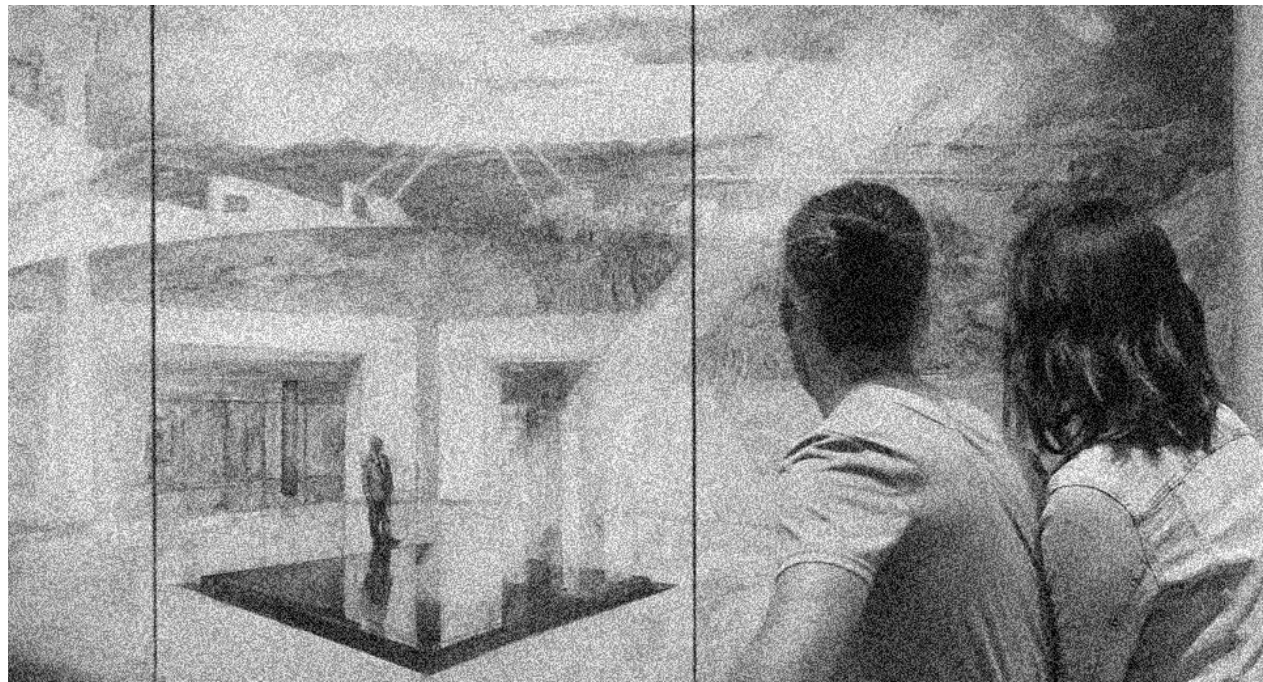


NATIONAL PORTRAIT GALLERY X THE FRESH COLLECTIVE

EVENTS KIT

Packages

THE FRESH
COLLECTIVE



EVENTS

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.

ABOUT THE FRESH COLLECTIVE

The Fresh Collective has a reputation for crafting exceptional event experiences with premium food and beverage in venues throughout Australia. With a team of dedicated chefs and knowledgeable wait staff, Fresh delivers a range of event experiences to suit any brief ranging from intimate dinners, corporate conferences, cocktail events and grand banquet feasts.

Our Executive chef has designed our menus to showcase fresh produce with the food reflecting seasonal changes, producing balanced menus, paired with tailored beverage packages. Fresh is the caterer of choice for clients looking to produce seamless events with great food and drinks, delivered with flair by professional staff.



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.



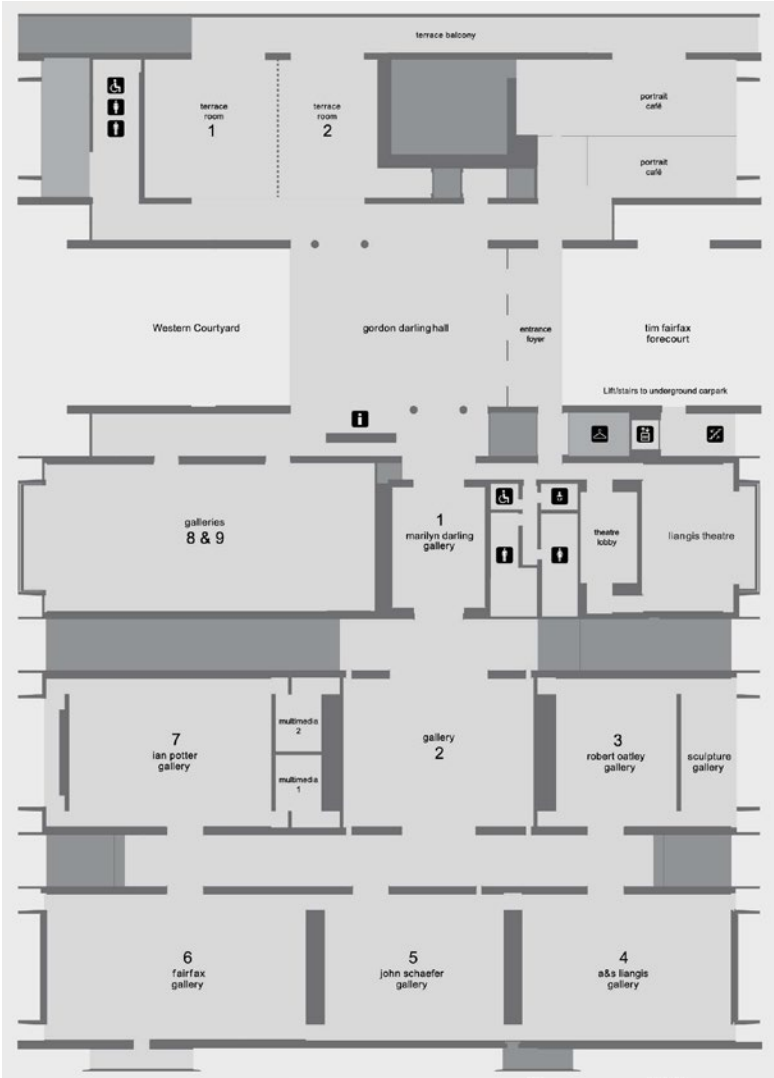
Round/long

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.



BREAKFAST & MORNING TEA PRICING

BREAKFAST		MORNING OR AFTERNOON TEA	
Continental	32.0	Morning or Afternoon Tea Menu 1	20.0
Buffet service of food and beverage		Choose 2 items from the selection	
2 hour duration		30 minute duration	
Healthy lite	38.0	Morning or Afternoon Tea Menu 2	30.0
Buffet service of food and beverage		Choose 4 items from the selection	
Two hour duration		30 minute duration	
Cocktail	50.0	ADDITIONAL	
Cocktail service of food and beverage		Espresso coffee upgrade	
Two hour duration		on request	
Plated	55.0		
Table service of food and beverage			
Two and a half hour duration			
Buffet	55.0		
Buffet sit down service of food and beverage			
Two and a half hour duration			

Minimum 30 guests
Venue hire is not included in the menu prices
Prices do not include gst
Sunday surcharge 10%, Public holiday surcharge 20%

BREAKFAST MENUS

by The Fresh Collective

CONTINENTAL

Luke Avenue granola, yoghurt and roasted berry jars **v gf**
 Coconut tapioca, mango and hemp seed pot **gf df vgn**
 Mini dark chocolate croissant **v**
 Fresh baked mini blueberry streusel muffins
 Bangalow smoked ham and egg tarts Roasted tomato, ricotta and basil eggah **gf v**
 100% Arabica coffee and selected teas
 Orange and apple juice

HEALTHY LITE

Mango and coconut chia pudding **df gf vgn**
 Banana bread and date bliss balls **v gf**
 Cut fruit jars, passionfruit kaffir lime dressing **vgn gf df**
 Roasted truss tomato and hemp seed pesto tart **df vgn gf**
 Brown rice and kale fritter, green tahini dip **gf df vgn**
 Emma and Tom's green power and karmarama fruit smoothies
 100% Arabica coffee and selected teas
 Orange and apple juice

COCKTAIL BREAKFAST

Mini fruit sticks, orange and passionfruit syrup **gf df vgn**
 Coconut yoghurt, pineapple and mango parfait **gf df vgn**
 Mini raspberry white chocolate muffins
 Potato latkes, goulburn river smoked trout, dill labna **gf**
 Bangalow ham, heidi gruyere, seeded mustard toastie
 Mushroom and mascarpone tart, salsa verde **v gf**
 100% Arabica coffee and selected teas
 Orange and apple juice

PLATED

Sliced market fresh fruits **v gf df**
 Fresh baked breakfast pastries
Select 1
 Poached organic eggs, crispy bacon, hash browns, truss tomato, sourdough
 Huon smoked salmon rosti, Hillview Farm greens, poached egg **gf df**
 Scrambled Yallamundi Farm eggs, smoked bacon, baby spinach and hanks tomato relish
 Vegan zucchini falafel shakshuka, mediterranean veg, tahini, pomegranate, dukkah **vgn df**
 Poached egg and avomash, Persian feta, almonds and flatbread **v**
 100% Arabica coffee and selected teas
 Orange and apple juice

BUFFET BREAKFAST

Sliced market fresh fruits **gf df vgn**
 Fresh baked pastries and Danish pastries
 Luke Avenue granola, yoghurt and roasted berry jars **v gf**
 Scrambled Jones Brothers eggs, smoked bacon, Norms chicken and rocket chipolatas **gf**
 Roasted field mushrooms with thyme and garlic **vgn df gf**
 Slow roasted truss tomatoes, pesto and crumbled feta **v gf**
 Sweetcorn, coriander, jalapeno pepper fritters **gf**
 100% Arabica coffee and selected teas
 Orange and apple juice

MORNING & AFTERNOON TEA MENUS

by The Fresh Collective

MORNING TEA ONE SELECTION

Chewy almond cookie **gf df**
Mini fresh fruit muffins
Iced water
Coffee and tea selection

MORNING TEA TWO SELECTION

Bacon and egg tart **gf**
Fresh fruit skewers **gf df vgn**
Mini fruit muffins
Orange bee pollen cake **gf df**
Iced water, orange and apple juice
Coffee and tea selection

AFTERNOON TEA ONE SELECTION

Freshly baked cookies
Chocolate salted caramel popcorn brownie **gf**
Iced water
Coffee and tea selection

AFTERNOON TEA TWO SELECTION

Lemon and blueberry polenta slice **gf**
Chewy triple chocolate brownie **gf**
Poached chicken, walnut and celery Harry's bar sandwich
Caramelised leek and maffra cloth aged cheddar tart **gf**
Iced water, orange and apple juice
Coffee and tea selection

CONFERENCE PRICING

CONFERENCE		ADDITIONAL		POST CONFERENCE PACKAGES	
Menu one				Charcuterie and drinks	38.0
Full day	75.0	Orange juice and mineral water (pp per session)	4.0	Buffet service of food and bar service	
Half day	65.0	Cheese or fruit platter	8.0	Premium beverage package	
		Cheese and fruit platter	10.0	One hour duration	
Menu two		All day fruit station	6.0		
Full day	80.0	Espresso coffee upgrade	POA	Canapes and drinks	38.0
Half day	70.0	Fresh squeezed fruit and vegetable juices station	POA	Buffet service of food and bar service	
		Packages below minimums	POA	Premium beverage package	
Menu three				One hour duration	
Full day	90.0				
Half day	75.0				
Menu four					
Full day	95.0				
Half day	80.0				
Menu five					
Full day	100.0				
Half day	85.0				

All prices listed per person.
Prices exclude gst.
Full day - arrival coffee, tea, morning tea, lunch, afternoon tea.
Half day - morning tea or afternoon tea, lunch.
Minimum 30 guests.
Sunday 10% and Public Holidays 20% surcharge.

CONFERENCE OPTIONS

CONFERENCE MENU ONE

Arrival

Coffee, tea selection, iced water

Morning tea

Select two items

Lunch

Select four sandwiches (3 pp)

Select two salads

Select two tarts / frittatas (1 pp)

Platters of sliced fresh fruit

Afternoon tea

Select two items

Beverages for each break

Coffee, tea selection, iced water

Orange juice for lunch only

CONFERENCE MENU TWO

Arrival

Coffee, tea selection, iced water

Morning tea

Select two items

Lunch

Select four sandwiches (2 pp)

Select one soup

Select two hot & cold finger food

Platters of sliced fresh fruit

Afternoon tea

Select two items

Beverages for each break

Coffee, tea selection, iced water

Orange juice for lunch only

CONFERENCE MENU THREE

Arrival

Coffee, tea selection, iced water

Morning tea

Select two items

Lunch

Select four hot and cold finger food

Select three salads

Platters of sliced fresh fruit

Afternoon tea

Select two items

Beverages for each break

Coffee, tea selection, iced water

Orange juice for lunch only

CONFERENCE MENU FOUR

Arrival

Coffee, tea selection, iced water

Morning tea

Select two items

Lunch

Select two cold buffet selection

Select three salads

Freshly baked bread rolls

Platters of sliced fresh fruit

Afternoon tea

Select two items

Beverages for each break

Coffee, tea selection, iced water

Orange juice for lunch only

CONFERENCE MENU FIVE

Arrival

Coffee, tea selection, iced water

Morning tea

Select two items

Lunch

Select three hot dishes

Select three salads

Freshly baked bread

Platters of sliced fresh fruit

Afternoon tea

Select two items

Beverages for each break

Coffee, tea selection, iced water

Orange juice for lunch only

POST CONFERENCE

Charcuterie & drinks

A selection of Italian meats, roasted, marinated olives, Italian cheese, roasted vegetable dip, grissini, chargrilled sourdough bread.

Canapés & drinks - select four

Smoked Huon salmon on brioche toast, tomato & coriander salsa

Ginger shrimp rice paper rolls, tamarind sauce **gf df**

Asparagus tips in bresaola, crostini, light truffle mayonnaise

Harry's Bar chicken, celery and walnut sandwich

Chermoula rubbed lamb fillet, pumpkin hummus on crostini

Peking duck pancakes with hoisin sauce and scallion

Artichoke, truffle and parmesan tart **v gf**

Roasted wild mushrooms and truffle cream puff tart

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

CONFERENCE MENUS

by The Fresh Collective

MORNING TEA SELECTION

Double smoked ham and maffra cheddar croissant
 Three cheese palmiers
 Mushroom, artichoke and feta tart **gf**
 Pecorino, basil and mayonnaise muffin
 Smoked huon salmon, kale and caper tart **gf**
 Apricot, honey and olive oil breakfast buns
 Pumpkin, ricotta and pea frittata **v gf**
 Orange polenta cake **gf df**
 Apple, vanilla and cream cheese turnover **v**
 Orange and cinnamon honey buns
 Breakfast rice pudding with cinnamon baked plums **vgn df gf**
 Berry granola muffin
 Quince brulee tart **gf**

AFTERNOON TEA SELECTION

Anzac cookie
 Lemon and blueberry polenta slice **gf**
 Chocolate salted caramel popcorn brownie **gf**
 Mini Basque cheesecake **gf**
 Mini berry crumble muffins
 Classic lemon curd tart **gf**

Cardamon golden raisin scones
 Date and oat slice
 Blondies
 Courgette, goats cheese and pesto swirls
 Orange bee pollen cake **gf df**
 Peanut choc chip cookies
 Berry power bar **gf df vgn**

SANDWICH SELECTION

Roast beef with grilled onions, rocket and tomato jam, sourdough
 Smoked salmon omelette, caper remoulade on Turkish
 Tuna salad, pickled radish, dried tomato
 Roast lamb, artichokes, olive pesto on ciabatta
 Slow cooked lamb shoulder, beetroot pickle and kohlrabi
 Roast chicken waldorf on rye
 Shredded organic chicken, walnut and celery pillow
 Milanese salami, pimentos and herbed ricotta foccacia
 Bangalow ham, maffra cheddar and house pickle baguette
 Vegetable quinoa, hummus, roast aubergine, gluten free **v gf**
 Heirloom vegetable and ricotta spinach wrap **v**
 Baked eggplant parmigiana, olive ricotta **v**

SALAD SELECTION

Ancient grains with fresh herbs and sweet chilli ranch dressing **v**
 Barbecued pumpkin, red onion, chilli cous cous **v df**
 Barbecued baby carrot and feta salad, honey lemon dressing **v gf**
 Toasted organic quinoa with lemon tahini vinaigrette **vgn df gf**
 Shaved mushroom, parmesan and fennel with pine nuts **gf**
 Griddled little gems with avocado and bacon bits **gf**
 Garden greens salad with mustard vinaigrette **vgn df gf**
 Grilled broccoli with whipped feta and toasted cumin **v gf**
 Crushed butternut squash and butter bean salad **vgn df gf**
 Roast butternut squash, pomegranate and chickpeas **vgn df gf**
 Curly kale, mung bean and peanut slaw **v df gf**
 Crunchy kale and walnut salad, tahini maple dressing **v df gf**

CONFERENCE MENUS

by The Fresh Collective

HOT AND COLD FINGER FOOD

Sushi platters: freshly rolled sushi and nori rolls with dipping sauces **v gf df**

Mezze: middle eastern dips, falafel, stuffed vine leaves, lamb kofta **v gf df**

Vegan rice paper rolls, nahm jim vegan **gf df**

Puy lentil scotch eggs with radish mayonnaise

Mustard chicken drumettes **gf df**

Butternut squash and onion bhaji, mint aioli **v gf**

Cheddar, apple and piccalilli pasties **v**

Thai fish cakes, spicy chilli jam

Salmon fish cakes, sauce gribiche

Balinese beef satay, coconut chimichurri **gf df**

Pigs in blanket, black pepper pastry

Tandoori lamb meatballs, minted yoghurt **gf**

Lamb pie, cumin and sweet potato

Baked butternut and chickpea falafel with madras relish **vgn gf**

Sicilian meatballs, puttanesca sauce

Wild mushroom, potato and kale quesadilla **v**

Pulled pork and shrimp taco, peanut relish, pickled cucumber **gf**

Organic beef slider, Maffra cheddar, blush tomato

Ginger chicken slider, lime mayo

v = vegetarian vgn = vegan gf = gluten free df = dairy free

SAVOURY TARTS AND/OR FRITTATA SELECTION

All fillings are suitable for either tarts or frittata.

Barbecued broccoli, pea and ham tart **gf**

Smoked bacon, artichoke and hen's egg tart **gf**

Double smoked bacon and bitey cheddar tart **gf**

Ocean trout, dill and leek frittata **gf**

Feta, pumpkin and tarragon tart **v gf**

Potato, onion and sheep's curd tart **v gf**

Roast pear, gorgonzola and walnut tart **v gf**

Kipfler potato and smoked pork hash tart **gf**

Salt baked celeriac and aged gruyere frittata **v gf**

Kale, red pepper and goat's cheese frittata **v gf**

SOUP SELECTION

Roast vegetable minestra with risoni **v**

Maple roasted carrot, lentil, ginger and leek **vgn df gf**

Tuscan vegetable and borlotti bean **vgn df gf**

Barbecued corn and chickpea veloute **vgn df gf**

Roma tomato and fresh basil **vgn df gf**

Tandoori spiced red lentil soup **v**

Roasted pumpkin with walnuts **vgn df gf**

Roasted cauliflower and coconut soup **vgn df gf**

Leg ham and green pea soup **gf**

HOT DISHES SELECTION

Moroccan chicken tagine with aromatic cous cous

Barbecue satay chicken thighs **gf**

Szechuan chicken curry on fragrant sesame rice **gf df**

Persian saffron rice with spicy sausage and preserved lemon **gf**

Beef rendang on coconut rice with cucumber relish **gf df**

Dukkah crusted lamb with quinoa, aubergine and harissa **gf**

Curried lamb and apricot kebabs **gf df**

Lentil stew with homemade naan bread **vgn**

Barbecued curried whole cauliflower green mango chutney **vgn gf**

Penne pasta with roast tomato, aubergine, feta, baby spinach **v**

Layered vegetable lasagne with roasted tomato sauce **v**

COLD BUFFET SELECTION

Platters of thyme, lemon and garlic, roasted chicken **gf df**

Coconut and kaffir roast chicken with ginger dressing **gf df**

Teriyaki salmon in banana leaf **gf**

Charcutier selection with mustards and relish

Chicken baked in corn cob leaves with corn and potatoes **gf df**

Slow roasted greek lamb shoulder **gf df**

Moroccan mezze selection with homemade flatbreads

Honey and mustard glazed leg ham

Sides of sliced smoked salmon, accompaniments **gf**

Pork and chicken terrine **gf**



LUNCH & DINNER PRICING

LUNCH MENU

Two Course	130.0
Two course menu selection	
Premium beverage selection	
Table service two and a half hours	
Three Course	140.0
Three course menu selection	
Premium beverage selection	
Table service two and a half hours	

DINNER MENU

Deluxe three course	150.0
Three course deluxe	
Premium beverage selection	
Table service five hours	
Superior three course	170.0
Three course superior	
Premium beverage selection	
Table service five hours	

DINNER MENU BY MATT MORAN

Dinner by Matt Moran	220.0
Three canapes on arrival	
Three course alternate deluxe dinner	
Two side dishes	
Table service five hours	
Deluxe beverage package	

UPGRADES AND ADD ONS

Additional canapé (per item)	from 5.0
Alternate entrée, main, dessert (per course)	4.0
Side (per dish)	7.0
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

Minimum 50 guests
Venue hire is not included in the menu prices
Prices do not include gst
Sunday surcharge 10%, Public holiday surcharge 20%

LUNCH MENUS

by The Fresh Collective

ENTRÉE

Gin-cured huon salmon, radish, tropical lime caviar **gf**
 Torched bonito, cucumber pickle, macadamia and saltbush **gf**
 Warm duck bastilla, date-walnut freekeh,
 grilled radicchio, hung yoghurt
 Crispy pork belly, caramelised pineapple, bulldog sauce and
 acidic leaves **gf**
 Black Angus carpaccio, truffled artichoke, woodland herbs **gf**
 Burrata, olive crackling and heirloom vegetable escabeche **v gf**
 Goat's cheese brulee, heirloom beets, truffle dressing **v gf**

MAIN

Chermoula mullet, baby carrots, pencil leeks and lemon aioli **gf**
 Ricotta gnocchi, WA spanner crab, river herbs
 White soy chicken, dashi, spring onion and puffed quinoa **gf**
 Bannockburn chicken, lemon risotto, Moroccan chutney
 Cowra organic lamb, minted pea puree, parmesan polenta **gf**
 Braised riverland wagyu, green romesco and horseradish **gf**
 Grilled organic beef, wild mushroom cream and golden shallots **gf**

DESSERT

White chocolate and lemon myrtle pavlova, poached red fruits
 and rosella **gf**
 Salted caramel chocolate marquise, cocoa nib crackling
 Raspberry and lavender brulee tart, coconut rice **gf**
 Fresh fruit selection, banana caramel
 Selection of NSW award winning cheeses, quince paste,
 muscatels, lavoche, crackers

IN ADDITION

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

DELUXE DINNER MENUS

by The Fresh Collective

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 **gf df**
 Cape York barramundi, bonito ketchup, chips, leek ash **gf df**
 Palmer's Island mulloay, miso potato gratin, horseradish cream, umeboshi **gf**

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
 Selection of NSW award winning cheeses, quince paste, muscatels, lavoche and crackers

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 **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**

IN ADDITION

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

SUPERIOR DINNER MENUS

by The Fresh Collective

ENTRÉE

Bendele duck, mountain pepper, popped pulses, native plum **df gf**

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 **df**

Confit organic egg, soft polenta, parmesan crumble, truffle salsa **v gf**

Duo of Spencer Gulf prawn and ocean trout, green apple, pickled fennel **df**

MAIN

Bannockburn chicken, miso corn, nasturtium, potato paper **gf df**

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**

Slow braised wagyu, wattleseed onion bhaji, turmeric corn **gf**

Cape York barramundi, bonito ketchup, chips, leek ash **gf**

Palmer's Island mullet, miso potato gratin, horseradish cream, umeboshi **gf**

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 **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**

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



DINNER MENUS

by Matt Moran

Matt works with Fresh 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 New South Wales, which supplies beef and lamb to our restaurant and for events at the The Portrait Gallery.

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 Portrait 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 Gallery.

ENTRÉE

Stracciatella, roasted capsicum, salted lemon & oregano **df v**

Pecora goats curd, beetroot, rhubarb, sorrel **v**

Confit ocean trout, horseradish crème fraiche, finger lime **gf**

Seared scallops, sweetcorn & samphire **gf**

Cured duck, heirloom carrots, native citrus & smoked almond

Seared beef carpaccio, rocket gremolata, Reggiano **gf**

MA IN

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**

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, verbenia 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

TABLE SHARE MENU

House made focaccia, garden herbs, garlic, olive oil **vgn df**

Barra-masalata, vegetable chips **df**

Stracciatella, roasted capsicum, salted lemon & oregano **df v**

Citrus cured kingfish, cucumber, fingerlime & karkalla

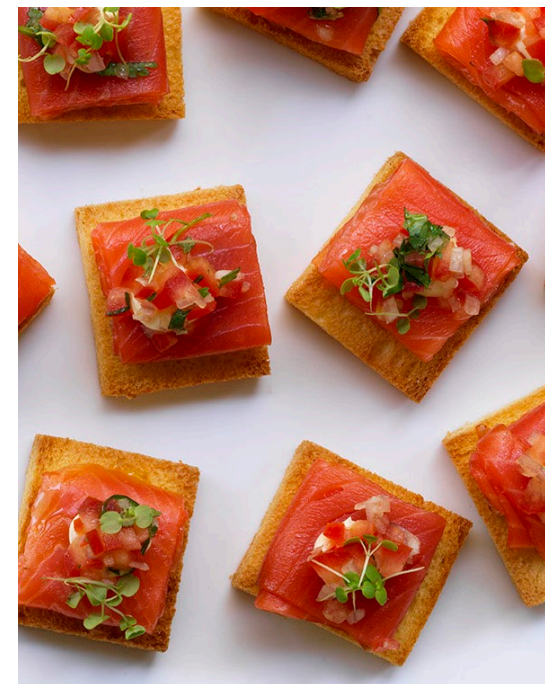
Roasted pumpkin, shiitake butter, home grown herbs **vgn gf df**

Bannockburn chicken, kipfler potatoes, brussel sprouts **gf**

Slow roasted lamb shoulder, beetroot, home grown mint **gf df**

Seasonal leaves, vinaigrette, olive oil **vgn gf df**

Pavlova, wattle seed mascarpone, crisp meringue, sour cherry & honeycomb **gf**



COCKTAIL PRICING

COCKTAIL PRICING

Two hour cocktail	85.0
Eight hot and cold canapés	
Premium beverage package	
Three hour cocktail	98.0
Six hot and cold canapés	
Two bite and bit or sliders	
Premium beverage package	
Four hour cocktail	125.0
Six hot and cold canapés	
Two bite and bit or sliders	
One gourmet plate / bowl	
Premium beverage package	
Five hour cocktail	150.0
Eight hot and cold canapés	
Two gourmet plate / bowl	
One dessert canapé	
Premium beverage package	

Minimum 50 guests
Venue hire is not included in the menu prices
Prices do not include gst
Sunday surcharge 10%, Public holiday surcharge 20%

MATT MORAN COCKTAIL PRICING

Cocktail by Matt Moran	102.0
8 cold and hot canapés	
2 hour duration	
Premium beverage package	
A little more by Matt Moran	125.0
8 cold and hot canapés, 2 bite and bit canapés	
3 hour duration	
Premium beverage package	
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	
4 hour duration	
Premium beverage package	

GRAZING TABLES

Only available in conjunction with cocktail party package	
Minimum 100 guests	
Oyster bar	14.0
Glazed ham table	16.0
Cheese table	16.0
Charcuterie and cheese table	25.0

LIVE ACTION STATION

Only available in conjunction with cocktail party package	
Minimum 100 guests (restrictions may apply)	
Paelleria	14.0
Suadero tacos	14.0
Yum cha	16.0
Seafood raw bar	28.0

UPGRADES AND ADD ONS

Additional canapé	6.0
Bit and a bite or slider	8.0
Gourmet plate / bowl from	14.0
Dessert canapé	6.0
Arrival cocktail from	15.0
Arrival glass of French Champagne	25.0
Deluxe beverage	upgrade price on request
Superior beverage	upgrade price on request

HOT & COLD CANAPÉS

COLD CANAPÉS

Smoked huon salmon on brioche toast, tomato and coriander salsa

Crab and mango rice paper rolls, nahm jim **gf * df**

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 **v**

Beetroot and goats cheese cigar, poppy seed dressing **v**

Truffled artichoke and holy goat's cheese cornet, olive crumbs **v**

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

HOT CANAPÉS

Chermoula spiced swordfish, prosciutto and orange dressing **gf df**

Cuttlefish arancini, moroccan lemon dressing

Ocean trout and soft herb cromesquis

Thai spiced crab cake, mango-daikon salsa *****

Balinese beef satays, coconut chimichurri *****

Bbq pork and plum spring roll, chilli jam

Yorkshire pudding, rare roasted beef, onion gravy

Chilli caramel pork belly, warm caramel and prawn fur **gf ***

Mini chicken mushroom and leek pie

Mini lamb pie, minted pea mash

Sicilian meatballs with puttanesca sauce

Baby baked potato with heidi gruyere and horseradish **v gf**

Coriander and corn fritter, chilli caramel **v gf**

Crispy fried baby beetroot with mustard crème **v gf**

Mini thai style pumpkin, spinach and pinenut pie **v gf**

Petit pea, truffle and buffalo mozzarella arancini **v**

Swiss brown, truffle and grana padano arancini **v ***

Warm double baked goat's cheese soufflé, hazelnut sauce **v gf**

BITE & 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 and sriracha aioli

Chicken shawarma with sumac pickles and smoky aubergine

Pulled chicken soft roll with house pickles and buttermilk ranch dressing

Pulled pork and shrimp tortillas, peanut relish, cucumber and pineapple

Soft tortillas with shredded david blackmore beef brisket, crispy pickles

Field mushroom, olive and taleggio pizza **v**

Goat's cheese, caramelised onion and fire roasted pepper quesadilla **v gf**

Haloumi skewer, grilled courgette, cherry tomato and mint gremolata **v gf**

Wild mushroom, kale and goat's cheese pizza, truffle oil **v**

HOT & COLD CANAPÉS

SLIDERS

Aussie slider: beef, tomato chilli relish, beetroot, cheese, pineapple

Broadbean falafel slider, house pickles, hummus, labne **v**

Chicken schnitzel slider with bacon, maffra cloth cheddar

Eggplant parmy slider, greek salad condiment, spicy relish **v**

House corned beef po boy, american mustard, sauerkraut

Wagyu beef slider, tomato chilli relish, cheese, lettuce

GOURMET PLATES

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, crushed potatoes, caper tarragon remoulade **gf**

Peking honey roasted duck, egg fried rice, hoisin sauce

Popcorn shrimp spicy aioli, chilli and nori spice

Slow cooked atlantic salmon, alouettes potatoes, sauce vierge **gf**

Sumac crusted beef salad with chilli jam, chickpeas, olives and eggplant **gf**

Beef masala with coconut rice **gf**

GOURMET BOWLS

Bangers and mash: gourmet chipolata, truffle mash, onion gravy **gf**

Beef chilli, chipotle salsa, sour cream and tortilla crisps

Caramelised root vegetable and saffron ravioli, broad beans and 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, fragrant rice, peanut sambal and 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**

Cheese platters:
Selection of artisanal cheese platters with quince, lavosh and crackers



COCKTAIL MENUS

by Matt Moran

Matt Moran, the culinary advisor to Crafted by Matt Moran is the Gallery's signature restaurant. Matt works with Fresh 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 New South Wales, which supplies beef and lamb to our restaurant and for events at the Gallery.

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 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, seabago 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**

HOT CANAPÉS

Grilled dengaku skewer, sesame **vgn**
 Pumpkin & persian feta filo, hempseed **v**
 Sweet potato scallop, romesco, grilled peppers **vgn**
 Spanner crab & corn arancini, confit garlic aioli
 Grilled WA octopus skewer, nduja vinaigrette **gf df**
 Seared scallop, cauliflower, dashi burnt butter **gf**
 Grilled chicken skewers, cashew satay **gf df**
 Spiced lamb & preserved lemon croquette, mint yoghurt

BITE AND BIT

Tempura baby sweet corn taco, slaw & chilli relish **gf vgn**
 Miso & marmalade glazed Ora king salmon skewer, lime **df**
 Cold Smoked salmon pastrami bruschetta, crème fraiche & sweet peas
 Gruyere gougere, mortadella, tomato relish
 Pork belly boa, carrot, coriander, wasabi kewpie **df**
 Angus beef cheeseburger slider

SUBSTANTIAL

Silken tofu Thai noodle salad, Vietnamese mint, shiso **vgn gf**
 Slow roasted pumpkin risotto, sage, hazelnut, burnt butter **gf v**
 Kingfish Poke, seasoned rice, furikake, avocado **gf df**
 Crumbed prawn taco, pickled red cabbage, pineapple relish **gf**
 Beer battered fish & chips, dill tartare **df**
 Crispy chicken, crudites, hot sauce & ranch **df**

SWEETS

Passionfruit cheesecake cones
 Wattle seed Macaroons **gf**
 Apple & cinnamon Choux Buns
 Compressed watermelon, elderflower gel **vgn**
 Rum & raisin chocolate truffles **gf**
 Raspberry Meringue kisses **gf df**



GRAZING & 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 wines – select one

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

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
Belvedere 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

