



ORTOLANA

## Functions & Events

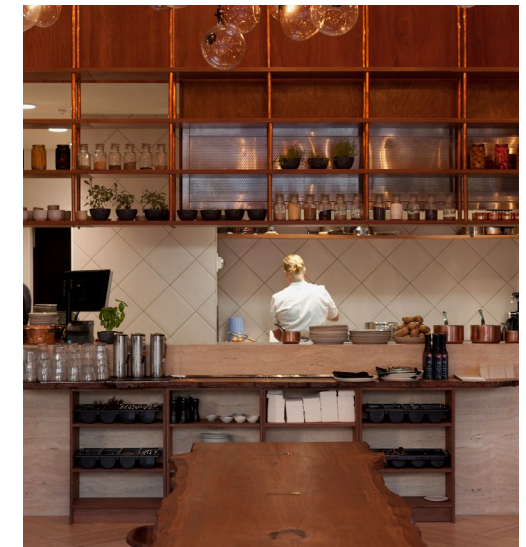
For more information email [events@savorgroup.co.nz](mailto:events@savorgroup.co.nz) or  
call us on +64 9 972 0218



# ORTOLANA

Set in the Pavilions at Britomart, in an elegant, sun-filled conservatory but day and nestled under a sea of gentle fairy lights by night.

Ortolana is a sophisticated, classy setting for an amazing seasonal Italian experience.



33 Tyler St  
Britomart  
Auckland 1010



## Capacity

Cocktails & canapés	80
Seated	50



# Sample Packages

## Recommended For 1 - 1½ Hours Food Service

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PACKAGE 1 **\$41 per person** —  
please choose 6 canapés

PACKAGE 2 **\$43.50 per person** —  
please choose 3 canapés and 3 substantial bites

PACKAGE 3 **\$45 per person** —  
please choose 6 substantial bites

## Recommended For 2+ Hours Of Food Service

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PACKAGE 4 **\$60 Per Person** —  
Please choose 3 canapés to start,  
plus 6 of the substantial bites

## Pre Dinner

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PACKAGE 5 **\$23.50 Per Person** —  
Pre-Dinner Canapés - please choose 3 canapés

## Canapés

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### CRUDO

*with cucumber and apple*

### PROSCIUTTO

*Apple and fennel*

### LAMB

*Tzatziki, apple, cucumber*

### BEETROOT

*Almond, mint, chilli*

### TOMATO

*Garlic, mozzarella, basil*

### COURGETTE

*Lemon ricotta, aged balsamic*



Sample menu  
Subject to seasonal changes

# Sample Set Menu

## Three course plated set menu

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**\$105 per person**

### Starters

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*Choice of*

**BEETROOT**

*Goat's cheese, pickled onion, endive piadina*

*or*

**MOZZARELLA FIOR DI LATTE**

*Pear, caramelised onion, almond*

*or*

**ARROWHEAD SQUID**

*Fennel, apple, citrus, mint*

*or*

**PROSCIUTTO**

*Quince, radish, hazelnut, ricotta*

### Mains

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*Choice of*

**BLUE CHEESE GNUDI**

*Mushrooms, truffle, pangrattato*

*or*

**MARKET FISH**

*Romesco, capsicum caponata, pickled currants*

*or*

**ORGANIC CHICKEN COTOLETTA**

*Witlof, apple, walnut, goddess*

*or*

**ASHED SHORTHORN SIRLOIN**

*Butternut, brussel sprouts, chimichurri*

**GYPSY SALAD, GODDESS DRESSING**

**GARLIC & ROSEMARY POTATOES**

### Desserts

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*Choice of*

**BROWN BUTTER PEAR CAKE**

*Creme fraiche, hokey pokey*

*or*

**MILLE-FEUILLE**

*Granny Smith, lemon mascarpone*

*or*

**BLUE CHEESE**

*Fig, hazelnut biscotti, raw honey*

*or*

**GELATO STICK**

# Bookings Form

ORTOLANA

Please read the conditions on the following page. By signing this form and returning it you are agreeing to the terms and conditions of holding your event at Ortolana.

## Booking Details

FUNCTION DATE \_\_\_\_\_

COMPANY/CLIENT NAME \_\_\_\_\_

EVENT TYPE/PURPOSE \_\_\_\_\_

NUMBER OF GUESTS \_\_\_\_\_

AGREED MINIMUM SPEND \_\_\_\_\_

*The minimum spend covers food and beverage charges. All other agreed costs incurred (such as extra security, Dj & AV hire etc) are additional and to be paid by the client.*

START TIME \_\_\_\_\_

FINISH TIME \_\_\_\_\_

ROOM SET UP I.E. THEATRE / COCKTAIL \_\_\_\_\_

AV REQUIREMENTS \_\_\_\_\_

OTHER \_\_\_\_\_

## Credit Card Details

NAME ON CARD \_\_\_\_\_

CARD NUMBER \_\_\_\_\_

CARD EXPIRY DATE \_\_\_\_\_

CARD CVV NUMBER \_\_\_\_\_

*We will use this card only with your specific consent or as per the terms and conditions set out on the following page.*

## Contact Details

CONTACT NAME \_\_\_\_\_

MOBILE NUMBER \_\_\_\_\_

LANDLINE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_

NAME OF LEGAL ENTITY FOR INVOICING \_\_\_\_\_

EMAIL ADDRESS FOR INVOICING \_\_\_\_\_

PURCHASE ORDER NUMBER (IF REQUIRED) \_\_\_\_\_

THE AGREEMENT HAS BEEN EXECUTED ON \_\_\_\_\_ OF \_\_\_\_\_

SIGNED FOR & ON BEHALF  
OF SAVOR GROUP LTD \_\_\_\_\_

SIGNED BY (THE CLIENT) \_\_\_\_\_

## Confirmation

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On receipt of a signed booking form we will issue you a deposit invoice for the value of the agreed minimum spend. The deposit invoice must be paid within 7 days of the invoice date. If the event date is within 7 days of the date of the deposit invoice, payment must be received within 24 hours. A booking is only confirmed once payment of your deposit has been received and funds cleared. If payment is not received, we reserve the right to cancel the booking.

## Payment and costs

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All pre-agreed costs for food, security, decoration hire or other ancillary services must be paid for prior to the event.

The final payment is to be made at the conclusion of the event or within 48 hours after the event (by prior arrangement). We reserve the right to charge the credit card details provided on the booking form if full payment is not made within 48 hours after the event.

Where the agreed minimum spend is not met, the balance will be recorded as a 'venue hire' charge. This charge is not refundable.

Events that exceed the agreed set times may be charged an extra \$500 plus GST per hour or part hour where applicable, only if an extension is possible.

Expenditure on food and beverage contributes to the minimum spend requirements. Expenditure on entertainment,

security, decoration or other ancillary services does not contribute to the minimum spend amount.

Ortolana accepts cash, credit card and bank transfer payments. A 2.25% surcharge will be applied to credit card transactions.

## Cancellations or changes

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Events cancelled with 15 days or more notice (excluding the day of the event), are eligible for a full refund of the deposit paid.

Events cancelled with 7 to 14 days notice (excluding the day of the event), will be charged a cancellation fee equal to the deposit paid.

Events cancelled with less than 7 days' notice (excluding the day of the event), will be charged the agreed 'minimum' spend.

If your event is unable to be held due to government restrictions (such as COVID-19 restrictions), we will retain your deposit until you are able to reschedule the event for a future available date. A full refund of the deposit paid is only available if the event is cancelled with 15 days or more notice as per the above conditions.

We will request your final guest numbers 7 days prior to your event. This is the number you will be charged for.

Neither the client or Savor Group Ltd (trading as Ortolana) shall be responsible to the other for any changes to the agreed event requirements should the changes be a result of any statute, governmental regulation or any act of god, fire, natural disaster, damage to the venue or other

causes beyond the reasonable control of the parties. In the event of such a force majeure, the parties shall agree to amend or cancel the Agreement and all deposits shall be refunded. Savor Group Ltd will not be liable for any damages caused as a result of cancellation.

## Wet weather contingency policy

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If your function or event cannot be held in the outdoor space in which it was planned due to adverse weather conditions, it will be moved to an internal area within the same venue.

## Other things

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Any breakage or damage caused by function guests to the premises including equipment and chattels will be on-charged to the client.

We comply with all New Zealand regulations regarding intoxication and guest safety and we want all your guests to have a great time.

We will liaise with you if we feel guest behaviour is of concern.

Our wine list and menus change from time to time. If any item you have chosen becomes unavailable or changes price we will assist you to select an alternative.

Only food and beverage purchased at Ortolana may be consumed at Ortolana and such food and beverage must not be removed from the premises.

Decorations not supplied by Ortolana or one of our partners must be approved by the Function Coordinator prior to the day of the event.

Dietary requirements and allergies must be advised directly to the Function Coordinator no less than 2 weeks prior to the event date with guest name and severity of requirement. The Ortolana kitchen and equipment used within may contain traces of nuts, egg, dairy, gluten, and other known allergens. Although all care is taken to ensure these items are contained, we cannot guarantee that all dietary requirements will be met. Whilst we understand the serious implications of reactions to allergens and will endeavour not to cross contaminate food, Ortolana will not accept responsibility or liability for an adverse reaction to our food by any guest.

Food and beverage selection needs to be finalised 7 days prior to the date of your event. We cannot guarantee selections made with less than 7 days notice.

**BY SIGNING BELOW, YOU AGREE TO THE ABOVE TS & CS**

**SIGNED BY** \_\_\_\_\_

**DATE** \_\_\_\_\_