

# COUNTRY MANOR CATERING

188 Great North Road, Winton 9720  
P.O. Box 21, Winton 9741  
Phone: 03 236 8226  
Fax: 03 236 8216  
Email: [office@countrymanor.co.nz](mailto:office@countrymanor.co.nz)  
Web: [www.countrymanor.co.nz](http://www.countrymanor.co.nz)

## ***Christmas with Country Manor Catering***

Christmas is a time of celebration and joy. This is reflected in the platters and meals Country Manor can offer you. All food is freshly prepared, garnished and ready to enjoy.

Please also read our terms & conditions page. All our menu prices are GST inclusive.

The Country Manor team will come and fully service these menus at your choice of venue for guest numbers over 20. For guest numbers between 10 and 19 an extra service charge of \$140 inc. GST will apply. The minimum guest numbers for us to be able to serve is 10.

If you are unsure where to hold your function, please enquire, we have catered at dozens of venues around Southland. We also hold the catering lease at the Invercargill Workingmen's Club & The Corinthian Convention Centre where the facilities are superb.

Please phone with any enquires and to confirm orders and reservations for this busy period.

**Jeannie Peebles**

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## Terms and Conditions

### The Company

Country Manor Catering has grown from humble beginnings in the homestead kitchen, into the established company with an outstanding reputation it is today.

### Your menu is our pleasure

We have an extensive range of menus for all occasions and events. We can cater for a wide variety of tastes and dietary requirements and are happy to discuss the inclusion of your favourite recipes and dishes.

Country Manor will oblige with dietary needs. Please contact us directly to discuss different catering options.

- Dairy Free
- Gluten Free
- Vegetarian
- Vegan
- Nut allergies

\*Extra charges may apply.

### Full service is included in our competitive pricing

Country Manor will provide all food service and equipment to complete your function experience. Provided is Damask linen tablecloths for the buffet tables only, top quality white china equipment, cutlery and staff service.

Tablecloths and linen napkins are available to hire for your guests tables (\$7.50 inc. GST / tablecloth & \$0.70 inc. GST /linen napkins)

We do not provide liquor service or glasses. We concentrate on making sure the food service is 100%.

### **What we require from you**

- Final confirmation of numbers 4 working days in advance of function date
- Access to a household kitchen, or power and running water on site
- Drive on access to function venue and a park alongside where we will be working from
- Detailed directions to function venue, or alternatively a printout of function location from [www.googlemaps.com](http://www.googlemaps.com)
- Your function will be pencil booked only, until deposit, completed booking form and the terms & conditions signed are received (unless agreement made with Country Manor), pencil booking are only valid for one week.

### **Leftovers**

Please do not embarrass our team on the day by asking for the leftover food. Because of strict food handling guidelines and a strict food control plan with the Southland District Council & the Invercargill City Council, Country Manor Catering will not leave leftover food to be consumed at a later time as this food is out of our control. The amount charged is per person and not for the food provided.

### **Pricing**

All pricing listed on our menus are inclusive of GST. The pricing for your finalised & agreed menus will be held as per these terms & conditions. Please note our current prices of menus that have not been finalised & agreed for your booking by you may have a slight increase depending on our suppliers pricing which is out of our control.

A \$400.00 deposit (non-refundable) is required for any function exceeding 50 guests;

### Payment details:

Post: Country Manor Catering, PO Box 21, Winton

Internet Banking: Country Manor Catering, 02 0924 0003594 00

**Payment MUST be made before the day of the function. An invoice will be emailed to you once final guest numbers are confirmed 4 days prior to your function.**

**Extra costs**

We charge a mileage fee for functions outside the Winton / Invercargill area – please enquire.

We may require you to pay for accommodation for the night when the location and finishing time of the function warrant the staff to stay overnight to avoid fatigue while travelling home. All costs will be passed onto you. Please enquire.

It needs to be stipulated when booking if your function is in a marquee (please refer to marquee cover note)

If there is not an oven suitable for our requirements we are able to bring an oven but this will incur a charge of \$120.00 inc. GST.

**Surcharge**

Extra charges will apply for functions scheduled on Public Holidays.

**Delivery & Pick up arrangements**

Delivery can be made if requested, with a surcharge depending on the area of delivery. On receiving of the delivered food, the food must be refrigerated or consumed. The delivery charge does not include the set up. Please have someone on site to receive the food and mark off that you have received everything that was ordered.

Operating parallel with Winton Bakery, you can arrange to collect your order from 188 Great North Road, Winton. Bakery hours are Monday to Friday, 6am to 5pm. Saturday, 7am to 3pm. No pick up on Sunday. Food must be collected with minimum time until serving and kept refrigerated please.

As another option you could collect from our Invercargill kitchen at a time and day agreeable to Country Manor.

**Return of dishes**

Clean dishes must be returned to either the Winton Bakery (188 Great North Road, Winton) or our Invercargill kitchen (154 Esk Street, Invercargill) within 2 days unless arrangement has been made for them to be collected. A charge may apply for breakages or lost items.

Please phone our obliging team at Country Manor to help plan your special function that will be one to treasure.

Thank you  
Jeannie Peebles – Owner

I have read and understood the Terms and Conditions.

Printed name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Function Booking Form

\* All information to be filled out please, as this makes our booking process easier.

### Contact Details:

<b>Name of function</b>	
<b>Contact person</b>	
<b>Phone number</b> (work & Cellphone number)	
<b>Email Address</b>	

### Function Details:

<b>Function Day &amp; Date</b>	
<b>Confirmed venue &amp; address</b>	
<b>Is this a marquee function?</b> If yes, please ensure you read the marquee cover note for our requirements and extra cost.	
<b>Approximate number of guests</b> to attend function (including bar staff and band, if providing the meal for them – please stipulate)	
<b>Schedule Guest arrival time</b>	
<b>Schedule Guest seated time</b>	

<b>Schedule Entrée time</b> (if applicable)	
<b>Schedule Meal Time</b>	
<b>Speeches</b> Are you having any speeches/ presentations before the main meal? If yes, approx time needed?	
<b>Speeches</b> Are you having any speeches/ presentations in between the main & dessert? If yes, approx time needed?	
<b>MC Name</b> (introduce yourself to the caterers)	
<b>Access to the reception venue</b> (Please advise what time will the venue be unlocked on the day for Country Manor to have access or if we need to collect a key)	

**Menu – please indicate any menu changes that has been discussed**

<b>Cocktail food selection or entrée (if applicable)</b>	
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<b>Main meal selection</b>	
<b>Dessert selection</b>	
<b>Special dietary needs or allergies</b> (name of guests to be advised)	
<b>Supper (if applicable)</b> Please also indicate what time you wish to have your supper served.	

**Table arrangement – Costing: \$7.50 inc. GST/tablecloth & \$0.70 inc. GST/linen napkin**

**\*Country Manor will bring the tablecloths for the buffet/tea & coffee tables on the day, so no need to include them in your count.**

<b>Tablecloths colour</b> (choice of black or white)	
<b>Tablecloths size</b> Choice of 230cm x230cm (large square tablecloths suitable for round tables) or 137cm x 304cm (trestle tablecloths suitable for oblong tables)	



<b>Quantity of tablecloths</b> needed for guests tables	
<b>Napkins colour</b> (choice of black or white)	
<b>Do you wish to order any extra tablecloths?</b> If yes, please advise size, quantity & colour needed.	
<b>Please state day and time you would like to collect your linen napkins &amp; tablecloths</b>	
<b>Do you wish to collect your tablecloths from the Winton Bakery (188 Great North Road, Winton) or the Invercargill Workingmen's Club kitchen (154 Esk Street, Invercargill)?</b>	

**\*If you are unable to collect your tablecloths and linen napkins from either the Winton Bakery or the Invercargill Workingmen's Club, we can arrange to have them courier to you, but this will be at your cost.**

### Payment Details

<b>Name or company to addressed the invoice</b>	
<b>Postal address for invoicing</b>	
<b>Email address for invoicing &amp; to email confirmation of menu</b> (Catering invoice will be emailed when confirming final guests number at the start of the week)	

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## CHRISTMAS

**Fabulous meal served by the Country Manor Team  
Garnished in a Christmas style**

**You may wish to add a platter from our fabulous platter selection for starters.**

**Christmas option 1-\$33.00 inc. GST per person**

### **Main meal served**

**Beautifully displayed as a buffet – guests help themselves**

- Hot ham carved off the bone to individual requirements served with honey mustard and pineapple sauce
- New potatoes tossed in a light herb and garlic butter
- Seasonal steamed vegetables
- A tossed green garden salad
- Broccoli & cashew nut salad

### **Dessert selection**

**Beautifully displayed as a buffet – guests help themselves**

- Christmas Pavlova rolls filled with berries and cream
- Christmas Trifle
- Fresh strawberries (if available) or fresh fruit salad
- Percolated Coffee and Tea served with Christmas sweet treats

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## CHRISTMAS

**Fabulous meal served by the Country Manor Team  
Garnished in a Christmas style**

**You may wish to add a platter from our fabulous platter selection for starters.**

### **Christmas option 2-\$39.50 inc. GST per person**

#### **Main meal served**

##### **Beautifully displayed as a buffet – guests help themselves**

- Hot ham carved off the bone to individual requirements, served with pineapple sauce & honey mustard
- Whole boned chickens served hot with gravy and cranberry sauce
- New potatoes tossed in a light herb and garlic butter
- A seasonal selection of steamed vegetables
- Roast pumpkin
- Peas
- A tossed green garden salad
- Broccoli & cashew nut salad

#### **Dessert selection served**

##### **Beautifully displayed as a buffet – guests help themselves**

- Christmas Pavlova rolls filled with berries and cream
- Fresh strawberries (if available) or fresh fruit salad
- Plum pudding served with brandy cream sauce
- Whipped cream
- Percolated Coffee and Tea served with Christmas sweet treats

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## CHRISTMAS

**Fabulous meal served by the Country Manor Team  
Garnished in a Christmas style**

**You may wish to add a platter from our fabulous platter selection for starters.**

### **Christmas option 3-\$43.00 inc. GST per person**

#### **Main meal served**

##### **Beautifully displayed as a buffet – guests help themselves**

- Hot ham carved off the bone to individual requirements served with pineapple sauce & honey mustard
- Roasted and boned whole turkey served with cranberry sauce
- New potatoes tossed in a light herb and garlic butter
- A seasonal selection of steamed vegetables
- Peas
- Broccoli & cashew nut salad
- Mushroom & pepper salad
- A tossed green garden salad

#### **Dessert selection served**

##### **Beautifully displayed as a buffet – guests help themselves**

- Christmas Pavlova Rolls filled with berries and cream
- Fresh strawberries (if available) or fresh fruit salad
- Traditional Trifle
- Christmas Plum pudding served with brandy cream sauce
- Handcrafted ice-cream
- Percolated Coffee and Tea served with Christmas sweet treats

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## Add on & changes

- To add one meat to your menu selection, please add an extra \$5.50 inc. GST per person
  - Whole pork leg roasted served with gravy & apple sauce
  - Whole boned chicken served with gravy and cranberry sauce
  - Whole honey glazed hot ham on the bone served with pineapple sauce and honey mustard
  - Whole beef top side roast served with gravy and horseradish sauce
  - Beef hot pot
  - Chicken casserole
  - Beef lasagne
  - Smoked chicken lasagne
  - Cottage pie
- To add Southland Lamb legs (whole boned legs) served with gravy and mint jelly, please add an extra \$6.50 inc. GST per person (to substitute one meat for Roast Lamb please add \$2.50 inc. GST per person)
- To substitute one meat for Country Manor's Hereford Prime Aged beef Ribeye add an extra \$5.50 inc. GST per person
- To add Country Manor's Hereford Prime Aged beef Ribeye add an extra \$8.00 inc. GST per person
- To substitute one meat for Country Manor's seafood extravaganza, please add \$7.50 inc. GST per person. If you wish to add as an extra, this is \$12.50 inc. GST per person.
  - Sides of Stewart Island Manuka Smoked Salmon
  - Marinated mussels
  - Shrimp
  - King prawns
  - Seafood dressing

- To substitute one meat for fabulous Lamb Shanks served with rosemary gravy, add \$3.50 inc. GST per person. If you wish to add lamb shank as an extra this would be \$7.50 inc. GST per person.
- To add on Stewart Island Blue cod tossed in a light batter served on a bed of rice with sweet & sour sauce, add \$5.00 inc. GST per person
- To add a Basket of freshly baked bread, please add \$2.50 inc. GST per person
- To add a Roasted vegetable medley, please add \$4.00 inc. GST per person
- To add a salad please add an extra \$2.00 inc. GST per person

#### Salad selection

- Broccoli & cashew nut
- Tossed green garden salad
- Curried egg
- Mushroom and pepper
- Rice (light curry dressing)
- Pasta & tomato
- Creamy potato
- Waldorf
- Greek
- Coleslaw red and green
- Marinated vegetable
- Marinated bean salad
- Baby beet salad
- Carrot & Tomato
- Kumara & Orange
- Israeli couscous
- Chargrilled vegetable salad served with garlic aioli dressing
- Kumara, chorizo & chickpea salad
- Orzo, lemon & pistachio salad
- Baby beet & feta salad
- Mushroom risoni salad
- Roast vegetable and quinoa salad
- Thai salad served with crunchy noodles and a coriander and lime dressing

- To add a vegetable please add \$2.00 inc. GST per person / per vegetable

#### Vegetable selection

- Baby carrots
- Peas
- Baby green beans
- Roast pumpkins
- Roast kumara
- Roast parsnips
- Roast yams
- To add Broccoli & Cauliflower au gratin, please add \$3.50 inc. GST person
- To remove the desserts from your menu selection, please take \$4.50 inc. GST per person off the menu prices.
- To add a dessert to your menu selection, please add \$4.50 inc. GST per person.

#### Dessert selection

- Traditional pavlova rolls filled with fruit & berries and topped with fresh fruit and chocolate
- Traditional homemade style cheesecake (a choice of 2 flavours: berry, lemon, apricot, passionfruit, moro, tiramisu, coffee)
- New York style baked berry cheesecake
- Lemon tart
- Sticky date pudding served with butterscotch sauce (warm)
- Apple crumble served with freshly whipped cream (warm)
- Maple, pear & walnut cake served with freshly whipped cream (warm)
- Trifle supreme
- Hazelnuts chocolate layered meringue torte
- Chocolate mudcake served with a berry couli and whipped cream
- Red velvet layered cake with cream cheese icing
- Carrot cake decorated with cream cheese icing and ornate topping
- Chocolate mousse gateau
- Banoffee pie (caramel & banana flavour)
- Peach crumble torte
- Custard & fruit flans
- Apple & blueberry strudel served with whipped cream (warm)

- Apple & custard strudel served with whipped cream (warm)
- Fresh chunky fruit salad
- Individual mini pavlova garnished with cream & fruit
- Bite size fabulous treats (we allow 2 items in total per guests)
  - Individual vanilla & chocolate cupcakes topped with a piped rose
  - Mini piece of chocolate brownie served with a ramekin filled with berry couli
  - Petite pecan pies
  - Petite chocolate cream puff
  - Petite chocolate caramel tart
  - Petite lamington filled with fresh cream