



Barons Dining Pty Ltd / 52 Bridge Street, Sydney, NSW 2000 / ABN 35 683 707 628

Event name: Barons - Contentsquare

Date: Wednesday, May 6, 2026

Company: Contentsquare

Time: 6:00 PM - 12:00 AM

Event type: Corporate dinner

Location: Offsite

Organiser contact: Mireia Peris

Guests: 25

Phone: 0420 343 318

Guaranteed guest count: 20

Email: mireia@headboxaustralia.com

Menu: \$125 Petit Banquet

Event Manager: Emily Towson

Beverages: Charged on consumption

Phone: 02 9221 3555

Service fee: 10% service charge applied to your final bill

Email: emilyt@swillhouse.com

Minimum spend: A\$3,000.00 on food & beverages + 10% service charge

Point of contact on the day: Jean-Christophe Pitie

DETAILS TO BE CONFIRMED

*PLEASE NOTE: All event details **MUST** be confirmed by Mireia Peris with Emily Towson within these specified timeframes below.*

Food & Beverage

- Final menu and beverage selections must be confirmed no later than **5 business days** prior to the event.
- All dietary requirements and final guest numbers must be submitted at least **2 business days** in advance.

The Room

- Table arrangement preferences must be communicated at least **2 business days** prior to the event.
- Any additional items, such as props, florals, or third-party setups, must be delivered on the **day of the event**, at a time coordinated and approved by your Event Manager.

Lights, Camera, Action

- All external entertainment must be approved by the venue no later than **3 business days** before the event.

While we will make every effort to accommodate requests, adhering to the specified timeframes is essential to ensure a seamless and professionally executed event. Requests or any alterations submitted outside of these timeframes will be subject to venue discretion and cannot be guaranteed.

SETUP

Table configuration:

2 X long tables

***Any items left in-venue will be disposed of after 48 hours if not collected**

RUNNING ORDER

To be confirmed by Mireia:

TIME	ACTIVITY
TBC	Organiser's arrival
TBC	Guest arrival time
TBC	Scheduled formalities <i>We suggest scheduling your formalities at the beginning of your event</i>
TBC	Food service start <i>Please note: we allow 2.5 to 3 hours to serve the banquet</i>
TBC	Conclusion of event
12:00am	All guests must have departed the venue

KITCHEN NOTES

Dietary requirements:

To be confirmed by Mireia 5 days prior to your event

Food service start:

To be confirmed by Mireia

FOOD

Qty		Price	Total
25	BARONS CLASSIC BANQUET \$125 PER PERSON	A\$125.00	A\$3,125.00
	AP Fenugreek Sourdough with Barons Butter Hay-smoked trout with Gentleman's Relish Scotch egg with Roman bean chutney		
	Roast chicken and gravy add Stockyard bone in sirloin \$20 per person		
	Thick cut chips Bitter lead salad with salad cream		
	Strawberries and cream		
			Total A\$3,125.00

AV/ SPEECHES

To be confirmed by Mireia

Billing

Deposit:

\$1500 deposit is required to secure the event

Balance payment terms:

Any balance to be paid by cash or credit card at conclusion of the event.

Contact to finalise bill payment:

Mireia to confirm

	Total
Food	A\$3,125.00
Beverages charged on consumption	A\$0.00
Service charge: 10% applies to the final bill	A\$0.00
Subtotal	A\$3,125.00
Food & Beverage minimum spend	A\$3,000.00 Total -A\$3,000.00 Met
Deposit (Due 12/2/2026)	Unpaid A\$1,500.00
Estimated total of fixed costs	A\$3,125.00
Balance due	A\$3,125.00



Barons Dining Pty Ltd / 117 Macquarie Street, Sydney, NSW 2000 / ABN 35 683 707 628

TERMS & CONDITIONS

EVENT CONFIRMATION

Barons Restaurant Terms & Conditions form must be completed, signed and returned to us *within 48 hours* with the specified deposit to ensure your booking is confirmed.

DEPOSIT

Should you wish to process your deposit via Electronic Funds Transfer (EFT) remittance must be sent through to the Events Manager with a signed Event Agreement, and remittance must specify the reservation name. A 50% deposit (of minimum spend requirement) must be given at the time of confirmation. If the deposit is not received by the due date, the booking will be cancelled.

CANCELLATION

All cancellations are to be made in writing. In the event of a cancellation, postponement or transfer of the event date the following cancellation policy applies: for Whole Venue hire within 90 days' notice from the function date, 100% of the deposit will be retained; for any event under 20 guests: within 7 days of function date, 100% of the deposit will be retained; any event for 20 guests and over: within 14 days of function date, 100% of the deposit will be retained.

MINIMUM SPEND

Barons Restaurant reserves the right to enforce the specified "minimum spend" by way of "room hire" should an event fall short of the agreed amount. For exclusive venue hires our payment policy requires that the remaining 50% minimum spend be paid 7 working days (Monday to Friday) prior to your function. The outstanding balance is to be settled on the day of your function.

MINIMUM NUMBERS

Room hire charges apply should your final guest numbers not reach our minimum guest requirements.

FINAL NUMBERS

Guaranteed numbers are required *5 working days prior to the event*. Costs will apply to guaranteed minimum numbers, or the final head count, whichever is greater. The total bill for the booking is to be paid in full at the completion of your meal. The service charge is not included in the minimum spend. All accounts need to be settled at the conclusion of the event. Personal/company cheques will not be accepted.

PRICE VARIATIONS

Prices quoted here may change at Barons Restaurant discretion and without notification.

BEVERAGE SELECTION

Wine availability and vintage are subject to change without prior notice.

FINAL PAYMENT

All outstanding accounts MUST be paid on the day of the event or at the conclusion of the event by cash or credit card. Barons Restaurant does not provide invoices for final payment post-event.

SERVICE CHARGE

For all group bookings, a 10% service charge is applied to your final bill. The total bill for the booking is to be paid in full at the completion of your meal. The service charge is not included in the minimum spend. All prices quoted are inclusive of GST.

SURCHARGE

Please note, a 10% surcharge will be added to all bills on Sundays and 15% on all Public Holidays.

PAYMENT SURCHARGE

Credit card and debit card surcharges apply for all transactions.

DAMAGES

The client is financially liable for any damage to restaurant property, fixtures or fittings whether sustained by their own actions, or through the actions of their guests, contractors or sub-contractors. Nothing is to be nailed, screwed or stapled to the walls, doors or other surfaces which are part of the restaurant.

INSURANCE / LOST PROPERTY

Barons Restaurant accepts no responsibility for damage or loss of merchandise, equipment or personal articles left in the venue during or after a function. Items left at Restaurant Hubert post-event will be kept at the venue for a maximum of 48 hours, after which the items will be disposed of.

COVID-19

If Restaurant Hubert is forced to close due to Covid-19 restrictions, we will refund 100% of your deposit.

This section reserved for staff signature

Client Signature Signed by: 18 February 2026

Jean-Christophe Pitie

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CREDIT CARD AUTHORISATION

Credit Card Authorisation Form

Electronic Signature

Signed by: 18 February 2026
Jean-Christophe Pitie
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