



Conference Pack



Welcome



Welcome to the Kelvin Hotel Invercargill, located in the CBD with free parking and just an eight minute drive from the airport.

Our air-conditioned purpose-built conference rooms are well equipped to cater for your next meeting, dinner, conference or family get-together in comfort and style. Our five versatile function spaces provide a tasteful, relaxed ambience and can be configured for interviews, training seminars, boardroom meetings, banquet settings, and almost anything in-between. Designed to cater for small to medium groups, from 3 to 150 theatre style, or up to 140 banquet style, no set-up is too big, too small or too difficult.

Versatile, with a team dedicated to making every event a success, the Kelvin Hotel also boasts a conference venue like no other in Invercargill. Offering abundant natural light, panoramic views of our city and picturesque scenery beyond, the 6th floor venue is our crown jewel.

For your out of town conference attendees, the Kelvin Hotel offers 60 well-appointed hotel rooms and suites. Affordable catering and accommodation packages are available upon request. When planning your catering we offer different solutions plus, we can easily tailor make menus to suit dietary requirements and your budget.

The hotel's on-site Level One Restaurant and lounge bar serves delicious meals plus a range of New Zealand Wines & Invercargill's largest range of draught Craft beers daily.

With an experienced team dedicated to exceeding your expectations, relax knowing that your function or conference will be well looked after from conception to completion. Our conference team will work diligently to ensure your event is successful and memorable.

To arrange an appointment to view our rooms or discuss options, please contact:

James Botting
Kelvin Hotel
Functions Manager

Alice Cunningham
Kelvin Hotel
Functions Coordinator

Phone (03) 218 2829
Email functions@kelvin.ilt.co.nz



Room Configuration



Room Name	Dimensions	Theatre	Classroom	U-Shape	Cabaret (6PPL)	Boardroom	Buffet	Served	Cocktail	
6TH FLOOR		140	80	30	60	40	140	150	180	
BOARDROOM		25	16	18	N/A	20	N/A	N/A	N/A	
ESK ROOM		20	8	14	N/A	16	N/A	N/A	N/A	
LEVEL 1 CONF		30	12	18	N/A	20	N/A	N/A	90	
MAIN DINING		Lunch & dinner only						50		
HOKONUI		Suitable for interviews/small meetings of up to 6 people								

Room Hire fees are determined based on your total function package.



Function Equipment

PRICED PER DAY



GENERAL

Data Projector and Screen	\$60.00
Whiteboard with Pens and Duster	\$10.00 per board
Flipchart and Pens	\$25.00 per pad
Conference Phone	\$35.00
Electronic Whiteboard	\$30.00
Flat Screen Television	\$40.00
Laser Pointer	\$10.00 + \$50.00 bond
Pads and Pens	\$2.00

SOUND EQUIPMENT - \$60

In House system with 1x Microphone

Choose from below:

- Lapel microphone
- Handheld microphone
- Lectern and microphone
- Corded microphone
- Portable speaker system

Additional equipment @ \$20.00 per item

STAGING

Stage low dais: Height 24cm - 0.9m x 1.8m

Parquet dance floor sections 1m x 1m

Dietary Requirements – please let us know in advance and we can cater for these separately. All prices include GST and are guaranteed till 1st April 2020



Breakfast



PRIVATE DINING AREAS AVAILABLE - (ADJACENT TO THE RESTAURANT)

Full breakfast	\$24.50
Cooked buffet	\$19.00
Continental buffet	\$16.50

A la Carte breakfast menu available for groups or business meetings

ON ARRIVAL/AVAILABLE ALL DAY – EARLY MORNING KICK START

Freshly brewed tea and coffee	\$3.00 <i>per person per break</i>
Flasks of tea and coffee	\$13.50 <i>per litre</i>

UPGRADE

Espresso coffee machine	\$5.00 <i>per person per break (20max numbers)</i>
Orange Juice - 1ltr	\$9.00 <i>per carafe</i> \$2.50 <i>per glass</i>
Cranberry, Apple or Grapefruit -1ltr per carafe	\$11.00 <i>per carafe</i> \$3.50 <i>per glass</i>
Seasonal fruit bowl or platter	\$3.00 <i>per person/break</i>

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Morning & Afternoon Tea PRICED ON CONSUMPTION



Orange juice - 1ltr **\$9.00**

Cranberry, Apple or Grapefruit - 1ltr **\$11.00**

\$3.00 PER PERSON - *Tea and coffee*

\$6.00 PER PERSON - *Includes tea and coffee and assorted biscuits*

\$7.00 PER PERSON

- *Includes tea and coffee and a choice of one of the below:*

- Fresh baked sweet or savoury muffins with whipped butter
- Sweet scones with jam and cream
- Savoury scones with pesto butter
- Selection of slices
- Assorted cakes
- Assorted danish pastries
- Fresh fruit slices
- Whole fresh fruit
- Chocolate brownie

\$8.00 PER PERSON

- *Includes tea and coffee and a choice of one of the below:*

- Assorted savouries with tomato chutney
- Sausage rolls with tomato relish
- Assorted club sandwiches
- Gourmet mousetraps
- Crumbed fish goujons with tartare sauce and lemons
- Individual bacon and egg quiches with tomato chutney

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Lunch Selection



\$16.50 PER PERSON - Includes tea and coffee

LUNCH 1

Club sandwiches
Assorted savouries
Selection of slices

LUNCH 2

Assorted filled wraps
Sausage rolls
Assorted cakes

LUNCH 3

Assorted filled rolls
Tandoori coated chicken drumsticks
Assorted savouries

LUNCH 4

Assorted club sandwiches
Crumbed fish goujons, tartare sauce and lemon
Gourmet mousetraps

\$20.00 PER PERSON - Includes tea and coffee

LUNCH 1

Assorted club sandwiches
Assorted savouries
Tandoori coated chicken nibbles
Chocolate brownie

LUNCH 2

Assorted filled wraps
Sausage rolls
Bacon and egg pie
Fresh fruit slices

LUNCH 3

Assorted filled rolls
Cajun coated chicken drumsticks
Assorted savouries
Assorted cakes

LUNCH 4

Assorted club sandwiches
Crumbed fish goujons, tartare sauce and lemons
Bacon and egg pie
Selection of slices

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Lunch CONTINUED



\$22.00 PER PERSON - Includes tea and coffee

LUNCH 1

Carved roast of the day
Seasonal vegetables
Selection of slices

LUNCH 2

Roast vegetable and feta frittata
Broccoli salad, with red onion, toasted almonds
and cranberries
Fresh fruit slices

LUNCH 3

Beef lasagne
Traditional coleslaw
Assorted cakes

LUNCH 4

Bacon and egg pie
Potato salad with crispy bacon, spinach and spring
onions
Savoury scones with pesto butter

LUNCH 5

Pumpkin and spinach lasagne
Mediterranean pasta salad
Fresh fruit slices

\$26.00 PER PERSON - Includes tea and coffee

LUNCH 1

Carved roast of the day
Seasonal vegetables
Mixed garden salad
Selection of slices

LUNCH 2

Butter chicken with fragrant rice
Assorted club sandwiches
Broccoli salad with red onion, toasted almond &
cranberries
Fresh fruit slices

LUNCH 3

Beef bourguignon with basmati rice
Sausage rolls
Traditional coleslaw
Assorted cakes

LUNCH 4

Bacon and egg Pie
Assorted club sandwiches
Potato salad with crispy bacon, spinach, spring onions
Selection of slices

LUNCH 5

Pumpkin and spinach lasagne
Cajun chicken drumsticks
Mediterranean pasta salad
Fresh fruit slices

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Dinner Options



DINNER

All dinner buffet options are inclusive of tea and coffee and whipped cream

\$36.00 PER PERSON

DINNER 1

Bread rolls and butter
Mustard and apple glazed ham served with a sweet apple sauce
Roast seasonal vegetables
Steamed seasonal vegetables with parsley pesto
Beetroot salad with feta, sunflower seeds and cherry tomatoes
Broccoli salad with red onion, toasted almonds and cranberries

Traditional Pavlova

DINNER 2

Bread rolls and butter
Slow roasted beef rump served with whipped horseradish cream
Creamy potato gratin
Broccoli with toasted almonds, parmesan cheese
Coleslaw
Garden salad

Apple and raspberry crumble with vanilla custard

\$41.00 PER PERSON

DINNER 1

Bread Rolls and butter
Mustard and apple glazed ham served with a sweet apple sauce
Slow roasted ribeye sliced with mushrooms and silver beet served with a béarnaise sauce
Roasted gourmet potatoes in garlic and rosemary
Steamed seasonal vegetables with parsley pesto
Salmon potato salad with capers, dill dressing
Traditional coleslaw

Chocolate brownie • Mixed berries

DINNER 2

Bread rolls and butter
Slow roasted beef rump with whipped horseradish cream
Chicken breast with broccolini served in a herb and garlic cream sauce
Roasted seasonal vegetables
Broccoli with toasted almonds and parmesan cheese
Garden salad
Potato salad with crispy bacon, spinach and spring onions

Apple and raspberry crumble served with vanilla custard
Vanilla bean ice cream

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Dinner Options CONTINUED



\$41.00 PER PERSON - *continued*

DINNER 3

Bread rolls and butter
Lamb leg with garlic and rosemary served with mint jelly
Chicken thighs roasted in tomato, olives, capsicum and fresh herbs
Roasted gourmet potatoes in garlic and rosemary
Glazed carrots with sundried tomatoes
Mediterranean pasta salad
Roasted vegetable salad with spinach and quinoa

Traditional pavlova • Fruit salad

DINNER 4

Bread rolls and butter
Slow roasted pork shoulder with apple puree
Lamb shanks braised in tomato and thyme
Crushed potatoes in a garlic cream sauce
Roasted pumpkin and kumara with a pistachio crumb
Beetroot salad with feta, sunflower seeds and cherry tomatoes
Broccoli salad with red onion, toasted almonds and cranberries

Sticky date pudding with butterscotch sauce
Vanilla bean ice cream

\$46.00 PER PERSON

DINNER 1

Bread rolls and butter
Mustard and apple glazed Ham served with a sweet apple sauce
Slow roasted ribeye sliced with mushrooms and silverbeet in a béarnaise sauce
Chicken thighs roasted with tomato, olives, capsicum and fresh herbs
Roasted pumpkin and kumara with a pistachio crumb
Crushed potatoes with garlic cream sauce
Garden salad
Traditional coleslaw

Chocolate gateaux • Mixed berries • Fruit salad

DINNER 2

Bread rolls and butter
Slow roasted beef rump with whipped horseradish cream
Market fish in a green curry sauce with saffron rice
Lamb foreshanks braised in tomato and thyme
Creamy potato gratin
Glazed carrots with sundried tomatoes
Broccoli salad with red onion, toasted almonds and cranberries
Roast vegetable salad with spinach and quinoa

Chocolate brownie • Traditional pavlova • Mixed berries

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Dinner Options CONTINUED



\$46.00 PER PERSON - *continued*

DINNER 3

Bread Rolls and butter
Lamb leg with garlic and rosemary, served with mint jelly
Slow braised beef cheeks with a creamy spinach mash
Chicken thighs roasted with tomato, olives, capsicum and fresh herbs
Gourmet potatoes roasted with garlic and rosemary
Broccoli with toasted almonds and parmesan cheese
Beetroot salad with feta, sunflower seeds and cherry tomatoes
Mediterranean pasta salad

Sticky date pudding with a butterscotch sauce
Blueberry cheesecake • Vanilla bean ice cream

DINNER 4

Bread Rolls and butter
Slow roasted pork shoulder with apple puree
Salmon darns with charred fennel and salsa verde
Chicken breast with broccolini served in a herb and garlic cream sauce
Roasted seasonal vegetables
Steamed seasonal vegetables in a parsley pesto
Potato salad with crispy bacon, spinach and spring onions
Garden salad

Traditional Pavlova
Apple and raspberry crumble with vanilla custard
Fruit salad

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Dinner Options CONTINUED



\$54.00 PER PERSON

DINNER 1

Bread Rolls and butter
Mustard and apple glazed Ham with a sweet apple sauce
Slow roasted ribeye sliced with mushrooms and sliver beet with a béarnaise sauce
Chicken breast and broccolini served with a garlic and herb cream sauce
Gourmet potatoes roasted in garlic and rosemary
Roasted seasonal vegetables
Steamed seasonal vegetables with parsley pesto
Beetroot salad with feta, sunflower seeds and cherry tomatoes
Mediterranean pasta salad
Broccoli salad with red onion, toasted almonds and cranberries

Apple strudel with anglaise
Chocolate brownie
Mixed berries
Strawberry cheesecake

DINNER 2

Bread Rolls and butter
Slow roasted beef rump with whipped horseradish cream
Salmon darns with charred fennel bulbs, salsa verde and mayonnaise
Lamb shanks braised in tomato and thyme
Potatoes crushed with a garlic cream sauce
Roasted pumpkin and kumara with a pistachio crumb
Broccoli with toasted almonds and parmesan cheese
Garden salad
Potato salad with crispy bacon, spinach and spring onions
Traditional Coleslaw

Apple and raspberry crumble with vanilla custard
Fruit salad
Vanilla bean ice cream

A soup or seafood chowder can be added to any buffet either as a buffet item or served to each guest at the tables

Additional charges will apply

OPTIONAL STARTER PLATTERS

Breads & Dips	\$4.00 per person
Antipasto Platter	\$9.50 per person

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Dinner Options CONTINUED



\$54.00 PER PERSON

DINNER 3

Bread Rolls and butter
Mustard and apple glazed Ham with a sweet apple sauce
Slow roasted ribeye sliced with mushrooms and sliver beet with a béarnaise sauce
Chicken breast and broccolini served with a garlic and herb cream sauce
Gourmet potatoes roasted in garlic and rosemary
Roasted seasonal vegetables
Steamed seasonal vegetables with parsley pesto
Beetroot salad with feta, sunflower seeds and cherry tomatoes
Mediterranean pasta salad
Broccoli salad with red onion, toasted almonds and cranberries

Apple strudel with anglaise
Chocolate brownie
Mixed berries
Strawberry cheesecake

DINNER 4

Bread Rolls and butter
Slow roasted beef rump with whipped horseradish cream
Salmon darns with charred fennel bulbs, salsa verde and mayonnaise
Lamb shanks braised in tomato and thyme
Potatoes crushed with a garlic cream sauce
Roasted pumpkin and kumara with a pistachio crumb
Broccoli with toasted almonds and parmesan cheese
Garden salad
Potato salad with crispy bacon, spinach and spring onions
Traditional Coleslaw

Apple and raspberry crumble with vanilla custard
Fruit salad
Vanilla bean ice cream

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Canapes



TRAY SERVICE

\$2.80 per Item *(min of 10 item)*

- Mini beef burgers with caramelised onion
- Blini's with cold smoked salmon, citrus crème fraiche and fried capers
- Roasted beef on horseradish toast
- Sundried tomato hummus on pita bread with olive oil, garlic and rock salt
- Tempura prawns with smoked paprika aioli
- Crumbed blue cod bites with tartare sauce
- Panko and herb crumbed chicken tenders with cranberry salsa
- Pork belly with a pea puree, apple sauce and pork crackle
- Sweetbread croquettes with a plum sauce
- Bruschetta with fresh tomato and basil
- Arancini balls with pumpkin, feta and powdered parmesan cheese

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Platters



ANTIPASTO PLATTER - \$75.00

Assortment of cheeses, meats, pickles and condiments with toasted bread and crackers

BREADS AND DIPS - \$30.00

Assorted Breads and Dips of the day

SEAFOOD PLATTER - \$75.00

Smoked Salmon, steamed mussels, battered fish bites, tempura prawns, crumbed calamari, crumbed mussels with fries, tomato and tartare sauce

FRIED SEAFOOD - \$65.00

Battered fish bites, crumbed calamari, tempura prawns, crumbed mussels with fries tomato and tartare sauce with fries, tomato and tartare sauce

DEEP FRIED PLATTER - \$45.00

Chicken Nuggets, fish bites, samosas, spring rolls, prawn twisters with fries tomato and tartare sauce

SAVOURY SELECTION - \$40.00

25 Assorted savouries with a tomato relish

ASSORTED CLUB SANDWICHES - \$95.00

40 Assorted club sandwich fillings

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