



Welcome to the Pecten Centre, where corporate excellence meets unparalleled flexibility.

Our state-of-the-art facility is designed to cater to a wide range of event formats, from classroom-style training sessions and theatre presentations to elegant banquets and versatile corporate gatherings. Equipped with cutting-edge AV technology, expansive projector screens, and essential tools such as lecterns, flipcharts and whiteboards, we ensure a professional and seamless experience for every event.

Additionally, our dedicated boardroom is perfect for high-level conference calls and strategic discussions.

At the Pecten Centre, we provide tailored solutions to meet your every corporate need with precision and sophistication.



ROOM SELECTION

DAY DELEGATE



456 Theatre



200 Cabaret



U-Shape/Classroom



Stage

PECTEN



290 Theatre



128 Cabaret



U-Shape/Classroom



Stage

BANKSIA



80 Theatre



30 Cabaret



U-Shape/Classroom

DARWINIA

DAY DELEGATE PACKAGE



Half Day Package Option 1: \$

Standard morning tea or afternoon tea
Working lunch

Half Day Package Option 2: \$ (Minimum 30p)

Standard morning tea or afternoon tea
Buffet lunch

Full Day Package Option 1: \$

Standard morning tea + afternoon tea
Working lunch

Full Day Package Option 2: \$ (Minimum 30p)

Standard morning tea + afternoon tea
Buffet lunch

All day delegate packages include:

Conference room hire
Note pads, pens, water + mints on the table
Digital technology access
Whiteboard and flip chart
WIFI
Tea + barista coffee throughout the day
Fruit Juices

Morning Tea

Seasonal fruit platter (gfo, vg)

Selection of one (1) of the following:

Selection of mini quiches (vgo)
Fresh baked scones with jam + cream
Selection of savoury/sweet muffins (gfo, vgo)
Croissants with condiments (v)

Working Lunch

Selection of fresh made gourmet sandwiches (gfo, vgo)
or

Selection of gourmet wraps (gfo, vgo)

One platter selection
Seasonal fruit platter (vg)
Chefs salad (gfo, vgo)

Afternoon Tea

Seasonal Fruit Platter (gfo, vg)

Selection of one (1) of the following:

Selection of mini pizzas (vgo)
Ham + cheese mini croissants
Selection of gourmet savoury pies (gfo)
Selection of sweets + slices
Selection of savoury/sweet muffins

(v) Vegetarian, (vgo), Vegetarian Option Available, (gf) Gluten Free, (gfo) Gluten Free Option Available (vg) Vegan

DAY DELEGATE PACKAGE - BUFFET LUNCH

BUFFET LUNCH OPTION \$

(Minimum 30p)

2 Hot Dishes

2 Cold Dishes

2 Bread Rolls

Hot Buffet Selections

Penne Pasta with Slow-Cooked Beef Ragu

Thai Green Curry with Jasmine Rice (gf)

Butter Chicken Curry with Steamed Rice (gf)

Spanish Rice with Chicken (gf)

Moroccan-Spiced Roasted Chicken with Tzatziki (gf)

Noodle Stir-Fry (Chicken, Mushroom, Beef)

Potato Gnocchi with Pea, Sage, and Brown Butter Sauce (gf) (v)

Spinach and Ricotta Ravioli (v)

Shepherd's Pie (Lamb or Beef)

Lasagna (Beef or Vegetable)

Potato Gratin

Shakshuka Fish with Lemon Yogurt Sauce (gf) (i)

Baked Satay Chicken

Baked Lamb Kofta with Vegetables (gf)

Slow-Baked Italian Meatballs with Tomato Sauce

Cold Buffet Selections

Greek Salad (gf)

Caesar Salad

Potato Salad (v) (gf)

Cous Cous Salad (v)

Quinoa, Pumpkin & Feta Cheese Salad (v)

Thai Chicken Noodle Salad with Namjim Dressing (v) (gf)

Kale & Apple Salad with Maple Bacon Pecan Crumble & Feta Cheese (gf)

Add-On/Side Selections \$

Korean Fried Chicken (gf)

Leek & Potato Croquettes (v) (gf)

Tempura Prawn (i)

Pork or Vegetable Dumplings

Deep Fried Squid (gf)

Tomato, Olive, Spinach & Goat Cheese Quiche (v)

Pork & Fennel Sausage Rolls

Roasted Green Beans (v) (gf)

Roasted Root Vegetables (v) (gf)

gfo - gluten free options available, v - vegetarian, vo - vegan optional

Seafood Origin Key:

(a) australian (i) imported (m) mixed origin



TERMS + CONDITIONS

PRICING

All quotes on food and beverage include GST
A 10% surcharge applies on public holidays

FOOD AND DRINK MENUS

All food and drink menus may be subject to change without notice. Drinks options are subject to supply or availability.

EVENT TIMINGS

Our space is available for hire between 8am - midnight, 7 days per week.

MINIMUM SPENDS

Minimum spends apply for exclusive use of our space. Check with your functions representative for minimum spends applicable to your selected date.

DEPOSIT

20% deposit is due on booking confirmation, with balance paid 7 days prior to your event.
Payment can be made via bank transfer or credit card.
Please note credit card surcharges apply. *Deposits are non refundable.

CANCELLATION

Due to some unforeseen circumstances, you may wish to change or cancel your function date, all changes and cancellations must be requested in writing via email.
In the event of a date change/ postponement/cancellation: Cancellation of your event at any time in the lead up to your event, will result in forfeiting your deposit. Date Change or Postponement: 7 plus days from your function, the deposit will be transferred to the new date. Less than 7 days' notice the full amount as per your final invoice will apply.

FINAL PAYMENT

The total invoice will be required to be paid 7 days prior to the event, unless otherwise arranged. Any additional charges / costs from your event will need to be finalised prior to the conclusion of the event.

LICENSING

The Shell Club is licensed until 12 midnight. We reserve the right to decline entry to our premises to any guest refusing to comply with health and safety regulations. Any guest who is intoxicated or not complying with general health and safety regulations may be asked to leave

NUMBER OF GUESTS

We require confirmation of final numbers 14 days prior to your event. This will be the minimum number of guests to be charged for on the day, regardless of any no shows. We also understand that there are last minute changes and special requests. Please contact us directly to discuss any changes to your reservation.

MENU SELECTIONS AND DIETARY REQUIREMENTS

Final food and beverage menu choice will need to be made 14 days prior to the event. Any dietary requirements are to be confirmed 14 days prior to your event. We will endeavour to accommodate dietary requirements without altering the chosen menu and will work with you to find the best outcome for your guests. Unfortunately we do not offer tastings of food or beverage items prior to selecting menus.

SECURITY

Depending on the size and nature of your event we may require external security to be hired for the safety of you, your guests and our staff on site. This will be determined by the events and venue manager and, if necessary, will be quoted on an hourly price.

DECORATIONS

Nothing is to be nailed, screwed, stapled or adhered to any wall, door or other surface or part of the building. No streamers or other items can be attached to any part of the fittings.
The only decorations permitted are table settings and helium balloons, which can be delivered to on the day of the function. All decorations and equipment are to be removed by the function organiser upon completion of the function. Please note that sparklers and cold spark machines are not permitted anywhere on the premises. Confetti is also strictly prohibited, both inside and outside the venue.

DAMAGES

In the event of damages caused to the venue or amenities (for example furniture breakages or cosmetic damage to the venue), the client will be charged a damages fee assessed on the extent of damage caused and cost to repair or replace.

ETIQUETTE AND BEHAVIOUR

We're delighted that you've chosen Shell Club for your special event. As hosts, we believe in being gracious and accommodating. Our aim is to craft an offering that will ensure your guests feel welcomed, comfortable and respected. We will assist you to move effortlessly through this process and the venue so that your experience is both intimate and memorable. We ask that you honour this space with its rich history and bespoke contemporary design. We thank you in advance for also being gracious and accommodating guests

TERMS + CONDITIONS ACCEPTANCE

I HEREBY ACKNOWLEDGE MY ACCEPTANCE OF THE TERMS AND CONDITIONS DELINEATED IN THE SHELL CLUB'S FUNCTION PACKAGE

FULL NAME: _____

EMAIL: _____

FUNCTION NAME: _____

DATE OF FUNCTION: _____

SIGN: _____

PECTEN
SHELL CLUB
CENTRE