



RYDGES

ARMIDALE

**CONFERENCE
&
EVENTS**

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/RYDGESARMIDALE

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31 MARSH STREET, ARMIDALE, NSW

LET'S MEET

Located in the picturesque New England region, the enviable location combined with high-quality facilities and service has positioned Rydges Armidale as Armidale's premier accommodation, conference and meetings venue.

The hotel location provides delegates with a pleasant, quiet and contained environment where they can focus on the task at hand to ensure productive outcomes and maximum use of time.

Our experienced Events Manager and dedicated team will ensure everything comes together seamlessly and that no detail is overlooked.

Everything you need for your event is onsite and close to hand. There really is a no better choice for your meeting or conference.

Kind Regards,

The Events Team



FACILITIES

Modern and well-equipped facilities will ensure your meeting or conference is a complete business success. These facilities are supported by our high-quality 4.5 star accommodation and associated services including a fully licenced onsite restaurant Azka, and catering team that provide Armidales finest cuisine.

Complimentary WiFi | Free car parking

Close to Armidale CBD and the New England Highway

Fully licensed bar and restaurant | Guest gym

Every meeting booked at Rydges Armidale includes complimentary setup, notepads and pens, a flip chart and a registration table. We'll also make sure that you and your clients stay refreshed throughout the day with iced water and mints.

The following requirements incur charges:

Chair covers \$5 each

Additional flipchart \$25 each



DUMARESQ ROOM

This versatile main function room boasts natural light and opens to a deck is ideal for meals or as a break out area.

Capacity

Theatre 120 | Cocktail 150 | Banquet 100 | Cabaret 80
Classroom 50 | U shape 35

Venue hire

\$500

*Room hire is for the periods of 8 am - 5.30 pm or 6 pm - 10.30pm

Inclusions

Free WiFi | Private bathrooms | Natural light | Air conditioned
In room speakers | Built-in data projector
Built in bar | Dimmable lights | Black out curtains |
Breakout space to deck area | Mobility impaired access and bathroom



BOARDROOM

The Boardroom features great natural lighting, large LCD screen for presentations and a lounge area for breakout space. The boardroom is perfect for small meetings, interviews or private dinners.

Capacity

Boardroom 18

Venue hire

\$300

*Room hire is for the periods of 8 am - 5.30 pm or 6 pm - 10.30 pm

Inclusions

5 metre boardroom table | Lounge sitting area | Free WiFi

Private bathrooms adjacent to room | Air conditioned

Dimmable lights | Wall mounted LCD screen



ASHA ROOM

The perfect intimate space for a meeting or dinner for up to 8 people.

Capacity

Boardroom 8

Venue hire

\$150

*Room hire is for the periods of 8 am – 5.30 pm or 6 pm – 10.30 pm

Inclusions

Free WiFi | LCD screen | Natural light

Break out space to tapas lounge | Mobility impaired access



AZKA RESTAURANT

The impressive Azka Restaurant featuring over 70 Moroccan lanterns can be booked as a private space for dinners or a large conference.

Capacity

Banquet 140 | Cocktail 180

Venue hire

\$2500

(subject to availability)

Inclusions

Free WiFi | Air conditioned

Private bathrooms adjacent to the restaurant

Breakout space to lounge or outdoor area

Room divider curtains for exclusivity

Mobility impaired access & bathroom



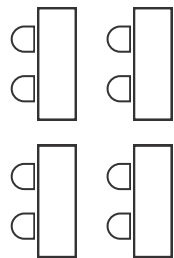
CONFERENCE & EVENT SPACES

Venue	Size m	Area m sq	Ceiling Height m sq	Theatre	Classroom	U-Shape	Boardroom	Cocktail	Cabaret	Banquet
Dumaresq Room	18 x 10	180	2.75	120	50	35	-	150	80	100
Boardroom	12 x 5	60	2.6	-	-	-	18	-	-	-
Asha Room	8 x 4	32	2.7	-	-	-	8	-	-	-
Azka Restaurant	16.4 x 15	246	2.9	-	-	-	-	180	-	140

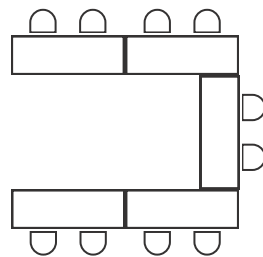
Theatre



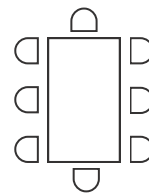
Classroom



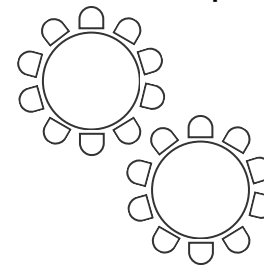
U-Shape



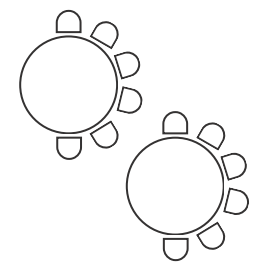
Boardroom



Banquet



Cabaret



FROM \$57PP

minimum 10 people

DELEGATE PACKAGES

All Day Workers Package

\$60.00 per person

Morning Tea - 2 options

Lunch (Choose lunch option 1, 2, 3)

Afternoon Tea- 1 OR 2 options

Continuous Tea, Coffee. Soft drinks and juice via Lunch only

Room hire and basic equipment provided

Deluxe Package

Full day | \$64 per person

Half day | \$57 per person

Meeting room hire -

from 8am - 5.30pm

AV equipment

Arrival tea and coffee

Morning tea with 2 break items

Lunch - Deluxe lunch

Afternoon tea with 1 break item

Signature Package

Full day | \$72 per person

Half day | \$61 per person

Meeting room hire -

from 8am - 5.30pm

AV equipment

Arrival tea and coffee

Morning tea with 2 break items

Lunch - Signature lunch

Afternoon tea with 1 break item



FROM \$4.50PP

minimum 10 people



DAY CATERING

Refreshments

Freshly brewed arrival tea & coffee \$4.50 per person

Continuous tea & coffee \$9.00 per person

Jugs of juice & soft drink \$4.00 per person

Morning or Afternoon Tea

\$4.50 per person choose one | \$9.00 per person choose two

Sweet

Freshly baked sweet muffins

House made scones with jam and cream

Carrot cake slice with cream cheese frosting

Chocolate brownie squares

Caramel Slice

Savoury

Sausage Rolls

Selection of Gourmet Mini Meat Pies

FROM \$27.00PP

minimum 10 people



DAY CATERING

Light Lunch Mix - Option 1

\$22.00 per person

Assorted sandwiches & tortilla wraps equal to 1 round per person
Vegetable Frittata
Fresh fruit Platter
Served with Juice Jugs and Water

Cold Lunch Buffet Mix - Option 2

\$27.00 per person

Three different salads (chef's choice)
Roast chicken pieces
Cold meat platter
Bread rolls
Condiments
Served with jugs of juice and water

Lunch Mix - Option 3

\$29.00 per person

Assorted sandwiches & wraps equal to 1 round per person.
Variety Platter of hot finger food
Served with jugs of juice and water

Deluxe

FROM \$32.00PP

minimum 10 people

SIT DOWN LUNCH

A selection of two dishes served set or alternate

Chicken Caesar Salad gfo, df, vo

Warm Thai Beef Salad gfo, df

Roast Pumpkin charred Mediterranean mixed grain salad v, df, gf

Battered Fish, Salad and fries df

Steak, Salad and fries dfo, gfo

Pea and Mushroom Risotto, shaved parmesan v

Grilled Chicken club sandwich with cranberry sauce and fries

Vegetarian Curry, Fragrant rice gf, dfo, v

Ginger and soy Beef Stir fry with rice noodles df

Chicken schnitzel salad and fries

Lasagne and salad

add jugs of juice or soft drink \$2.50 per person



BUFFET LUNCH

Signature

FROM \$45.00PP

minimum 10 people

Sides

Choice of 2 - add \$4.50 per person for 3 choices

Greek Style Salad, roasted capsicum, tomato, feta, cucumber gf, v
Seasonal Garden Salad gf, v, df
Potato Salad with crisp bacon and chives gf, vo
Roasted Pumpkin, cous cous and baby spinach salad df, v
Caesar salad
Roasted Root Vegetables
Garlic breads
Hot Steamed Vegetables

Hot Dishes

Choice of 2 - add \$7.50 per person for 3 choices

Vegetarian Curry and fragrant rice GF V
Spaghetti Bolognese DF
Bacon and mushroom penne pasta VO
Potato bake V
Beef Bourguignon DF GF
Sweet and sour pork and fried rice DF
Chicken and veg stir-fry. DF VO
Curried sausages and mash GF DFO

Desserts

Choice of 1 - add \$3.50 per person for 2 choices

Fresh fruit platter
Assorted sweet slices
Passion fruit cheesecake
Mini pavlova's, whipped cream, berry coulis
Citrus tarts
Vanilla pannacotta, Chantilly cream, grated chocolate



CANAPÉ MENU

FROM \$11.50PP

minimum 25 people

PRE-DINNER	3 pieces per person	\$11.50	(Chef's selection)
1/2 HOUR	5 pieces per person	\$19.50	(Max 3 selections)
1 HOUR	8 pieces per person	\$26.50	(Max 4 selections)
1 1/2 HOURS	11 pieces per person	\$35.50	(Max 5 selections)
2 HOURS	14 pieces per person	\$42.50	(Max 5 selections)

\$5.50 per person per additional canapé

Cold Selection

Smoked salmon blinis, dill crème fraiche

Chicken skewer, mango, chilli & lime salsa *gf*

Mini tartlets of caramelised onion and blue cheese, crispy pancetta *gf*

Nam jhim Marinated beef and vegetable rice paper roll *gf*

Caprese skewers, red wine syrup *gf*

Prosciutto wrapped melon and basil *gf*

Hot Selection

Mini beef and bacon mignons *gf*

Pumpkin spinach and pinenut arancini, Caramelised onion relish *v*

Spicy lamb kofta meatballs, minted yoghurt dressing *gf*

Thai chicken skewers, sweet chilli dipping sauce *gf*

Hot Selection (cont)

Shredded pork and potato croquettes, romesco sauce

Twice roasted pork belly *gf, df*

Spicy Thai prawn and fish cakes, nuoc cham *df*

Falafel, grilled capsicum tzatziki yoghurt *v, vegan opt*

Desserts

Petite chocolate brownie, chocolate ganache *gf on request*

Mini lemon and lime curd tartlets *gf*

Rich chocolate mousse shots *gf*

White chocolate & honey cheesecake cups *gf*

Chocolate and praline profiteroles



BASIC BUFFET STYLE

4 options per person - \$ 38.00

1 salad, 2 hots, 1 dessert

5 options per person - \$44.00

2 salads, 2 hots, 1 dessert

6 options per person - \$58.00

2 salads, 2 hots, 2 desserts

Buffet includes dinner rolls and matching accompaniments accordingly

Salad Options

Greek salad
Mixed leaf salad
Potato salad
Pasta salad
Nicoise salad
Mediterranean cous cous salad
Roast pumpkin, spinach and pine nut,
honey mustard dressing

Hot Options

Beef stroganoff
Fried rice
Bolognese
Sweet and sour pork/chicken
Ratatouille
Curry of the day
Roast chicken pieces
Cottage pie
Pasta bake
Soup of the day
Beef and red wine stew, mash potato
Bacon and mushroom penne

Desserts

Fresh fruit salad
Mini pavlovas, chantilly cream and berries
Sticky date pudding
Chocolate brownie
New York baked cheesecake

FROM \$38.00PP

minimum 25 people



COCKTAIL PLATTERS

FROM \$65.00PP

Platters cater for 12 - 14 people

Hot Asian Style Mixed Platter

\$90.00

Mini beef dim sims, vegetarian spring rolls, vegetable samosas, vegetable money bags, vegetable gyoza, served with sticky soy and sweet chilli dipping sauces

Dairy free on request, vegetarian on request

Sandwich & Wrap Platter

\$65.00

Selection of meat and vegetarian options

Cheese Platter

\$90.00

Assorted selection of local cheese, with crostini, water crackers, fresh and dried fruits, and assorted condiments

Gluten free on request

Slider Platter

\$90.00

Chef's selection of sliders

Dietary options on request



COCKTAIL PLATTERS (cont)

Antipasto Platter

\$95.00

Marinated olives, feta, semi-dried tomatoes, roasted capsicum, eggplant and zucchini salad, cheddar cheese, sliced salami, crostini.

Hot Meat Platter

\$95.00

Mini chicken skewers, lamb kofta with Napoli sauce, chicken karaage, sticky pork belly bites
gf

Hot Seafood Platter

\$120.00

Fish goujons, Thai spiced fish cakes, salt and pepper calamari, panko crusted prawn cutlets and tempura battered tiger prawns.

Old Faves Platter

\$95.00

Pies, sausage rolls, home-made pizza squares, popcorn cauliflower, vegetable arancini balls.



DINNER MENU

Set Menu Alternate Drop

1 - Main drop - \$40.00

2 - Course - \$55.00

3 - Course - \$70.00

Starters

Soy and miso chicken rice noodle salad

Prosciutto bruschetta bites, red wine syrup

Truffle mushroom arancini, lemon thyme aioli

Lamb koftas, minted yoghurt crunchy salad

Crab cakes, Asian salad, coriander ginger and lime dressing

Roasted beet and goats cheese salad, walnuts and balsamic

Pork and leek potato croquette, roasted onion and garlic cream sauce

Baked gnocchi, roast pumpkin, spinach and pinenut red wine glaze

Mains

Eye fillet, roasted potatoes, baby carrots, beef jus

Bone in chicken breast supreme, broccolini, gratin, French onion cream

Braised pork belly, pumpkin and miso puree, sugar snaps, jus gras

Mains (cont)

Pan seared reef fish, fish cream, mixed greens, pickled radish

Lamb shank, herb polenta, glazed carrots

Flash roasted puttanesca with spaghetti and herbs

Roasted vegetable stack with fresh basil and sugo napoli

Potato gnocchi with burnt butter and sage

Desserts

Sticky date pudding, butterscotch, fresh strawberries, vanilla ice cream

Eton mess, mascarpone, fresh berries, meringue

Apple and rhubarb crumble, vanilla bean anglaise

Chocolate brownie, berry compote, Ice cream

White chocolate pannacotta, raspberry gel, chocolate soil

Dark chocolate tart, macadamia praline, stabilised mascarpone, blackberries.

FROM \$40.00PP

minimum 10 people



BEVERAGES

Packages

\$32 per person | 1 hour

\$44 per person | 2 hours

\$60 per person | 3 hours

\$72 per person | 4 hours

Unlimited service of house beverages:

Wine - Sparkling, White Wine, Red Wine

Beer - A selection of standard beers (local, imported & light)

Soft drinks & juices

Cash Bar

Speak to our team if you would like a cash bar for guests to purchase drinks at their leisure.

On Consumption

Arrange a tab limit with our events coordinator to cover the duration of your event.



ACCOMMODATION

Rydges Armidale is a 56 room property, accommodating up to 162 people in single, double or triple share and exclusive accommodation rates are available for meetings, conferences and special events.

10% Discount on accommodation rates when booking an event here with us at Rydges Armidale

T&C - Minimum 15 rooms for discount to apply.

Rooms

39 x Superior Queen Rooms | Sleeps 4

4 x Family Suites | Sleeps 6

4 x Kitchen Suites | Sleeps 6

3 x Executive King Suites | Sleeps 4

3 x Executive King Spa Suites | Sleeps 4

3 Bedroom Cottage | Sleeps 8

Located adjacent to the hotel, The Cottage offers excellent group accommodation with 3 bedroom self-contained options.

Note: an Easy Access Room is available.

Room facilities

Reverse cycle air-conditioning | Desk area | Refrigerator & mini bar
Digital TV | Free WiFi | Room service



TERMS & CONDITIONS

An estimated number of attendees must be given at the time the booking is made. A guaranteed minimum number of guests attending the function is required no later than fourteen working days prior to the first day of the event. This will then be regarded as the minimum number of persons for catering purposes and will also become the minimum charged to your Function Account. Any changes to this number after this date will incur a fee.

CONFIRMATION

Confirmation of booking is by written acceptance by management, as set out in the Function/Conference Booking Form, assigned and accepted by your organizer.

FINAL ATTENDANCE

A guaranteed number of guests attending the function/ conference are required 14 days prior. Charges will be rendered accordingly.

FINAL INFORMATION

All information such as the proposed timetable, room set-up, special menus and miscellaneous equipment must be forwarded no later than 7 days before the event.

FUNCTION CHARGES

All function costing is current at the time of quotation and subject to revision prior to acceptance of the Function / Conference Booking Form.

CONSUMPTION

No food or beverage of any kind will be permitted to be brought into the Function / Conference Centre for consumption.

FUNCTION SURCHARGE

A surcharge of \$4.00 per person is applicable on Public Holidays, and \$2.00 per person on Sundays. Any event continuing past the hour of midnight shall incur a surcharge of \$140.00 per hour or part thereof.

LIABILITY

If the management of Rydges Armidale has reason to believe that the function will affect the smooth running of the business, its security or reputation, it reserves the right to cancel the function without liability.

BASIS OF AGREEMENT

The performance of this agreement is contingent on the ability of Rydges Armidale.

DEPOSIT

A minimum of \$400 or 25% (whichever the greater) of the estimated cost is required upon your confirmation of a booking.

CANCELLATION

In the event of a function/conference being cancelled following confirmation, the organizer shall upon request of management forward the following cancellation fee as applicable. Cancellation charges prior to the event date will be applied as detailed below:

Up to 21 days prior to the event date: 100% refund

21 to 14 days prior to the event date: 50% deposit

back 14 days or less prior to the event date: Non-refundable, full fees apply.

PAYMENT

Balance of account to be paid in full within 14 days of function unless prior arrangements have been made with management. A late payment surcharge of 2.5% (two and a half percent) per month, or part thereof; is applicable on all late payments.

RESPONSIBILITY

Organizers are financially responsible for any damage sustained to The Rydges Armidale Property by the organizer, guests, invitees, or persons attending the event, prior to, during or after the event. Confetti etc. will incur an additional cleaning fee.

INSURANCE

The Rydges Armidale will take all necessary care but accepts no responsibility for damage or loss of merchandise left on premises prior to, during or after the event. Organizers should arrange their own insurance.

CREDIT CARD GUARANTEE

Along with the deposit, a signed copy of our terms and conditions/ agreement, and a credit card guarantee will also be required to confirm the booking. Should there be any damage incurred, excessive cleaning or deviation from the agreed terms and conditions, then additional fees may be charged.

SOCIAL MEDIA

By signing the agreement, the client gives consent for Rydges Armidale and TARHF PTY LTD Mandala Hospitality group to distribute any photos from the event for social media advertising and marketing purposes.

Please read these terms and conditions carefully. If you do not understand any of the terms and conditions or have any questions, please discuss them with our function manager. In paying the booking deposit these terms and conditions are binding upon the client.



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REFRESHINGLY LOCAL

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