

THE UGLY



DUCKLING

FUNCTION PACK

PACKAGES

SMALL GATHERINGS - 10 TO 20 GUESTS

Our popular front bar space is best suited for groups of 10-20 guests in the evening. Guests can pay-as-they-go over the bar. Best suited for after-work gatherings, birthday drinks and casual celebrations.



AFTERNOON FUNCTIONS - UP TO 60 GUESTS

Not quite lunch or dinner, we can host your afternoon event exclusively in our venue with a pay-as-you-go option (minimum spend), or a tailored drinks package. Ideal for hens parties, birthdays, and bridal showers.



EVENING PARTIES - UP TO 60 GUESTS

Go all out and book the entire venue (front bar and atrium) for a night your guests will never forget. Our beautiful venue is perfect for a milestone event, engagement or corporate function..





S M A L L G A T H E R I N G S

THE FRONT BAR - 10 TO 20 GUESTS

The front bar features two large bench tables allowing for up to 10 seated or up to 20 standing. It's perfect for after work gatherings, birthday drinks or casual celebrations.

AVAILABILITY

The front bar is available for bookings any night of the week during our open hours.

BOOKING DURATION

As part of your booking, you'll have use of the front bar tables for the booking duration. Bookings duration is 2.5hrs for bookings made from 5pm to 8pm and bookings from 8.30pm onwards will have the space until later in the evening or until your guests depart.

FRONT BAR DETAILS

As this is not a private space, we do not allow any decorations, speeches or presentation. Cakes are also not permitted to be brought in.

BEVERAGE OPTIONS

With close proximity to the bar guest can pay individually for drinks from the bar or set up tabs. our full cocktail and wine list is available to order from at bar prices. You can pre-order cocktails for your guests from our drinks menu if you like.

FOOD OPTIONS

A selection of share plates are available from the bar menu, orders can be placed on the night at the bar with no minimum spend.

AFTERNOON DRINKS

FOR UP TO 60 GUESTS

Perfect for when it's not quite lunch or dinner, our light-filled venue is the ultimate space for afternoon drinks that will impress and delight. Ideal for hens parties, birthdays, teas and showers. Enjoy the privacy and intimacy of our venue with your guests.

AVAILABILITY

The afternoon time slot is available each day from between 12pm - 6pm. Guests depart by 6.30pm.

VENUE HIRE

Monday - Friday	\$350
Saturday - Sunday	\$500

MINIMUM SPEND

The minimum spend is based on drinks-only for up to four hours with additional hours charged at \$250 per hour. Meet the minimum spend through our beverage options.

Tuesday - Friday	\$2,000
Saturday & Sunday	\$2,500

BEVERAGE OPTIONS

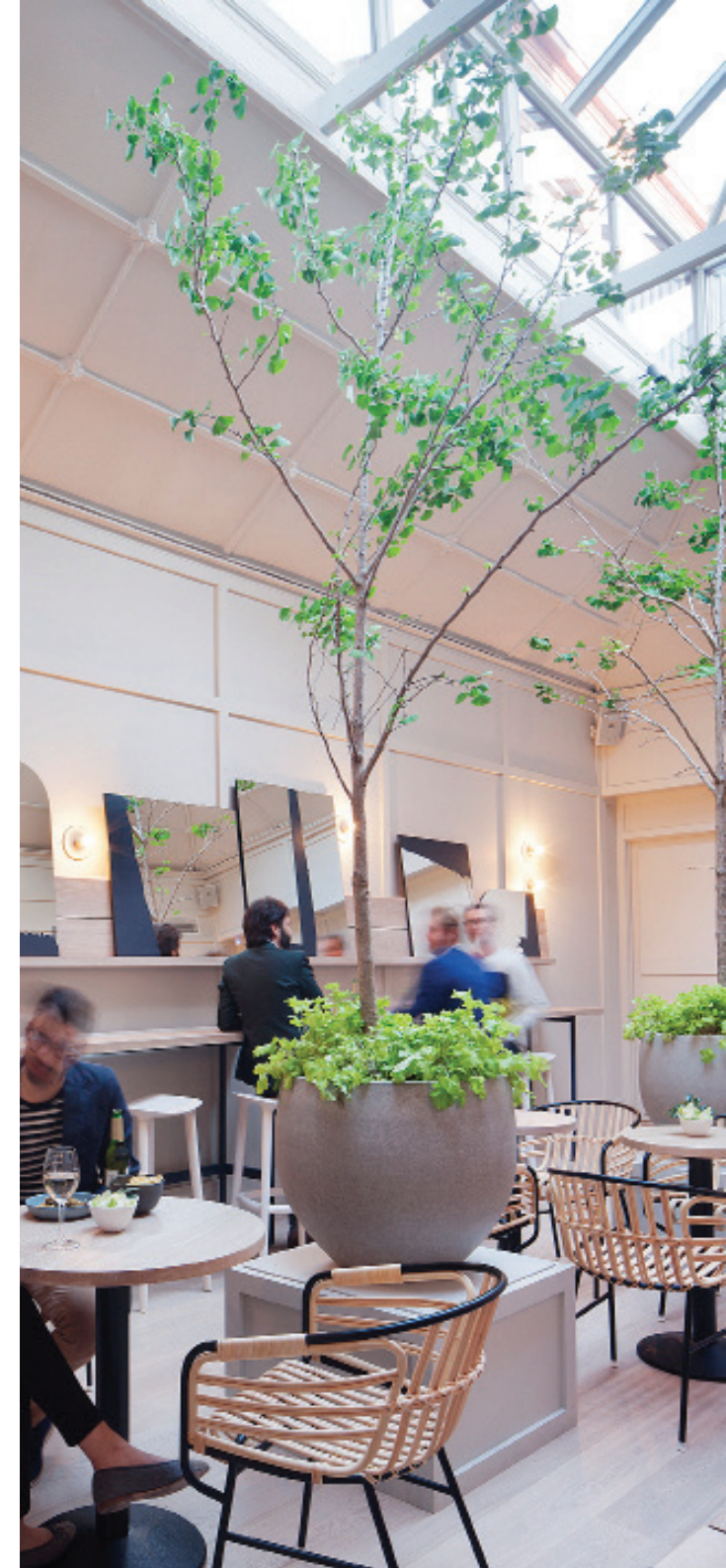
Choose between:

- A pay-as-you-go option, allowing your guests to order from our full cocktail, wine and drinks menu.
- A bar tab by you, select an amount to cover the costs for your guests.
- A per head all inclusive beverage package.

See the beverage options on following pages for per head costs and pre-order cocktail option.

FOOD OPTIONS

You can add optional food from our grazing table menu. Food options are not part of the minimum spend and are charged on top of your beverage spend and venue hire.





EVENING PARTIES

FOR 60 GUESTS

The title says it all—you get exclusive hire of the entire venue. Making use of both the front bar and atrium, your guests will never forget your event at The Ugly Duckling.

AVAILABILITY

Exclusive venue hire is available from 5pm for up to six hours until 12am on any night of the week.

VENUE HIRE

Sunday to Thursday	\$500
Friday to Saturday	\$1,000

MINIMUM SPEND

The minimum spend is based on drinks-only. Meet the minimum spend through our beverage options.

Sunday to Thursday	\$2,000
Friday to Sunday	\$6,000

BEVERAGE OPTIONS

Choose between:

- A pay-as-you-go option, allowing your guests to order from our full cocktail, wine and drinks menu.
- A bar tab by you, select an amount to cover the costs for your guests.
- A per head all inclusive beverage package.

See the beverage options on following pages for per head costs and pre-order cocktail option.

FOOD OPTIONS

You can add optional food from our canape & grazing table menu. Food options are not part of the minimum spend and are charged on top of your beverage spend and venue hire.

FOOD OPTIONS

GRAZING TABLE

Our grazing table includes a varieties of cheese, charcuterie and preserved vegetables, fresh bread, fruits, dips, crackers & more.

Ideal for groups of upto 45 people, for larger parties order a combination of the grazing table and canapes items.

Set up and fully styled \$1,200 (based on 45 guests)





BEVERAGE OPTIONS

BAR MENU

Our regular drinks menu is available during functions if you prefer a pay-as-you-go option or just a bar tab. All drinks will be priced at our regular menu prices.

BEVERAGE PACKAGE

3 hour duration \$75 per person

4 hour duration \$85 per person

5 hour duration \$95 per person

Includes Prosecco, rose, two white & red wines by the glass, beers on tap and non alcoholics.

ADD-ONS

Basic spirits \$15 per person

Champagne priced as per our regular menu

PRE-ORDER COCKTAILS

The perfect option for arrival drinks.

Espresso Martini

Vodka, coffee, coffee liquor, white cacao

Aperol Spritz

Aperol, prosecco, soda

Cosmopolitan

Vodka, triple sec, cranberry & lime juice

Negroni

Gin, Campari, vermouth

Southside

Gin, mint, lime juice

French 75

Gin, lemon, sparkling wine

Margarita

Tequila, lime, triple sec

Pre-order cocktail prices;

1 - 14 cocktails \$20 each

15 - 29 cocktails \$19 each

30 - 44 cocktails \$18 each

45 or more cocktails \$17 each

IMPORTANT INFORMATION

CONFIRMATION AND DEPOSIT

To confirm your booking, we require a \$1,000 non-refundable deposit, during December full min spend is required as deposit.

VENUE ACCESS AND PACK DOWN

We allow access for up to one hour prior to the event start time to set up catering / décor, and, 30 minutes after the event conclusion to pack down and remove personal items.

GETTING THERE

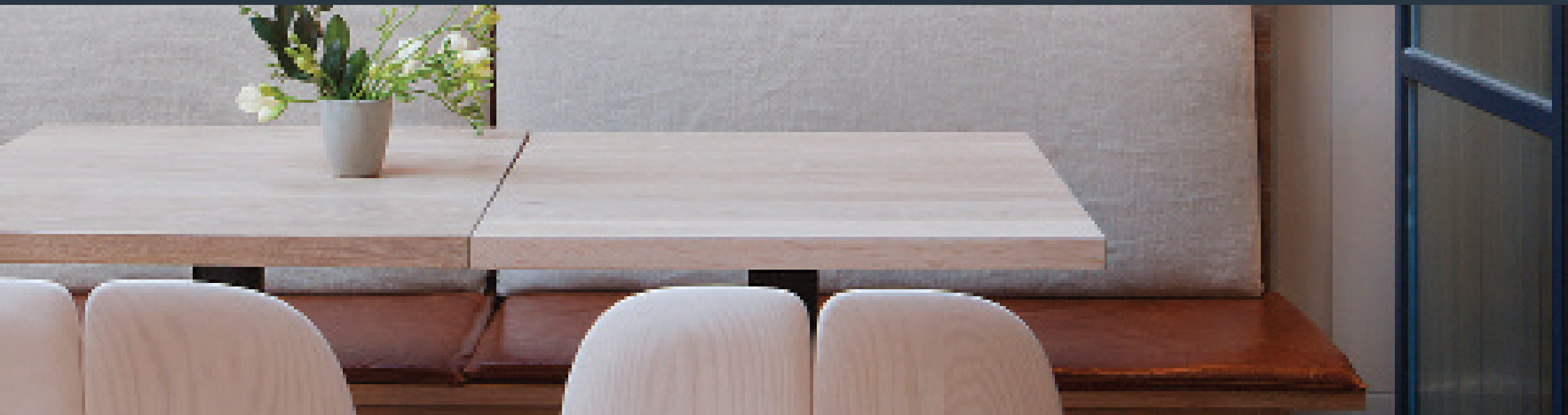
There is a public car park at the rear of The Ugly Duckling (entry via Milton Place). There is also ticketed street parking on Swan Street, and surrounding areas. We're just a short walk (approximately five minutes) from East Richmond and Richmond Railway Stations.

MUSIC

We offer an in house sound system with Spotify so you can play your own playlists only for private venue events. DJ's may be set up but must bring all their own sound equipment.

DECORATIONS

Your welcome to bring flowers, balloons and table decorations, we don't allow any wall decorations to be stuck up. All decorations must be removed at the conclusion of the event.



THE UGLY  DUCKLING

Please contact us with your reservation enquiry on bookings@theuglyduckling.com.au
238 Swan Street, Richmond Vic 3121

