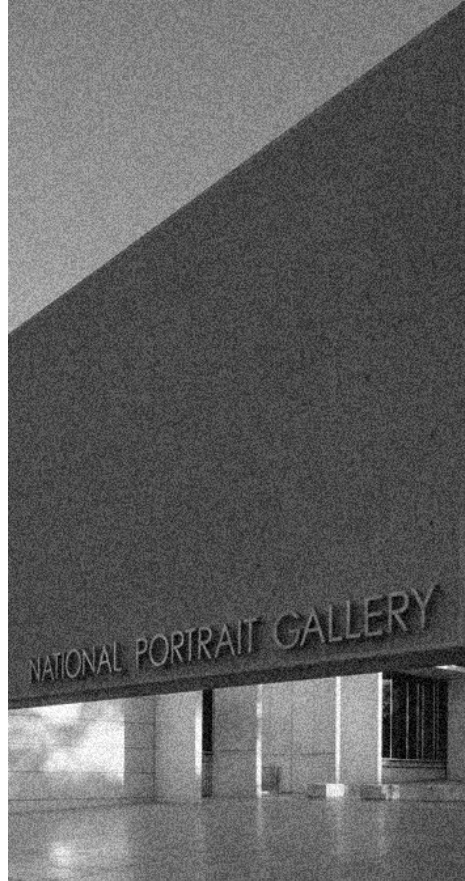


NATIONAL PORTRAIT GALLERY X THE FRESH COLLECTIVE

WEDDING KIT

Packages

THE FRESH
COLLECTIVE



WEDDING

VENUE HIRE

The National Portrait Gallery offers four unique spaces, where guests can enjoy an elegant and sophisticated event surrounded by some of the Country's most renowned portraiture. Housed in one of Canberra's most celebrated buildings, this venue is home to an array of history and culture.

WEDDINGS AT THE GALLERY

Celebrate your wedding at one of Canberra's most renowned buildings. The National Portrait Gallery features two unique reception areas to host weddings for up to 500 guests, with exceptional hospitality by The Fresh Collective to match. This celebrated venue in the heart of Canberra is perfectly complemented by the high quality produce, experienced chefs and professional event staff Fresh provide.

As specialists in wedding catering, Fresh provides an array of menus that can be tailored for any style of wedding from a classic wedding lunch, a grand banquet dinner with grazing tables, a cocktail event or shared style feast. Menus change with the seasons and can be tailored to any style of wedding theme.

The Gordon Darling Hall

Located in the main entrance foyer of the National Portrait Gallery. This architecturally striking space will leave you and your guests in awe of the high ceilings, timber accents and abundance of natural light. From a cocktail style reception for up to 500 guests to seated dinners for 250, the Gordon Darling Hall is a grand, flexible event location. Included in this space is exclusive use of the gallery's front forecourt, perfect for guests to enjoy pre-dinner drinks or canapes.

The Terrace Room

With remarkable views overlooking the Parliamentary Triangle, the Terrace Room is a versatile indoor and outdoor space. Flowing on to a heated outdoor terrace, the space perfectly accommodates sit down dinners for up to 200 guests or cocktail style for 400.



FLOORPLANS, SEATING, VENUE HIRE

Theatre style

Theatre style seating is considered the best way to maximise space, but does not lend itself to note taking or group interaction. It is ideal for events that feature staged entertainment or speakers.



Boardroom style

Boardroom style seating is applicable to groups that generally gather around one large table in this style.



U-shaped

This style of seating consists of tables in a u-shape. Attendees are seated around the shape facing each other, but there is a space between the tables that can be used for presentations.



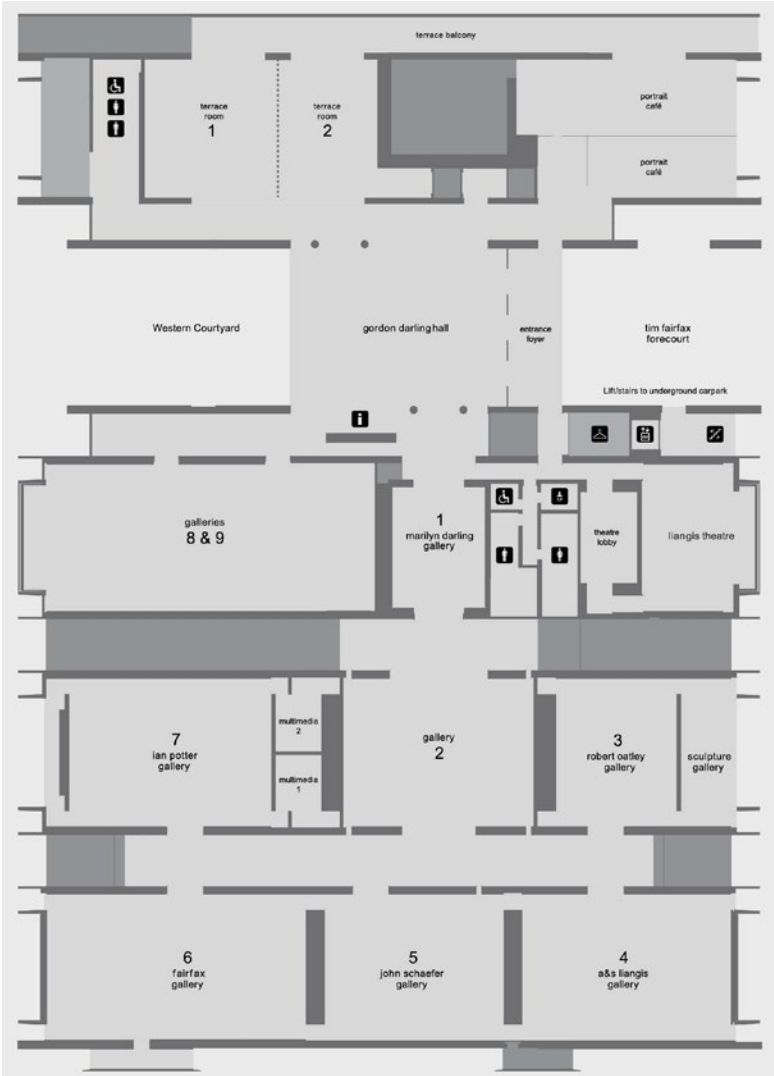
Round/long

Seating style almost always used at functions that include food.



	Gordon Darling Hall	Terrace Rooms 1 & 2	Terrace Room 1	Terrace Room 2	Liangis Theatre
area	443m ²	284m ²	146m ²	138m ²	130m ²
rates					
Full weekday (8.00am – 5.00pm)	–	\$1100	\$800	\$800	\$1000
Half weekday (8.00am – 12.00midday / 6.00am – 10.00am / 11.00am – 3.00pm / 1.00pm – 5.00pm)	–	\$850	\$550	\$550	\$150 per hr
Weekend (10.00am – 5.00pm)	–	\$1100	\$800	\$800	\$1000
Monday – Thursday evening (6.30pm – 11.30pm)	\$3000	\$1700	–	–	\$1700
Friday – Sunday evening (6.30pm – 11.30pm)	\$4500	\$2000	–	–	\$2000
seating capacities					
Theatre	up to 280	upto 150	up to 80	up to 50	up to 110
Cocktail	up to 500	up to200	up to 100	upto 80	
Round tables	up to 220	up to 170	up to 90	upto 60	
Long tables	up to 180	up to 162	up to 72	up to 54	
Cabaret	up to 176	up to 136	up to 72	upto 48	
U-shaped	–	upto 63	upto 33	upto 21	

Seating capacities are based on allowance for lectern only. The Western Courtyard and Tim Fairfax Forecourt are available after 5.00pm when the Gordon Darling Hall or Terrace Room is hired. Private viewings of up to 500 people are available from \$1,000.



DINNER PRICING

DINNER MENU

Dinner Deluxe	165.0
3 canapés per person on arrival	
3 course alternate deluxe dinner menu	
Premium beverage selection	
5 hour duration	
Dinner Superior	180.0
3 canapés per person on arrival	
3 course alternate deluxe dinner menu	
Premium beverage selection	
5 hour duration	
Dinner By Matt Moran	220.0
3 canapés per person on arrival	
3 course alternate deluxe dinner menu	
Deluxe beverage selection	
5 hour duration	

ADDITIONALS

Additional canapé (per item)	5.0
Bit and a bite or slider (per item)	8.0
Gourmet plate / bowl (per item)	14.0
Dessert canapé (per item)	5.0
Alternate entree, main, dessert (per course)	4.0
Side (per dish)	7.0
Espresso coffee upgrade	price on request
Children's meals 12 and under	50 for two courses
Teenager's meals 18 and under	less 20 from package
Crew meals	35 for main course
Cocktails from per glass	16.0
Champagne from per glass	25.0
Deluxe beverage upgrade	price on request
Superior beverage upgrade	price on request

INCLUSIONS

Selection of three arrival canapes per person
Alternate three course menu
Sourdough rolls and butter
Freshly brewed coffee & tea selection
Petit fours with coffee
Your wedding cake cut and served
Catering equipment including quality china, silverware, glassware & linen
Service of food and beverage
Complimentary wedding tasting
Professional event management

Prices exclude gst
Minimum 80 guests
Sunday surcharge 10%. Public holiday surcharge 20%

COCKTAIL PRICING

COCKTAIL RECEPTION

Cocktail Menu	150.0
8 cold and hot canapés	
2 gourmet plates / bowls	
1 dessert canapé	
Deluxe beverage selection	
5 hour duration	

MATT MORAN COCKTAIL PRICING

A little more by Matt Moran	125.0
8 cold and hot canapés, 2 bite and bit canapés	
Premium beverage package	
3 hour duration	
Stand up dinner by Matt Moran	170.0
6 cold and hot canapés, 2 bit and bit or sliders	
2 gourmet bowl/plate, 1 dessert canapé	
Premium beverage package	
4 hour duration	

UPGRADES AND ADD ONS

Additional canapé	4.5
Bit and a bite or slider	6.0
Gourmet plate / bowl from	14.0
Dessert canapé	5.0
Arrival cocktail from	15.0
Arrival glass of French Champagne	25.0
Espresso coffee upgrade	price on request
Deluxe beverage upgrade	price on request
Superior beverage upgrade	price on request

INCLUSIONS

Freshly brewed coffee & tea selection
Your wedding cake cut and served
Catering equipment including quality china, glassware & linen
Service of food and beverage
Professional event management

GRAZING TABLES

Only available in conjunction with cocktail party package Minimum 100 guests	
The oyster bar	16.0
Glazed ham table	16.0
Cheese table	16.0
Charcuterie and cheese table	25.0

LIVE ACTION STATIONS

Only available in conjunction with cocktail party package Minimum 100 guests (restrictions may apply)	
Paelleria	24.0
Suadero tacos	24.0
Yum cha	26.0
Seafood raw bar	35.0

Prices exclude gst
Minimum 80 guests
Sunday surcharge 10%. Public holiday surcharge 20%



DELUXE DINNER MENUS

ENTRÉE

Crispy duck confit tart, charred apple, celeriac, hazelnut quinoa
 Dashi-poached chicken, spiced eggplant, sesame soba noodles
 Hiramasa kingfish, desert lime cream, quandong and kohlrabi **gf**
 Burrata, olive crackling and heirloom vegetable escabeche **v gf**
 Miso cured salmon, sesame slaw, soy washed kohlrabi **gf**
 Seared scallops on baked eggplant, tomato relish and
 taramasalata **gf**
 63 degree organic egg, soft polenta, asian fungi, burnt leek
 dressing **v gf**
 Ahi tuna, peppermint gum, pulse salad, avocado creme **gf**

MAIN

Sous vide Bangalow pork, quince, lentils and celeriac **gf df**
 Saltbush lamb, sarladaise potato and mustard cream **gf**
 Hunter Valley beef, smoked dutch cremes, forest berry jus,
 local shiitakes **gf**
 Angus tenderloin, carrot ginger puree, brussels sprouts
 and gruyere gratin potato **gf**
 Bannockburn chicken, medjool dates, nasturtium, butternut **gf df**
 Slow braised wagyu, wattleseed onion bhaji, turmeric corn
 Cape York barramundi, bonito ketchup, chips, leek ash **gf**
 Palmer's Island mullocky, miso potato gratin, horseradish
 cream, umeboshi **gf**

v = vegetarian vgn = vegan gf = gluten free df = dairy free
Prices exclude gst

DESSERT

Bitter chocolate delice, salt caramel custard, lemon thyme **gf**
 Crème catalan, stewed season's fruits, fig and liquorice **gf**
 Raspberry and lavender brulee tart, honeycomb rice **gf**
 Orange saffron curd tart, crispy caramel lace, soft chocolate
 Lemon myrtle cheesecake, burnt butter cream,
 hibiscus compote **v gf**
 Rum roasted apple, macadamia crumble, soured cream,
 rosemary candy
 Peppermint gum pavlova, white chocolate, riberry,
 buttermilk ice cream **gf**
 Selection of NSW award winning cheeses, quince paste,
 muscatels, lavoche and crackers

IN ADDITION

Sourdough bread and butter
 100% Arabica coffee and T2 selection
 Petit fours

SIDES

Additional 7.0 per side per person

Rocket and parmesan salad with balsamic dressing **v gf**
 Heirloom tomato and cherry bocconcini salad with red wine
 dressing **v gf**
 Crispy rosemary chat potatoes with herb sea salt **v vgn gf df**
 Steamed green beans with garlic butter and almonds **v gf**
 Paris potato puree and truffle oil **v gf**
 Roasted heirloom carrot with honey and thyme **v vgn gf df**
 Buttered brussels sprouts **v gf**



SUPERIOR DINNER MENUS

ENTRÉE

Bendele duck, mountain pepper, popped pulses, native plum **df**
 Myee Farm quail, garden herbs, green chermoula, heirloom jam **gf**
 Jervis Bay scallops, beach succulents, finger lime, onion crème **gf**
 Butternut pumpkin gnocchi, seafood bisque, chard crisps
 Hiramasa kingfish, soba noodle salad, white soy and kombu **gf df**
 Confit organic egg, soft polenta, parmesan crumble, truffle salsa **v gf**
 Duo of spencer gulf prawn and ocean trout, green apple, pickled fennel **gf**

MAIN

Bannockburn chicken, miso corn, nasturtium, potato paper **gf**
 Wagyu rump cap, onion ash, kohlrabi, mustard butter **gf**
 Breast and pithivier of organic chicken, swiss browns, oxalis
 Duck breast, fennel flower, cauliflower puree, black olive **gf**
 Hunter Valley angus beef, baby cos, truffled gratin potato, tomato jam **gf**
 Hapuka, grilled local prawn, miso shiitakes, kombu dashi, sea herbs **gf**
 Petuna ocean trout, kelp butter, crustacean essence, radish **gf**
 Cowra lamb, roast cauliflower, eggplant, pomegranate **gf**

DESSERT

Silken rice, matcha cheesecake, coconut meringue **gf**
 Ginger crème caramel, macadamia brittle **gf**
 Whipped chocolate, cocoa nib wafer, manuka honey **gf**
 Sheep's milk sorbet, roast rhubarb, lemon aspen curd, fennel pollen
 White chocolate bavarois, strawberries, native pepperberry, hibiscus syrup
 Selection of NSW award winning cheeses, quince paste, muscatels, lavoche and crackers

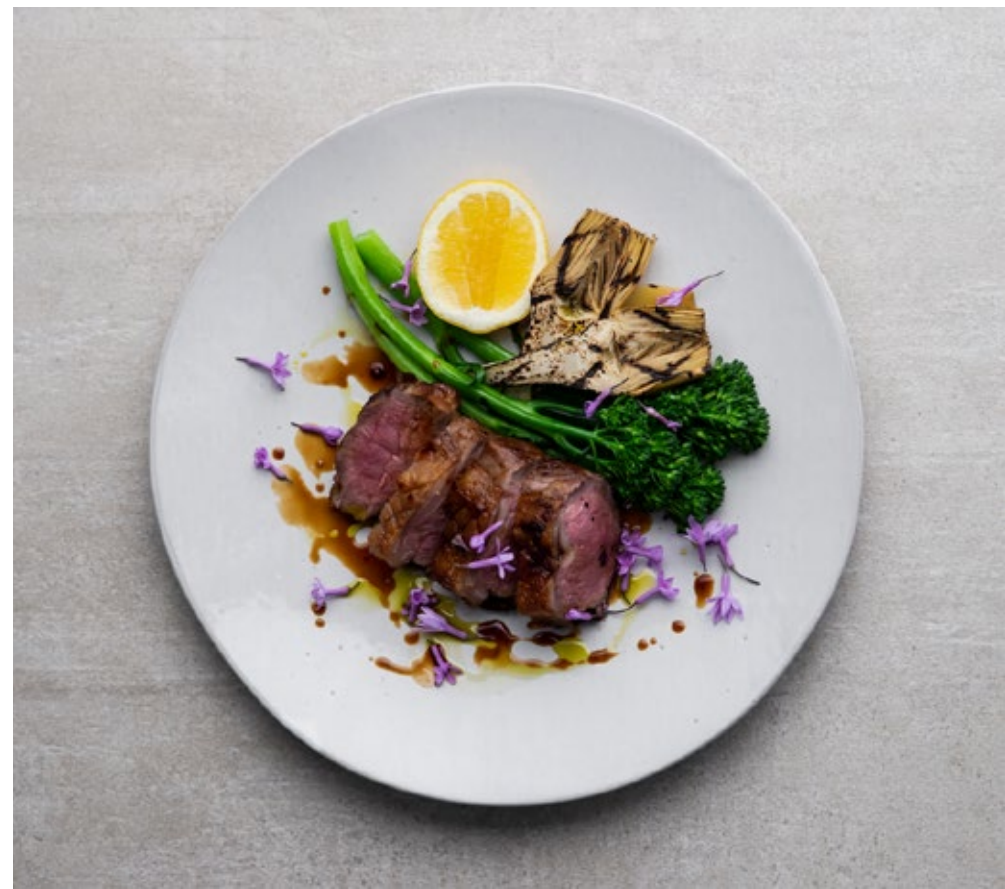
IN ADDITION

Sourdough bread and butter
 100% Arabica coffee and T2 selection
 Petit fours

SIDES

Additional 7.0 per side per person

Rocket and parmesan salad with balsamic dressing **v gf**
 Heirloom tomato and cherry bocconcini salad with red wine dressing **v gf**
 Crispy rosemary chat potatoes with herb sea salt **v vgn gf df**
 Steamed green beans with garlic butter and almonds **v gf**
 Paris potato puree and truffle oil **v gf**
 Roasted heirloom carrot with honey and thyme **v vgn gf df**
 Buttered brussels sprouts **v gf**



DINNER MENUS

by Matt Moran

Matt works with The Fresh Collective to deliver exceptional event experiences and signature menus. Both Fresh and Matt value local, responsibly farmed produce which is reflected in their seasonal menus. Matt is a true fourth generation farmer. With a rural upbringing on a classic Aussie dairy farm, his family still runs the property in the Central Tablelands of NSW, which supplies beef and lamb to local restaurant 'Compa' in Canberra.

He was the pioneer of 'paddock to plate' philosophy in Australia and believes in the importance of everyone understanding the origins of the food being served on their plate. Matt has developed menus for events at the Gallery.

As these menus use seasonal ingredients they change regularly so the menus below are sample menus only. Matt can also create a bespoke menus for special events at The Portrait Gallery.

COLD CANAPÉS

Tofu & cashew rice paper roll, ginger lime dressing **vgn gf**
 Pecora goats curd & pumpkin jam cone **v**
 Sydney rock oyster, Tasmanian pepper berry mignonette **gf df**
 Homemade taramasalata, sebago crisps **gf**
 Prawn cocktail sandwich, Marie rose **df**
 Spicy yellowfin tuna tartare, crispy rice **gf df**
 Pasture fed beef tartare, brioche, tabasco, chive
 Honeydew melon, serrano, mint **gf df**

ENTRÉE

Stracciatella, roasted capsicum, salted lemon & oregano **df v**
 Pecora goats curd, beetroot, rhubarb, sorrel **df**
 Confit ocean trout, horseradish crème fraîche, finger lime **gf**
 Seared scallops, sweetcorn & samphire **gf**
 Cured duck, heirloom carrots, native citrus & smoked almond
 Seared beef carpaccio, rocket gremolata, Reggiano **gf, df**

MAIN

Slow roasted pumpkin, macadamia, toasted seeds, soft herbs **v**
 Pan roasted snapper fillet, sweet peas, bronze fennel **gf df**
 Master stock chicken, bok choy, shiso, puffed wild rice **df**
 Roasted lamb loin, globe artichoke, brassica, society garlic **gf df**
 Seared ocean trout, lemon butter, salmon roe & fennel **gf**
 Seared beef fillet, fondant kipfler, broccolini, marrow jus **gf nf**

SIDE

Creamed royal blue potatoes, burnt butter **gf v**
 Roasted heirloom carrots, blue mountains honey **gf v**
 Slow roasted carrots, sage, pine nuts **gf v**
 Seasonal green vegetables, lemon oil **v gf**
 Garden leaf salad, chardonnay vinaigrette **v gf**

DESSERT

Valrhona chocolate Smore's tart **v**
 Lemon & almond syrup cake, verbena cream **v**
 Passionfruit & Pineapple pavlova **gf v**
 Wattle seed cheesecake, honey, sour cherry **v**
 Treacle tart, seasonal berry mascarpone
 Selection of Australian and international cheeses, condiments



HOT AND COLD CANAPÉS

COLD CANAPÉS

Smoked huon salmon on brioche toast, tomato, coriander salsa
 Crab and mango rice paper rolls, nahm jim **gf** *

Cured huon salmon on pea blinis with keta crème fraîche
 Ginger shrimp rice paper rolls, tamarind sauce **gf df**

Mini lobster and spring pea frittata, smoked crème fraîche **gf ****

Prawn cocktail Harry's bar sandwich **

Asparagus tips in bresaola, crostini, light truffle mayonnaise
 Chermoula rubbed lamb fillet, pumpkin hummus on crostini
 Pear, snow pea and goat's cheese wrapped in pata negra **gf** *

Peking duck pancakes with hoisin sauce and scallion Shredded
 duck betel leaf roll with nuoc cham and peanuts **gf df**

Harry's bar chicken, celery and walnut sandwich
 Artichoke, truffle and parmesan tart **v gf**

Emmenthal profiterole, truffled mushroom and chive cream **v**
 Goat's cheese and confit tomato on oat cookie, salsa verde **v**
 Roasted wild mushrooms and truffle cream puff tart
 Beetroot and goat's cheese cigar, poppy seed dressing **v**
 Truffled artichoke, holy goat's cheese cornet, olive crumbs **v ****

Vegetarian rice paper rolls, nahm jim **vgn df gf**

* Additional \$1 cost applies to cocktail package price

** Additional \$2 cost applies to cocktail package price

v = vegetarian vgn = vegan gf = gluten free df = dairy free
Prices exclude gst

HOT CANAPÉS

Caramelised pear, feta on gorgonzola biscuit **v**
 Smashed broad bean, mint, toasted brioche, pecorino **v**
 Pomello, green mango, candied coconut, betel leaf **gf vgn**
 Artichoke, truffle and crisp parmesan tart **gf v**
 Vegetarian rice paper rolls, nahm jim **gf vgn**
 Holy goat and lemon parfait, charcoal sable, candied fig **v**
 Hawaiian black salt macaron, truffled mushroom **gf vgn**
 Roasted wild mushroom tart, truffle cream **gf v**
 Target beetroot & feta tartlet, walnut dressing **gf v**

BITE AND A BIT

Coconut crusted king prawns, green nahm jim
 Paprika king prawn skewer with romesco sauce **gf**
 Smoked chorizo and calamari brochette with paprika aioli **gf**
 Banh mi: vietnamese baguette with pulled pork, tangy pickles,
 sriracha aioli

Chicken shawarma with sumac pickles and smoky aubergine
 Pulled chicken soft roll, house pickles and buttermilk ranch dressing
 Pulled pork & shrimp tortillas, peanut relish, cucumber, pineapple
 Soft tortillas, shredded david blackmore beef brisket, crispy pickles
 Field mushroom, olive and taleggio pizza **v**

Goat's cheese, caramelised onion, fire roasted pepper quesadilla **v**
 Haloumi skewer, grilled courgette, cherry tomato & mint gremolata **v**
 Wild mushroom, kale and goat's cheese pizza, truffle oil **v**

SLIDERS

Aussie slider: beef, tomato chilli relish, beetroot, cheese, pineapple
 Broadbean falafel slider, house pickles, hummus, labne **v**
 Chicken schnitzel slider, bacon and melted maffra cloth cheddar
 Eggplant parmy slider, greek salad condiment, spicy relish **v**
 House corned beef po boy with american mustard, sauerkraut
 Wagyu beef slider, tomato chilli relish, cheese, lettuce

GOURMET CANAPÉS

Beer battered flathead fillets, chips, mushy peas, lemon aioli
 Huon salmon nicoise salad with kipfler crisps, olive oil **gf**
 Korean fried chicken with kecap manis aioli and kimchee salad
 Lemon cured ocean trout, potatoes, caper tarragon remoulade **gf**
 Peking honey roasted duck, egg fried rice, hoisin sauce **gf**
 Popcorn shrimp spicy aioli, chilli and nori spice
 Slow cooked atlantic salmon, alumettes potatoes, sauce vierge **gf**
 Sumac crusted beef salad, chilli jam, chickpeas, olives, eggplant **gf**
 Beef masala with coconut rice **gf**

HOT CANAPÉS AND DESSERTS

GOURMET BOWLS

Bangers and mash: gourmet chipolata, truffle mash, onion gravy **gf**
Beef chilli, chipotle salsa, sour cream and tortilla crisps
Caramelised root vegetable, saffron ravioli, broad beans, rocket **v**
Crispy fried calamari with crunchy slaw and yuzu aioli **gf**
Korean style tuna salad, go chan chilli, sesame dressing **gf**
Lamb curry, date and almond pilaf, cumin yoghurt **gf**
Malaysian chicken curry, rice, peanut sambal, aromatic herbs **gf**
Potato gnocchetti with 4 cheese sauce and olive crumbs **v**
Potato gnocchetti, butternut, garden peas, baby spinach, salsa verde **v**
Soba salad sichuan aubergine, mushrooms, herbs, tamari dressing **v gf**
Truffled mac 'n' cheese
Yellow chicken curry, jasmine rice, cucumber and chilli relish **gf**
Penne marinara with parmesan fur

DESSERT CANAPÉS

Brioche doughnuts with lemon curd and lavender sugar *

Candied fig and pistachio cheesecake

Choc-orange cake pops **gf**

Frangelico hazelnut praline macaron

Frangipane tart with salted green apple **gf**

Limoncello meringue tartlet **gf**

Macadamia nut rocky road

Mini peppermint and choc chip cheesecake

Raspberry rosewater macaron

Triple chocolate gooey brownie **gf**

Burnt basque cheesecake, dulce de leche **v**

Vegan chocolate popcorn brownie **vgn df gf**



GRAZING AND LIVE ACTION STATIONS

GRAZING STATIONS

The oyster bar

Freshly shucked market fresh oysters from regional NSW (2 per person) served with crusty baguette.

Charcuterie and cheese table

Cured, smoked and salted meats displayed on large wooden boards: relishes, pickled vegetables, crusty breads, local cultured butter, aged balsamic vinegar, buffalo mozzarella, fontina, parmigiano reggiano.

Cheese table

Selection of local artisan cheese, served with assorted maison breads, crackers, lavoche and house made relishes, candied fruits, fresh fruits & nuts.

Seafood raw bar

Market fresh seafood, freshly shucked oysters. Served with a range of dipping sauces, lemons, limes and condiments: fresh pacific and Sydney rock oysters, spencer gulf king prawns, hiramasa kingfish sashimi.

Dessert table

A display of house made pastries and desserts, beautifully displayed on a buffet table with fresh berries, accompaniments, whipped cream.

LIVE ACTION STATIONS (RESTRICTIONS MAY APPLY)

Seafood raw bar

Market fresh seafood and live oysters shucked to order by one of our chefs. Set into ice, the colours and flavours of the freshest possible shellfish, sashimi and oysters make a wow statement at any event. All served with a range of dipping sauces, lemons, limes and condiments:

Fresh pacific and Sydney rock oysters, spencer gulf king prawns, Hiramasa kingfish sashimi.

Yum cha

Our chefs prepare a range of traditional and modern Chinese street foods from various regions of South East Asia. Steamed and wok fried in front of the guests. Spring rolls, steam buns, hargau, Shanghai dumplings, shrimp wontons, stir fry noodles, chilli caramel pork belly.

Paelleria

Using finest Bomba rice cooked in large traditional paella pans in front of guests, offering two styles: Traditional Valencian with shrimps, peas, chorizo sausage, chicken and saffron, vegetarian with pumpkin, olives, peas, peppers and eggplant. Served with smoked paprika aioli and fresh lemon.

Suadero tacos

Reminiscent of the San Francisco street vendors, our chefs prepare a range of tacos in front of you, offering traditional and new versions of this popular snack. We offer four fillings, all served with salsa fresca, guacamole, chimichurri, sour cream, nachos and smoky chipotle sauce: carnitas pork with mexican flavours, smoky barbecue brisket new orleans style, braised vegetable mole with turtle beans, spicy marinated chicken ranchero.

BEVERAGE PACKAGES

PREMIUM PACKAGE

Sparkling wine

Woodbrook Farm Sparkling Cuvee NV

White wine

Willowglen Semillon Sauvignon Blanc

Red wine

Willowglen Shiraz Cabernet

Sundries included

DELUXE PACKAGE

Sparkling wine

Stonegate Chardonnay Pinot Noir NV

White wines – select one

Victoria Park Sauvignon Blanc

Counterpoint Pinot Grigio

Red wines – select one

Counterpoint Shiraz

Block 50 Cabernet Sauvignon

Sundries included

Prices exclude gst

SUPERIOR PACKAGE

Sparkling wines – select one

DeBortoli Regional Reserve Chardonnay Pinot Noir

Dunes & Greene Chardonnay Pinot Noir NV

Edmond Thery Blanc de Blanc

White wines – select one

Geoff Merrill Pimpala Road Chardonnay

Wise Sauvignon Blanc Semillon

Redbank Pinot Grigio

Red wines

DeBortoli Regional Reserve Pinot Noir

West Cape Howe Cabernet Merlot

Folklore Shiraz

Sundries included

Sundries

Furphy Original Ale

Hahn Premium Light

Apple Thief cider

Softs

Lightly sparkling water

Local craft beer upgrade +4 PP (select one)

BentSpoke Crankshaft IPA, Capital Brewing Coast Ale



WINE LIST

Sparkling wines

Lark Hill Blanc De Blanc ACT	78.0
Printhie Sparkling Brut NSW	64.0
Thorne-Clarke Pinot Chardonnay SA	46.0
Bandini Prosecco NV ITA	66.0
Veuve d'Argent Cuvee Prestige Rose Brut FRA	66.0

Champagne

Moet Imperial NV FRA	140.0
Veuve Clicquot NV FRA	150.0

White wines

Eden Road Long Road Pinot Gris ACT	80.0
Opawa Marlborough Sauvignon Blanc NZ	68.0
Lark Hill Regional Riesling ACT	65.0
Heggies Vineyard Cloudline Chardonnay SA	64.0
Voyager Estate Sauvignon Blanc Semillon WA	66.0
Paracombe Pinot Blanc SA	70.0

Rosé wines

Bouchard Anie Fils Rose FRA	56.0
Marchand & Burch Village WA	66.0

Red wines

DeBortoli Regional Classic Shiraz NSW	69.0
Hay Shed Hill "Morrison's Gift" Cabernet Blend WA	64.0
Rob Dolan True Colours Pinot Noir VIC	65.0
Pertaringa Two Gentlemens McLaren Vale GSM SA	67.0
Nick Spensor Light Dry Red ACT	72.0
Bleasdale Second Innings Malbec SA	59.0

Beers and sundries

Heineken Lager	10.0
Furphy Original Ale	10.0
BentSpoke Crankshaft IPA ACT	14.0
Capital Brewing Coast Ale ACT	14.0
Hahn Premium Light	6.0
Apple Thief cider	10.0
Lightly sparkling water	5.0
Orange juice	5.0
Soft drinks	5.0

Spirits by the glass

Johnny Walker Black	15.0
Bombay Gin	15.0
Beldevere Vodka	15.0
Makers Mark Bourbon	15.0
All spirits include mixers	

cocktails

Refer to Bar Experiences & Cocktails menu

Prices exclude gst

Note: beverage on consumption attracts a service fee of 10.0 pp and minimum spend.

ADDITIONAL INFORMATION

OPENING HOURS

The National Portrait Gallery is open every day except Christmas Day. The Gallery opens to the public at 10am and closes at 5pm. Please be aware that if you are planning a function within these times you may be required to share some common areas with the public. For functions outside these times, the spaces will be exclusive to your guests.

TENTATIVE BOOKINGS

Tentative bookings are held for a period of seven (7) days. After this time, the National Portrait Gallery reserves the right to cancel or replace the booking.

FOOD AND BEVERAGE

The Fresh Collective has been awarded the licence to provide the Gallery's catering and cafe services.

AUDIO VISUAL

The Terrace Room equipment includes a screen, data projector, lectern with microphone, cordless and lapel microphones, flipchart and electronic whiteboard. All presentations are to be supplied on a thumb drive and the National Portrait Gallery laptop will be utilised. No other laptop equipment is to be used. There is no audio visual equipment included in the hire of the Gordon Darling Hall. This equipment will need to be hired. The Gallery cannot supply technical support for any equipment other than that supplied by the Gallery.

ELECTRICAL EQUIPMENT

Other equipment required may be supplied by you or hired. Please ensure all electrical equipment entering the Gallery has been tagged and tested. The ACT Occupational Health and Safety Act 1989 places a duty of care to provide a safe workplace. To meet the duty of care it is necessary to ensure that risk of injury from electric shock and uncontrolled fire for all people at the National

Portrait Gallery is reduced as far as is reasonably practicable. A method of achieving this duty is by testing and tagging electrical equipment, and implementing procedures for use of electrical equipment. Therefore please ensure all electrical equipment coming into the Gallery has been tagged and tested within the last twelve (12) months. If testing is not up to date, it will not be permitted to be used.

RISK ASSESSMENT

All equipment brought in for a function must be discussed with the Sales Events Manager prior to the function. Depending on your event requirements it may be subjected to a risk assessment prior to confirmation. The risk assessment: Will require the client's signature to acknowledge and manage the risk and must be received fourteen (14) days prior to the event.

PHOTOGRAPHY POLICY

Photographs may be taken with hand-held devices, in non-restricted gallery spaces for personal use. Flash photography is not allowed, nor is the use of tripods or monopoles. Please observe photography restrictions where labelled. Photography is allowed in the Terrace Rooms, Gordon Darling Hall, the Tim Fairfax Forecourt and Liangis Theatre and any of the service areas such as Portrait Café and The Curatoreum. Photography is also allowed outside the building in the garden and precinct.

SECURITY AND CLEANING

Venue charges include security and cleaning costs.

DELIVERIES

Please ensure all deliveries, including décor and entertainment, are made to Loading Bay 2. Security and entry to Loading Bay 2 is available seven (7) days a week from 8am – 6pm. Security can be contacted on 02 6102 7178. All goods should be collected the day after the function. Goods not collected will be discarded.

PARKING

The Gallery's underground carpark can be accessed from Parkes Place that is off King Edward Terrace. The car park is open 7 days per week and there are 150 car spaces and of course parking spaces for people with mobility difficulties are provided in the carpark close to the public access lifts.

Paid parking applies 7 days a week, excluding weekends and public holidays. Visitors can pay for parking at the pay stations in the basement lift lobby or at the boom gate. Cash, Visa and Mastercard payments are accepted. Credit card payment can be made at the exit boom gate. Venue hire delegates parking all day are entitled to a discounted rate. Clients may organise to have their guests parking added to their final invoice. There is a pick-up and set-down space in front of the Gallery on King Edward Terrace near the main entry for buses and VIP drop off.

PRIVACY CLAUSE

The information you are asked to provide to the National Portrait Gallery is personal information and is protected by the Privacy Act 1988. This information is collected to manage your event booking. The details remain on a database and the Gallery will not disclose this information to other parties other than in accordance with the Privacy Act 1988.

TERMS AND CONDITIONS

Please see below a list of terms and conditions for the provision of venue hire at the National Portrait Gallery. Understanding these guidelines enables both parties to produce a successful event.

BASIS OF AGREEMENT

Any agreement made for the use of the National Portrait Gallery of Australia (ABN 54 742 771 196) (NPGA) facilities between the User and the NPGA. These conditions are an integral part of the Agreement. The User will also comply with any further conditions, which are set out in any letterform from the NPGA prior to the event being held.

GALLERY CHANGES

The NPGA is regularly changed and updated as part of its usual operations. The NPGA may appear differently at the time of the Event compared to the time of booking. The NPGA will endeavour to inform the User of any changes to gallery spaces relevant to the Venue prior to the Event Start Date, but this may not always be possible. No compensation will be issued if a gallery has changed and this was not communicated.

FALSE OR MISLEADING INFORMATION

The User must not provide false or misleading information, or omit information that would result in the application being false or misleading. Failure to meet any of the Conditions of Hire, either before or during a booking, may result in immediate cancellation of the booking.

CONFIRMATION & DEPOSIT

A confirmation catering deposit of 25% of the total estimated catering cost is required to secure your catering booking. Your catering booking will not be confirmed until your confirmation deposit has been paid. A second progress deposit of a further 25% of total estimated catering cost is required 2 months prior to event date.

ADDITIONAL COSTS

An additional \$250 per hour may be incurred if your event exceeds the time listed in your contract.

CANCELLATION

If an event is cancelled by the client the following terms are applicable:

- More than 90 days notice – your catering deposit will be refunded.
- 30-90 days notice – cancellation fee will be equivalent to 25% of the total estimated catering cost.
- 7-29 days notice – cancellation fee will be equivalent to 50% of the total estimated catering cost.
- Less than 7 days notice – cancellation fee will be equivalent to 100% of the total catering cost and all payments are nonrefundable.

PAYMENT TERMS

When final numbers have been confirmed seven (7) working days prior to your event, your invoice will be issued. Full payment is required prior to the event date. Any variation to our payment terms will need to be approved in writing by The Fresh Collective accounts department at the time you confirm your event. Any additional costs will be invoiced the next business day after your event and payment is required within seven (7) days.

CATERED EVENTS

Catering is restricted in gallery spaces. Catering is required for all evening events and events in the Terrace Rooms. Where catering is required, the User is required to use the services provided by NPGA's contracted caterer, The Fresh Collective. You will be invoiced by The Fresh Collective. If you wish to use an alternative caterer, including self-catering, written permission is required by Gallery management.

Dietary requests are required seven (7) working days prior to your event. Common dietaries group including – vegetarian, vegan, gluten, seafood, dairy and nut intolerances – do not incur additional charges if confirmed within deadline and dietary menu items are provided on a chef's selection basis (excluding cocktail and buffet events). Additional charges may apply for the above common dietaries group if requested after deadline. Other dietary requests outside of the common group will incur a lifestyle menu surcharge of 25% on the per person package price (minimum \$15 per person) if a tailored menu is requested by the client. The client indemnifies The Fresh Collective and its agents against any claim relating to any

such person or anything relating to them, in addition to any other indemnity.

RESPONSIBLE SERVICE OF ALCOHOL

The Fresh Collective will abide by the requirements set out in the Liquor Act. Therefore, we are obligated to refuse the service of alcohol to anyone under the ages of 18 and / or approaching intoxication.

CONDUCT OF EVENTS

The User shall conduct an event in an orderly manner, in accordance with relevant laws, in compliance with any instructions issued by NPGA and vacate the NPGA by the end of the event. The NPGA or its representative reserves the right to remove any person who does not comply with these instructions. The User shall nominate a person who is responsible and held liable for the conduct of those attending the events. The User must remove all goods and materials promptly on completion of the event and leave the NPGA premises clean and tidy unless prior arrangements have been arranged.

COLLECTION OF MONIES

Cash transaction and fund-raising activities, including ticket sales, registration fees, membership fees, donations, raffles and actions are not permitted at events in the NPGA without the prior approval of the NPGA.

THIRD PARTY CONTRACTORS

Any access to the building by third party contractors engaged by the User in connection with the event is strictly conditional upon the completion of a required online contractor safety induction. The User must ensure that each individual contractor personnel completes the online safety induction prior to the event day. Access to the building and the undertaking of any works onsite will not be permitted without completion of the induction. The NPGA reserves the right to refuse access to any contractor personnel who has not completed the induction, without liability for delay, disruption, or additional costs incurred by the User.

TERMS AND CONDITIONS

ADVERTISING

All advertising and promotional material associated with the proposed event that refers to the NPGA must be approved by the NPGA prior to the release. The NPGA logo is not to be used without approval of the NPGA. No commercial advertising signs, boarding, banners or the like are permitted to be erected in a public area within the NPGA premises or its precinct without prior approval.

ACCESS AND PUBLIC AREAS

Access to the building by the User is restricted to those areas approved for the specific event. A nominated representative of the NPGA shall have access at all times to any areas being used for an approved event. The NPGA reserves the right to refuse entry to the NPGA to any individual attending the event. Where events are held in areas normally open to the public, the User must clear the areas of all temporary installations, immediately following the event, so as to allow public access to be restored as soon as possible.

PROTECTION OF WORKS OF ART AND BUILDING

Special precautions will be required for the protection of works of art and building fabric. All Users will be advised of such precautions and are required to co-operate in implementing them. The NPGA does not permit anything to be attached or fixed onto or into the walls without prior written approval. Floral decorations must also be advised prior to event day for approval. Permitted flowers must be delivered to Loading Bay 2 for insecticide spraying. Candles, sparklers, incense, confetti, table scatters are not permitted inside the National Portrait Gallery.

PUBLIC AREAS

Where events are held in areas normally open to the public, the User must clear the areas of all temporary installations, immediately following the event, so as to allow public access to be restored as soon as possible.

SMOKING

Smoking is prohibited at all NPGA facilities including entrances to the building, car parks and surrounds.

PRIVATE VIEWINGS

A private viewing of the NPGA permanent collections or temporary exhibitions must be arranged two (2) weeks prior to the event date. A private viewing is generally for one (1) hour only. The User must pay to the NPGA all private viewing costs and any additional exhibition entry fees. Private viewings on Public Holidays will incur a 25% surcharge.

EXHIBITIONS AND OTHER EVENTS

For all exhibitions and stage set-ups produced by third party contractors, plans and power requirements must be approved by the NPGA a minimum of fourteen (14) days prior to the event. All electrical equipment coming into the Gallery must be tagged and tested within the last twelve (12) months. If testing is not up to date, equipment will not be permitted to be used.

RIGGING

Events involving the construction of rigging or staging not provided to the User by the NPGA must be coordinated through a staging contractor approved by the NPGA. Rigging must be approved by the NPGA fourteen (14) days prior to the event.

RESPONSIBILITY FOR LOSS OR DAMAGE

- 1) The User is liable for and indemnifies the NPGA from and against all actions, claims, demands, losses, damages and expenses for which the NPGA shall or may become liable or suffer in respect of: a) Damage to artworks or other property of the NPGA arising out of or in the course of the event except to the extent that such damage arises from the negligence or default of the NPGA; b) Injury to or death of any person arising out of or in the course of the event except to the extent that it arises from the negligence or default of the NPGA; c) The breach of any law arising out of in the course of the event; d) Any infringement or breach by the User of any copyright, performing right or other protected right in relation to the event; or e) Any breach of this agreement by the User;
- 2) The NPGA accepts no responsibility for any loss or damage to the property of the User or third party whether on premises or left on the Premises prior to, during or after event.

FORCE MAJEURE

Performance of this Agreement is contingent upon the NPGA not being wholly or partially prevented, restrained, obstructed or delayed from making arrangements associated with the event due to factors beyond its control, including but not limited to industrial action, accidents, Government (Federal, State or Local) requisitions, or restrictions on travel, transport, food and beverage supply. In no event shall the NPGA be liable for the loss of profit, or for consequential damages, whether based on breach of contract, warranty or otherwise.

ACCEPTANCE AND CONFIRMATION OF TERMS AND CONDITIONS:

I have read and understand the event confirmation details. I accept all the terms and conditions outlined in this document.

SIGNATURE

PRINT NAME

DATE

THANK YOU

For information of catering enquiries
please contact The Fresh Collective

Phone: 02 6102 7010

Email: eventsnpg@thefreshcollective.com.au

THE FRESH
COLLECTIVE

