Risotto

Drinks

Pot of Blooming Tea to share with a complimentary refill.
1 regular tea or coffee per person

Optional Add Ons :

Licensed Bar

Add on 1 x 200ml piccolo bubbles per person \$10
Add on 1 x cocktail special per person \$10
Additional drinks can be purchased from our fully licenced bar if required.

Cocktail Specials \$10 each

We offer High Tea Cocktail Specials
Watermelon Mojitos | Apple Martinis | Botanical Gin

Bubbles Bar \$250

Caters for up to 20 people
Each additional person over 20 is \$10 per head
Cost Includes:
Round Grass Green Wall w Bubbles Bar Signage & Festoon Lights
20 x 200ml piccolo bubbles bottles
Vintage look champagne coupes
Champagne Bucket & Ice

Lemonade Stand \$150

Caters for up to 20 people.
Each additional person over 20 is \$6 per head :
Cost Includes:
Round Grass Green Wall w Lemonade Stand Signage & Festoon Lights
2 x 5 litre Lemonade Dispensers w House Made lemonade :Original & Strawberry
Vintage Look Glasses

Please read attached information sheet so you are aware of our terms & conditions.



HIGH TEA at THE BALCONY

High Teas are available 7 days week. Bookings are essential. Please contact the restaurant directly for High Tea bookings 47712255 or balconylunchbox@gmail.com.

The Balcony Restaurant has two rooms available to host your High Tea :

The Magnolia Room & The Balcony Restaurant Room

We also offer a **High Tea to Your House service.**

NUMBER OF GUESTS

Minimum : We require a minimum of 4 paying adults. We are unable to cater for less than this 4 person minimum.

Magnolia Tea Room : 30 guests maximum

Balcony Restaurant Room : 75 guests maximum

CONFIRMATION OF NUMBERS

Weekend High Teas – Thursday prior by 10am

Weekday High Teas - 2 days prior by 10am

PAYMENT ***Important please read***

High Teas are specially catered events.

Food is ordered and prepared according to your confirmed numbers .

The number you confirm for at above mentioned time is what we charge on the day.

Cancellations after this time or no shows on the day will need to be paid for.

We strongly encourage you collect funds in advance if you are concerned about covering the cost of cancellations or no shows.

Please be clear about our payment policy so there are no misunderstandings at the time of your event. No discount offers apply to our High Tea Menu.

PAYMENT OPTIONS

We accept cash, credit card or bank direct deposit.

Bank Deposit : Bank Deposit payment is required in advance of your booking once your numbers are confirmed.

Account Number : BSB 633000 Account Number 137099669

Account Name : The Balcony Restaurant. Ref : Your name

We do not accept individual payments from guests to our bank account.

You must collect funds from your guests and deposit as 1 payment to our bank account.

Cash & Card : You can pay cash or card on the day.

Guests can pay individually on the day, however, no shows or cancellations will still need to be paid for as per above payment policy.

DIETARY REQUIREMENTS ***Important please read***

We can cater for gluten free, dairy free, vegetarian or vegan.

We require dietary requirements at time of final number confirmation ie on Wednesday prior for weekend or 2 days prior for weekday High Teas.

Please ask your guests to make you aware of any dietary requirements upon their rsvp.

NOTE : If your guests dietary requirements are not passed on to us in advance and we are required to make them a suitable meal on the day, additional charges will apply to cover our expenses.

PROVIDED IN COST :

Food & Beverage : Each guest receives in the package - one of each of the listed food & beverage items in above High Tea menu section, ie the 8 listed food items & the 2 listed beverage items, for each guest.

Table settings : Tablecloths, ceramic white side plates, serviettes, glass tea cups & glass saucers, glass blooming teapots, tiered High Tea stands with white ceramic plates and water glasses.

We can provide a clothed cake & gift table if required.

GREEN WALL

We have a green wall available for hire \$100 : 2.8m (w) x 1.8m (h)

We have a small green wall available for hire \$60 : 1.5m (d)

DECORATIONS

You are welcome to provide your own extra decorations if you would like.

We do not allow things to be adhered to our walls, hung from our light fittings or tied to our chairs.

We do not allow small scatters, exposed candles, confetti or anything that will stain our cloths.

Use of these items or damage from using these items will incur extra cleaning, replacement or repair costs.

AVAILABLE TIMES & GUEST NUMBERS & DURATION:

MAGNOLIA ROOM

OVER 20 PEOPLE

Exclusive Use : We offer exclusive use with no hire charge for over 20 people

Available : The room is available 7 days for over 20 people.

Time Slots : 9am till 11.30am or 12pm to 2.30pm

Booking Duration : 2.5 hours for between 20 and 30 people.

Number of People : The Magnolia Room can accommodate up to 30 people.

Please Note : Exclusive use of room means no other Balcony customers are seated in the Magnolia Room with you, however, The Magnolia Room is part of our building and some guests do use our back entrance to enter and exit. Other guests may also be seated on outside back balcony area at times. This outside area is a separate area to Magnolia Room, however, they will access it via the Magnolia Room.

Please note : If your numbers fall below 20 the room will be opened up for other customers if required or you can pay applicable hire charge for exclusive use for under 20 people if preferred.

UNDER 20 PEOPLE

Weekday: 9.30am to 11.30am or 12pm to 2pm

Weekends : 9.30am till 11.30am

Booking Duration between 4 & 20 people : 2 hours.

Shared Use : For under 20 people the space is shared with other customers.

Exclusive Use : We do not offer exclusive use of room for under 20 people.

If you wish to have exclusive of the room for under 20 people the following charges apply :between 4 and 8 people \$600 hire, between 8 and 12 people \$400 hire or between 12 and 20people \$200 hire.

AVAILABLE TIMES & GUEST NUMBERS & DURATION :

BALCONY ROOM

OVER 30 PEOPLE

Exclusive Use : We offer exclusive use with no hire charge for over 30 people.

Available : The room is available 7 days for over 30 people.

Time Slot : 2.30pm to 5pm

Booking Duration : 2.5 hours 30 people and above.

Number of People : The Balcony Room can accommodate up to 75 people.

Important please note :

If your numbers fall below 30 people for this exclusive use time slot the following charges apply :between 4 and 8 people \$600 hire, between 8 and 20people \$400 hire or between 20 and 30people \$200 hire. You are able to book during trading hours with shared use of space for more than 30 people from 11.30am to 2pm if preferred. We close at 2pm daily.

UNDER 20 PEOPLE

Weekdays : Available to book during trading hours from 8.30am.

Weekends : 11.30am to 1.30pm or 12pm to 2pm

Booking Duration between 4 & 20 people : 2 hours

Number of people :

The Balcony Room has inside or outside available subject to availability.

Inside we can accommodate a maximum of 55 guests.

Outside we can accommodate a maximum of 20 guests.

HIGH TEA TO YOUR HOUSE

Available : 7 days

Time : Our delivery times are between 10am and 2pm

Delivery & Pick Up :

We can deliver & return to pick up hire equipment for a **flat fee of \$30** to most Townsville suburbs. Please advice the suburb at the time of booking. If you live outside of our delivery zone we may not be able to deliver or the delivery/pick up fee may be more depending on where you live.

Collect : You are welcome to collect and return equipment yourself if you do not wish to pay the delivery & pick up fee.

Cost : \$35 per person : Food & Blooming Tea & Hire of Equipment

The cost includes all menu items listed with the exception of regular tea and coffee. This cost includes hire of all equipment listed in table settings provided with the exception of tablecloths & water glasses.

\$30 per person : Food Only (no tea/coffee , blooming tea or equipment)

The cost per person includes all menu items listed with the exception of regular tea or coffee and blooming tea. This cost includes food only.

If you require delivery (as per delivery conditions above) it is a flat fee of \$15. This is because we do not need to return to collect equipment.

The hire equipment remains the property of The Balcony Restaurant and any breakages or loss of equipment will need to be paid for.

THANK YOU & CONTACT US

Thank you for contacting us. If you have any further questions

or would like to book please call 47712255 or email balconylunchbox@gmail.com