

**ORGANISERS  
GO FREE**  
(For parties of 24 or more)



## The Assembly Rooms



2011



## Festive Programme 2011



Christmas and New Year is always a special time of the year, so join in our festive celebrations and enjoy good food and first class service all packaged in the memorable ambience of this elegant Georgian building.

There are six function suites to choose from, catering for anything from small parties of ten to festive banquets of 400 people. There is something to suit everyone.

You will receive all the help you need in the organisation of your event from start to finish and can expect a friendly and personal service throughout. We will ensure that Christmas spent with us will be a memorable one.

On behalf of the Assembly Rooms may we be the first to wish you a very Merry Christmas and a Happy New Year.

### **Our Festive Programme includes:**

**Sunday Disco Party Nights**

**Traditional Sunday Carvery Lunch**

**Sunday Carol Service with Afternoon Tea**

**Disco Party Nights**

**Midweek Christmas Lunches**

**Disco Buffet Evenings**

**Themed Evenings**

**Christmas Fayre Gala Dinner Dance**

*(with live band and disco)*

**Christmas Disco Party Lunches**

*(private rooms also available)*

**Christmas Day Lunch**

**New Year's Eve Gala Dinner Dance**

*(with live band and disco)*

**2012 Event**

*All our pricing includes VAT.*

## Traditional Sunday Carvery Lunch



Take a break and treat yourself to a relaxing festive lunch, doors open from 11.30am to 3.00pm.

**Dates:** 4th, 11th or 18th December

**Prices:** 2 Course only **£12.95** per person or 3 Course **£15.95**

Children **£9.95**

## Sunday Disco Party Nights



Enjoy a Sunday night with a difference! Doors open 7.00pm with a Bucks Fizz Reception followed by traditional Christmas Dinner at 8.00pm with a close up magician circulating the tables on selected nights. This is followed by a disco until 12.30am

### Menu

Cream of Vegetable Soup

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Roast Northumberland Turkey

Served with Leek & Sage Stuffing, Mini Cumberland Sausage & Cranberry Sauce

or

*Vegetarian Option*

Spinach, Mushroom & Goats Cheese Wellington

All served with Buttered Sprouts, Glazed Carrots & Roast Potatoes

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Traditional Christmas Pudding served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Mince Pies

**£21.00**

## Disco Party Lunch



If you are a small group but looking for a party atmosphere this is an ideal solution; join our shared Disco Party Lunch. Please note that this event is normally held in the Chandelier Suite but alternate rooms may be used depending on numbers.

Lunch served from 12.00pm - 12.30pm, followed by dancing until 3.30pm, with the bar closing at 4.00pm. Private rooms also available for lunch with or without disco.

### Menu

Cream of Vegetable Soup

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Roast Northumberland Turkey

Served with Leek & Sage Stuffing, Mini Cumberland Sausage & Cranberry Sauce

or

*Vegetarian Option*

Spinach, Mushroom and Goats Cheese Wellington

All served with Buttered Sprouts, Glazed Carrots & Roast Potatoes

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Traditional Christmas Pudding served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Cream

**£16.00**

*Includes crackers, hats and novelties.*

*A supplement of £2.50 per person will be made on the 16th December*

### Midweek Christmas Lunch

2 Course Lunch for those in a hurry or those who want to take their time. Bar open from 11.30am to 3.00pm. Choose from a Carvery main course with a selection of Desserts.

**Dates:** 12th, 13th, 14th, 19th, 20th or 21st December

**Price:** Only **£12.95** per person

## Disco Party Nights



This suite can accommodate mixed dinner parties (Option A) of up to 180 guests.  
Bar opens at 7.00pm, with dinner being served at 8.00pm.  
Our resident DJ will then take you through to 1.00am.

Private parties with a minimum number of 150 guests are available in The Lower Ballroom Suite with either Option A menu, or why not have a change this year and sample our buffet evenings; Option B.

### Prices

#### Midweek (Monday - Thursday)

Dinner Parties (Option A) £22.00 - Buffet Parties (Option B) £18.00  
*Includes crackers, hats and novelties.*

#### Weekend (Friday - Saturday)

Dinner Parties (Option A) £29.50 - Buffet Parties (Option B) £22.00  
*Includes crackers, hats and novelties.*

### Option A (Dinner Parties)

Cream of Vegetable Soup

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Roast Northumberland Turkey

Served with Leek & Sage Stuffing, Mini Cumberland Sausage & Cranberry Sauce

or

*Vegetarian Option*

Spinach, Mushroom and Goats Cheese Wellington

All served with Buttered Sprouts, Glazed Carrots & Roast Potatoes

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Traditional Christmas Pudding served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Cream

**FREE place for organiser of parties of 24 or more**

## The Sovereign Suite - Private Parties



Enjoy a private dinner party for up to 90 (minimum 60) guests or a buffet evening of 130 guests. Your evening starts at 7.00pm followed by dinner served at 8.00pm and then our resident DJ through until 1.00am.

### Prices

#### Midweek (Monday - Thursday)

Dinner Parties (Option A) **£22.00** - Buffet Parties (Option B) **£18.00**

*Includes crackers, hats and novelties.*

#### Weekend (Friday - Saturday)

Dinner Parties (Option A) **£29.50** - Buffet Parties (Option B) **£22.00**

*Includes crackers, hats and novelties.*

### Option B (Dinner Parties)

Turkey Kebabs with a Cranberry Dip

Assorted Ciabatta and Wrap selection

Vegetarian Bahjis and Pakoras

Hand Cut Potato Wedges with Barbeque Dip

A selection of Home-Made Pizzas

Spare Ribs with Barbecue Sauce

Hot Sausage Rolls

Pretzels, Pickles and Crisps

Tomato, Mozzarella and Basil Skewers

Cocktail Cheese Pasties

Mince Pies

If the buffet is not as you require we would be happy to discuss alternative suggestions for private functions

*Option A and B apply to both suites*

**FREE place for organiser of parties of 24 or more**

## Christmas Fayre Gala Dinner Dance



Bar open at 7.00pm, followed by dinner served at 8.00pm and then dance the night away to the sound of the live band complimented by our resident DJ until 1.00am.  
(Selected evenings feature Table Magician and Caricaturist.)



**The Aaron Bayley Band**  
– Pop Idol Finalist!

### Menu

Cream of Vegetable Soup

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Roast Northumberland Turkey  
Served with Leek & Sage Stuffing,  
Mini Cumberland Sausage & Cranberry Sauce

or

Northumbrian Select Sirloin of Beef  
with a Rich Onion Gravy & Yorkshire Pudding  
(Supplement £1.00)

or

*Vegetarian Option*  
Spinach, Mushroom and Goats Cheese Wellington

All served with Buttered Sprouts, Glazed Carrots  
& Roast Potatoes

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Traditional Christmas Pudding  
served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Cream

**FREE place for organiser of parties  
of 24 or more**

# Christmas Fayre Gala Dinner Dance

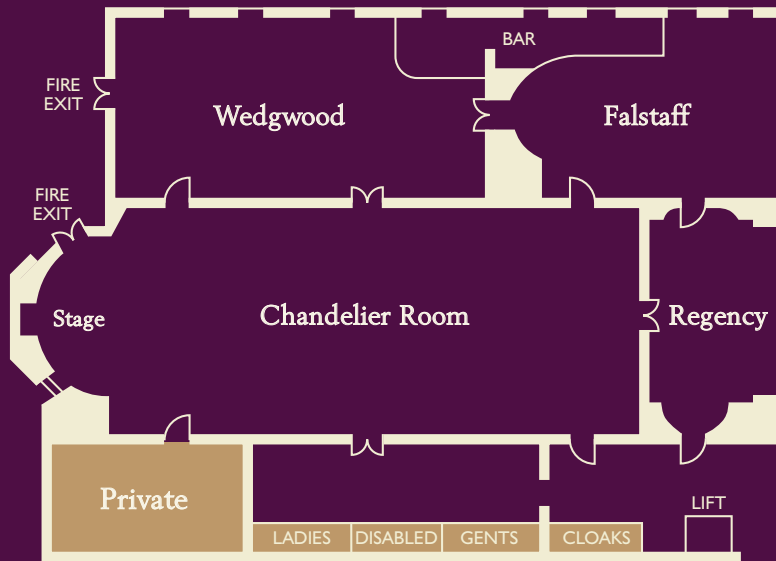


## Prices

	Thurs 15th/22nd Dec	Fri / Sat 2nd/3rd Dec	Fri / Sat 9th/10th 16th/17th Dec
Chandelier	£30.00	£34.50	£37.50
Regency	£29.00	£33.50	£36.50
Wedgwood	£29.00	£33.50	£36.50
Falstaff	£29.00	£33.50	£36.50

Please note that the Regency, Wedgwood and Falstaff Suites offer a quieter evening.

## Floor Plan



# New for 2011

## Disco Buffet Evening



Your evening begins at 7.00pm with a Bucks Fizz Reception followed by our Festive Buffet which is served between 8.00pm and 9.00pm, then dance the night away to our resident DJ until 12.30am.

### Festive Buffet Menu

Turkey Kebabs with a Cranberry Dip ~ Assorted Ciabatta and Wrap selection  
Spare Ribs with Barbecue Sauce ~ Vegetarian Bahjis and Pakoras  
Hand Cut Potato Wedges with Barbeque Dip ~ A selection of Home-Made Pizzas  
Cocktail Cheese Pasties ~ Hot Sausage Rolls  
Pretzels, Pickles and Crisps ~ Tomato, Mozzarella and Basil Skewers

**Dates:** 5th, 6th, 12th, 13th, 19th or 20th December

**Price:** Only **£15.00** per person

### Theme Nights

Join us for a festive fork buffet with a choice of theme for the evening. Doors open from 7.00pm with a Cocktail served on arrival followed by the following fork buffet and entertainment as listed below.

Cream of Vegetable Soup served to your table  
Main Course Carvery – Roast Northumbrian Turkey with Seasonal Trimmings or  
Roast Leg of Pork with Apple Sauce  
Traditional Christmas Pudding served with a warm Brandy Sauce

or  
Lemon Delice

### Dates:

6th December – Jazz Supper Evening  
13th December – Casino Night and Disco  
20 December – 70/80's Night with table quiz, disco (fancy dress optional)

**Price:** Only **£20.00** per person

## Christmas Day Lunch



Make time for yourself this Christmas Day and let us look after you with a traditional family lunch. Begin the celebration with a Bucks Fizz or Sherry Reception from 11.30am, followed by lunch served between 12.00-1.00pm. Enjoy a visit from Santa who will provide a gift for all the children before you depart at 3.00pm.

### Menu

Cream of Vegetable Soup

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Local Northumbrian Crab served with an Apple & Celery Salad

or

Trio of Melon Salad served with a Winter Berry Compote

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Roast Northumbrian Turkey

Served with Leek & Sage Stuffing, Mini Cumberland Sausage & Cranberry Sauce

or

Northumbrian Select Sirloin of Beef with a Rich Onion Gravy & Yorkshire Pudding

or

*Vegetarian Option*

Spinach, Mushroom and Goats Cheese Wellington

All served with Boiled & Roast Potatoes, Buttered Sprouts, Glazed Carrots & Roast Parsnips

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Traditional Christmas Pudding served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Mints

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Nuts, Fruit and Mince Pies

### Prices:

Adults **£49.50** Children (under 10 years) **£20.00**

*Includes crackers, hats and novelties.*

## New Year's Eve Gala Dinner Dance (With Band and Disco)



Meet with your friends and family for a Bucks Fizz Reception at 7.00pm followed by a Gala Dinner served at 8.00pm. Our band and disco will keep you entertained for the rest of the evening with a wide range of music so that you can dance until 1.30am. Our own piper plays in the New Year.

### Menu

#### Starter

Smoked Chicken and Celeriac Remoulade

#### Fish Course

Local Northumbrian Crab served with an Apple & Celery Salad

or

Trio of Melon Salad served with Winter Berries

#### Main Course

Fillet of Beef with a Red Wine Reduction

or

Breast of Chicken stuffed with Wild Mushrooms wrapped in Panchetta with Champagne Cream Sauce

or

#### *Vegetarian Option*

Spinach, Mushroom & Goats Cheese Wellington

All served with Savoy Cabbage with Pancetta, Roast Baby Carrots, Saute Potatoes with Rock Salt & Rosemary

#### Dessert

Home-made Chocolate Tart with Orange Cream

#### Cheese

Selection of English and Continental Cheese from Cheese Table

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Coffee & Mints

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Cup of Home-made Vegetable Soup served with a crusty Roll at 12.30am

#### Prices:

Adults **£57.50** Children (under 15 years) **£35.00**

*Includes crackers, hats and novelties.*

## Carol Service

Join us for our festive Carol Service. Doors open from 3.00pm, afternoon tea shortly after with carols from 4.00pm till 5.00pm.

**Date:** 18th December

**Price:** Only **£9.95** per person



## 2012 Event

### Late, Late Disco Party Nights

(running throughout January)

Mixed dinner parties or private rooms available.

Doors open from 7.00pm with Bucks Fizz Reception, followed by traditional dinner at 8.00pm followed by our resident DJ until 1.00am.

## Menu

Cream of Vegetable Soup

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Roast Northumberland Turkey

Served with Leek & Sage Stuffing, Mini Cumberland Sausage & Cranberry Sauce

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Breast of Chicken with Red Wine, Mushroom & Shallot Sauce

or

*Vegetarian Option*

Spinach, Mushroom & Goats Cheese Wellington

All served with Buttered Sprouts, Glazed Carrots & Roast Potatoes

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Traditional Christmas Pudding served with a warm Brandy Sauce

or

Lemon Delice

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Coffee & Mince Pies

**Price:** Only **£22.00** per person

## Terms & Conditions of Booking



- To reserve your Christmas or New Year's party, please telephone or e-mail us to check availability.
- A NON RETURNABLE deposit is required within 14 days of making a provisional booking, along with your booking form or a letter of confirmation.
- The management reserve the right to release any provisional booking which is not confirmed within the stated 14 day period.
- All balances in full, along with main course choices, are due four weeks prior to event. Numbers quoted at this stage will be numbers charged for. Please note that invoices **WILL NOT be sent for final balances.**
- Large parties are requested to keep to one choice of menu to retain efficiency of service.
- All monies are strictly non-refundable and non-transferable. No refunds will be given for unused deposits. Should your numbers reduce, the monies lost cannot be used against wine, drinks, for the final balance etc. Party organisers are advised to inform all members of their party of this policy.
- All cancelled private parties will be subject to a cancellation charge set out in The Assembly Rooms Terms and Conditions. Please request a copy if you do not already have one.
- All guests attending a function **MUST** dine with us. Please note there will be no admission to guests attending luncheon after 1.30pm and an evening event after 9pm, unless previous arrangements have been made with The Management.
- To ensure a safe journey, The Assembly Rooms recommend that all transportation is booked prior to your arrival.
- Dress code – smart but casual.
- All male parties are **NOT** allowed, unless previous arrangements have been made.
- The management reserve the right to refuse admission.
- The management reserve the right to change the programme of events due to unforeseen circumstances, without prior notice.
- If the event is cancelled, an alternative date will be offered or a refund will be made.

# BOOKING FORM



Firstly, please call us on 0191 232 8695 to check availability and to place a provisional booking.  
This can be held for a maximum of 14 days after which time your booking will be released.  
To confirm your booking, please fill in the form below and send it to us with the correct deposit.

## All Events

£10.00 DEPOSIT PER PERSON

EXCEPT CHRISTMAS DAY LUNCH AND NEW YEAR'S EVE £15.00 DEPOSIT PER PERSON

### Your Contact & Booking Details

Contact Name: .....

Company Name: .....

Address: ..... Post Code: .....

Telephone Day: ..... Telephone Evening: .....

E-mail: .....

Date of Function: ..... Number of people attending: .....

Function Type (e.g Gala Dinner): ..... Name of Room (e.g Regency): .....

N.B. the above information will be given to you when your provisional booking is made.

### Your Payment Details

I enclose a cheque (**one cheque per party - multiple cheques not acceptable**) made payable to  
The Assembly Rooms (Newcastle) Ltd

All cheques should have name, address and cheque guarantee card number on reverse side along with the date of your function.

For ..... people @ £ ..... per person. The total amount is £ .....

Credit Card No:   3 security digits (on reverse of card)

Valid from:  /  Expiry date:  /  Type (e.g. Visa): ..... Issue number (if applicable): .....

I have read the conditions of booking and have noted that full and final payment is due four weeks prior to event.

SIGNED: .....

5%  
DISCOUNT  
if you booked with  
us last year





The Assembly Rooms (Newcastle) Ltd  
*Rooms dedicated to the most elegant recreation*

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