

SAILS PORT MACQUARIE

CORPORATE AND SOCIAL EVENTS

SAILS

PORT MACQUARIE

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Let’s plan an unforgettable event!

Overlooking the tranquil waters of the Hastings River, Sails Port Macquarie offers a stunning coastal setting for corporate and social events alike.

Combining modern facilities with relaxed waterfront charm, our venue provides the perfect environment for productive meetings, memorable celebrations, and everything in between.

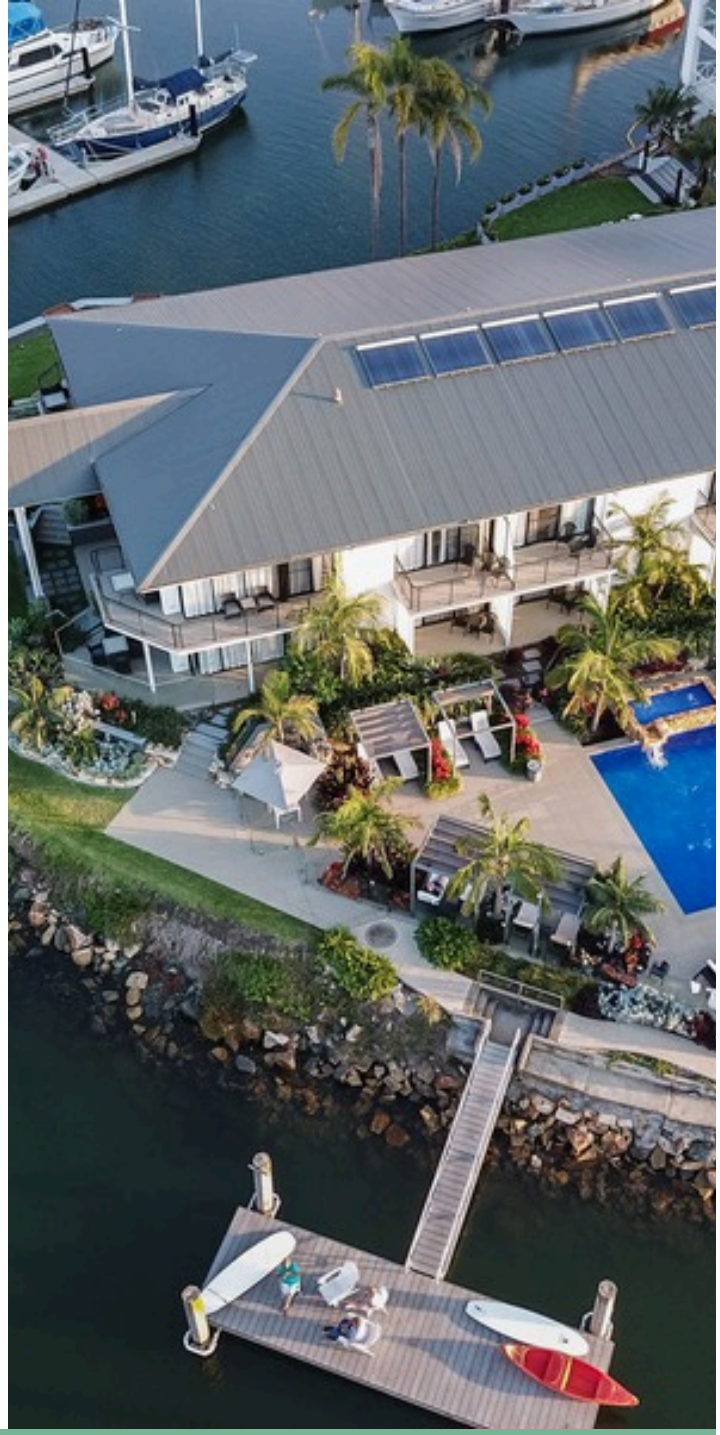
Whether you’re planning a conference, strategy session, gala dinner, product launch, or private celebration, our versatile event spaces can be tailored to suit gatherings of all sizes.

Supported by contemporary audiovisual technology and an experienced events team, every detail is carefully managed to ensure a seamless and successful event.

Guests can enjoy thoughtfully curated menus featuring fresh local produce, stylish event spaces with natural light, and comfortable on-site accommodation.

Located just minutes from the heart of Port Macquarie and its beautiful beaches, Sails offers an inspiring destination where business and celebration come together effortlessly.

At Sails Port Macquarie, we look forward to helping you create an event that is both productive and unforgettable.



VENUES



THE CAPE BALLROOM

This stunning pillarless venue features floor-to-ceiling windows with natural light and sweeping water views. High ceilings, modern audiovisual facilities, and a stylish pre-event lounge create a seamless event experience. Complete with a large undercover balcony, private amenities, elevator access, and a dedicated bar, it offers the perfect setting for memorable celebrations.



THE PAVILION

The Pavilion is nestled within beautifully landscaped formal gardens, leading to the edge of the bay. The covered alfresco space comfortably seats up to 80 guests, with additional room for up to 100 more in the surrounding gardens, perfect for relaxed cocktail-style events in a picturesque outdoor setting.



THE BOATHOUSE

Nestled among the yachts and tropical gardens, the deck offers a relaxed riverside setting perfect for any time of day. Enjoy a morning espresso or gourmet breakfast in the sunshine, then return in the afternoon for cocktails, light bites, and a refreshing cold beer after a productive day.



THE BOARDROOM

Located on the hotel's ground floor with access from the atrium and formal gardens, the Executive Boardroom is a premium meeting space for up to 16 guests. Ideal for boardroom discussions, strategic planning sessions, secretariat meetings, business lunches, or private dinner meetings.

CONFERENCE & EVENT SPACES



Function Rooms	Banquet	Cabaret	U-Shape	Boardroom	Theatre	Classroom	Cocktail
CURRENT CONFERENCE & EVENT SPACES							
The Cape Ballroom + Balcony	260	210	85	60	300	180	400
Cape 1, 2 + Balcony*	100	80	60	45	170	75	140
Cape 1	40	32	35	30	70	40	60
Cape 2 + Balcony*	50	40	30	30	100	50	80
Cape 3 + Balcony*	50	40	30	30	100	50	80
Cape 4	60	48	40	30	100	50	80
Cape 5 + Full Balcony	110	88	45	-	180	80	160
Executive Boardroom	-	-	-	14	-	-	-
The Pavilion Chapel	-	-	21	24	50	22	50
The Pavilion Courtyard	-	-	60	40	150	72	150
Formal Garden (Pavilion)	-	-	-	52	100	-	150
Poolside Terrace	-	-	-	-	100	-	100
The Point	-	-	-	-	80	-	80
Boathouse Bar & Restaurant*	-	-	-	-	-	-	-
Boathouse Deck	-	-	-	-	100	-	150

Please note the above room capacity information is a guide only and do not take into account display or catering stations.
*Indicates a division of The Cape Ballroom
*Cabaret numbers based on 8 guests per table.
*Banquet numbers based on 10 per table (11 seats per table is an option).
*12 trestle sized exhibition tables fi t into the Pre Ballroom Event Lounge with additional exhibition space available in the atrium if required.
*Terms and conditions apply to the use of The Pool, Terrace and Boathouse Bar and Restaurant.
*Minumum spends apply to the Cape Ballroom.

BREAKFAST SELECTION

Catch your delegates first thing in the morning when they're fresh!

Continental Breakfast | $24pp

Full Hot Buffet Breakfast | $36pp

Plated Breakfast | $32pp

All breakfast meeting options include;

- Freshly brewed coffee & tea
- Selection of two fruit juices (orange, apple or pineapple)
- Sliced seasonal fruit

Continental breakfast

- Bircher muesli
- Natural & fruit flavoured yoghurts
- Selection of breakfast cereals
- Selection of croissants, danishes & breads
- Beerenberg jams, spreads & honey
- Selection of cured meats
- Selection of Australian cheddar & brie cheese

All Continental breakfast inclusions +

- Scrambled eggs
- Smoked bacon
- Grilled roma tomatoes
- Sautéed buttered mushrooms
- Pork & herb chipolata sausages
- Tasmanian smoked salmon (I)
- Sautéed onions, rosemary potato hash

All plated breakfast options inclusive of;

- Danishes & croissants
- Beerenberg jams, spreads & honey
- Sliced seasonal fruit

Plated options (choose two - alternate serve)

- Smashed avocado, sourdough, poached eggs, cherry tomatoes
- Miso roasted mushrooms on toast, whipped feta, soft herbs
- Chia & oat bircher, fruit compote, fresh fruit, coconut shards
- Scrambled eggs, smoked salmon, sourdough, slow-roasted vine tomatoes (I)



**While best efforts will be made to accommodate all dietary requests, unfortunately allergen free foods cannot be guaranteed due to potential cross contact risk within the kitchen
Seafood Label (A) Australian, (I) Imported, (M) Mixed

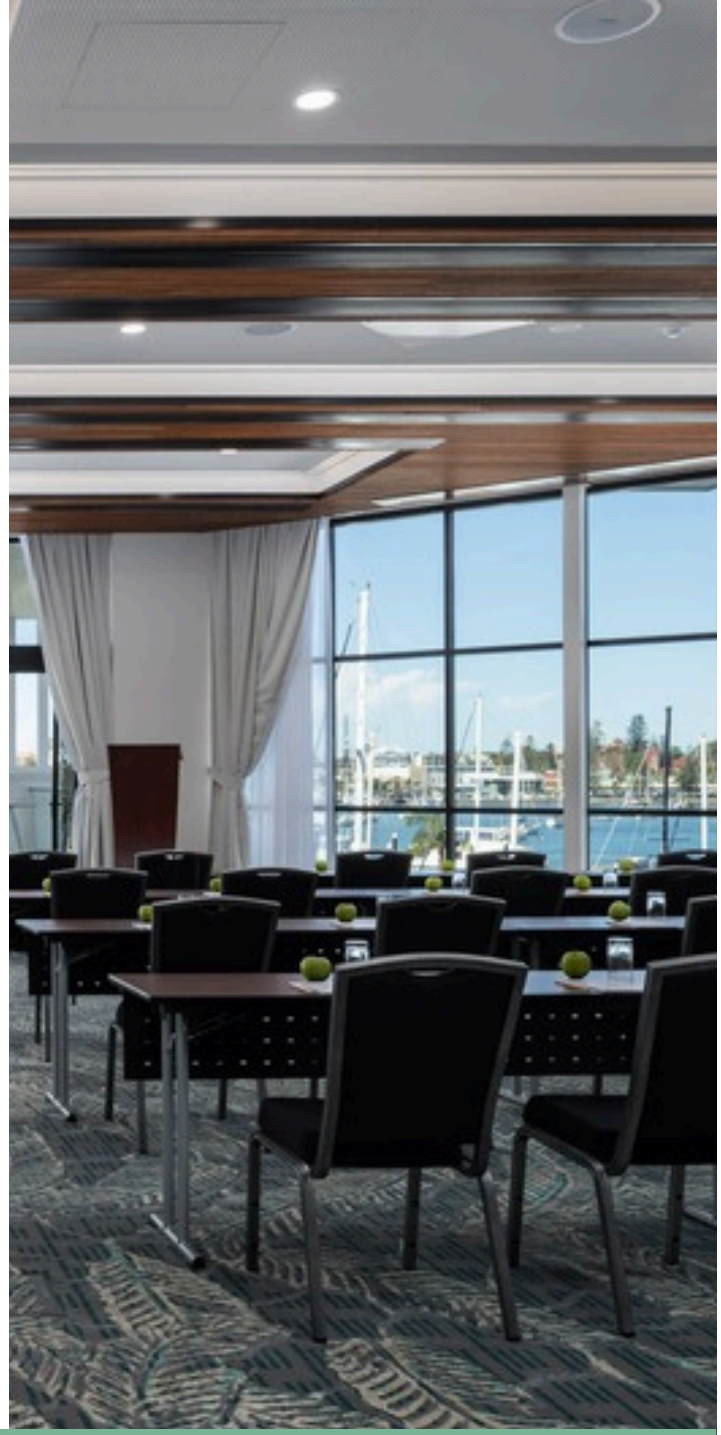
FULL DAY DELEGATE PACKAGE

Full Day Delegate Package
From $79pp

Half Day Delegate Package
From $69pp
Select either morning or afternoon tea

Includes
Conference room hire, 8am - 5pm*
Complimentary high speed WiFi
Arrival tea and coffee
Morning tea (including fruit platter)
Buffet style lunch*
Afternoon tea (Including fruit bowl)
Standard audio visual equipment including one screen & projector
One whiteboard
One flipchart
Stationary Station - pens, notepads & water

*minimum numbers apply



DAY DELEGATE MENU

Minimum 15 people

MONDAY

Arrival
Freshly brewed coffee
Tea Selection

Morning Tea
Freshly brewed coffee
Tea Selection
Fruit platter
Assorted mini beef pies

Seaside Lunch Buffet
Panko crumbed reef fish (I)
Salt & pepper squid (I)
Salted hot chips
Bread rolls
Tartare sauce
Citrus
Garden salad
Assorted soft drinks & Juice

Afternoon Tea
Freshly brewed coffee
Tea Selection
Assorted mini muffins

TUESDAY

Arrival
Freshly brewed coffee
Tea Selection

Morning Tea
Freshly brewed coffee
Tea Selection
Fruit platter
Assorted mini quiche

Mexican Lunch Buffet
Flour tortillas
Corn chips
Spiced bean chilli
Shredded chicken
Crispy fish (I)
Grated cheese
Shredded lettuce
Rice
Beans
Guacamole | Sour cream
Assorted soft drinks & Juice

Afternoon Tea
Freshly brewed coffee
Tea Selection
Banana bread

WEDNESDAY

Arrival
Freshly brewed coffee
Tea Selection

Morning Tea
Freshly brewed coffee
Tea Selection
Fruit platter
Ham & cheese croissants

Asian Buffet
Vegetarian nasi goreng
Chicken & cashew stir fry
Sweet & sour pork
Mini spring rolls
Vermicelli glass noodle salad
Prawn crackers (I)
Assorted soft drinks & Juice

Afternoon Tea
Freshly brewed coffee
Tea Selection
House Danish pastries

THURSDAY

Arrival
Freshly brewed coffee
Tea Selection

Morning Tea
Freshly brewed coffee
Tea Selection
Fruit platter
Assorted mini quiches

Italian lunch Buffet
Assorted chef pizzas
Pesto penne pasta
Garlic bread
Rocket & parmesan salad
Condiments
Assorted soft drinks & Juice

Afternoon Tea
Freshly brewed coffee
Tea Selection
Assorted friands

FRIDAY

Arrival
Freshly brewed coffee
Tea Selection

Morning Tea
Freshly brewed coffee
Tea Selection
Fruit platter
Mini pork sausage rolls

DIY Burger Station
Selection of brioche buns
Angus beef meat patties
Southern fried chicken
Sweet potato wedges
Hot chips with sauces
Iceberg lettuce
American cheddar cheese
BBQ onions
Sliced tomato
Beetroot
Pineapple
Assorted soft drinks & Juice

Afternoon Tea
Freshly brewed coffee
Tea Selection
Assorted mini donuts

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INDIVIDUAL OPTIONS

MORNING OR AFTERNOON TEA
$14PP

Select teas & freshly brewed coffee
Assorted juices
Daily selection from the morning or afternoon tea menu

LIGHT SANDWICH LUNCH
$29PP

Freshly brewed tea & coffee
Soft drinks
Assorted sandwiches and wraps

HIGH TEA
$56PP

Freshly brewed tea & coffee, scones, chocolate macaroons, Victoria sponge, lemon meringue tart, poached prawn croissants (A), cream cheese & cucumber sandwiches, coronation chicken brioche, homemade sausage roll, curried lamb scotch egg and anchovies on toast (I)

PRE-SELECTED LUNCH
$32PP

Our pre-selected menu offers a selection of five classic lunch items for groups. Choose from Fish & Chips (I), Love Local Burger, Caesar Salad (I), Margherita Pizza or BBQ Chicken Pizza, all served with soft drink.
*maximum 15 guests

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CANAPÉS

Classic Canapés

- Pumpkin arancini, confit garlic aioli
- Caramelised onion & goat cheese tartlet, confit tomato
- Smoked salmon tartar, cucumber, pickled ginger, sesame (I)
- Sesame crusted halloumi, hot honey
- Sticky glazed pork belly bites, pickled cucumber
- Beetroot & goats cheese crostini, caramelised walnuts
- Beef croquettes, wholegrain mustard mayo
- Harissa & honey chicken skewers, mint yoghurt
- Caprese skewers, cherry tomato, mozzarella, basil & candied balsamic
- Peking duck spring roll, hoisin sauce
- Flash fried lemon pepper prawns, green goddess dressing (I)

Substantial Canapés

- Soba noodles, herbs, cucumber, wakame, edamame, sesame dressing
- Thai beef salad, rice noodles, fragrant leaves, nam jim dressing
- Wild mushroom & truffle gnocchi, chives, pine nut pangrattato
- Smoked salmon & garden pea orecchiette pasta, crème fraiche, pea shoots (I)
- Salt & pepper calamari, fries, citrus aioli (1)
- Battered fish & chips, lemon, tartare sauce (I)
- Grilled chicken slider, lettuce, sriracha aioli
- Angus beef slider, pickles, ketchup
- Mini lobster roll, dill pickles (M)

Sweet Canapés

- White chocolate, coconut truffles
- Lemon tartlets
- Salted caramel tartlets
- Basque cheesecakes
- Lamington cake pops
- Passion fruit pavlova

CANAPÉ PACKAGES

Minimum 20 guests required

Each guest will receive 1.5 servings of each selected canapé and 1 serving of each selected substantial canapé.

SELECTION OF 4 CANAPÉS
(4 classic canapés)
$25 per person

SELECTION OF 7 CANAPÉS
(6 classic or sweet & 1 substantial)
$52 per person

SELECTION OF 9 CANAPÉS
(7 classic or sweet & 2 substantial)
$62 per person

SELECTION OF 11 CANAPÉS
(8 classic or sweet & 3 substantial)
$72 per person

ADDITIONAL CANAPÉ OPTIONS
Classic Canapés $7ea
Substantial Canapés $10ea

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SHARE PLATTERS

Each platter serves 10 guests. Menus subject to change.

Antipasto Platter $160

Inclusive of cured meats, mozzarella, marinaded vegetables, olives, pickles & fruits,
served with breads & crackers

Cheese Platter $150

Inclusive of a selection of cheeses, pickles, quince paste, chutney, dried & fresh fruits,
served with breads & crackers

Mezze Platter $95

Inclusive of house-made hummus, tzatziki, babaganoush, tabbouleh, falafels, olives, marinaded capsicum, parsley & feta,
served with flat breads, pitas & lavosh

Late Night Platter $180

Inclusive of gourmet mini pies, mac & cheese croquettes, sausage rolls, cheeseburger spring rolls,
served with tomato relish & BBQ sauce

Seafood Platter $135

Inclusive of smoked salmon, cooked prawns, marinaded anchovies, lemon pepper calamari & crumbed whiting fillets,
served with sriracha aioli, tartare sauce & citrus (M)

Mixed Fruit Platter $170

Inclusive of freshly cut seasonal local fruits



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CLASSIC SET MENU

TWO COURSE $73 PP

THREE COURSE $83 PP

Includes dinner roll and tea/coffee

Entreé

please select two entreés, alternate serve

- House cured salmon, horseradish, pickled Spanish onions, micro greens, herb oil(I)
- Twice cooked crumbed brie, sourdough, candied walnuts, honey
- Confit duck rillettes, fig jam, toasts
- Lemon pepper squid, citrus aioli, herb oil (I)
- Prawn & crab cocktail, lettuce, Marie Rose sauce, chives, citrus (M)
- Caramelised onion, feta, roasted pumpkin tart, watercress, salted pumpkin seeds
- Dukkah crusted beef carpaccio, radish, harissa, pomegranate

Main

please select two mains, alternate serve

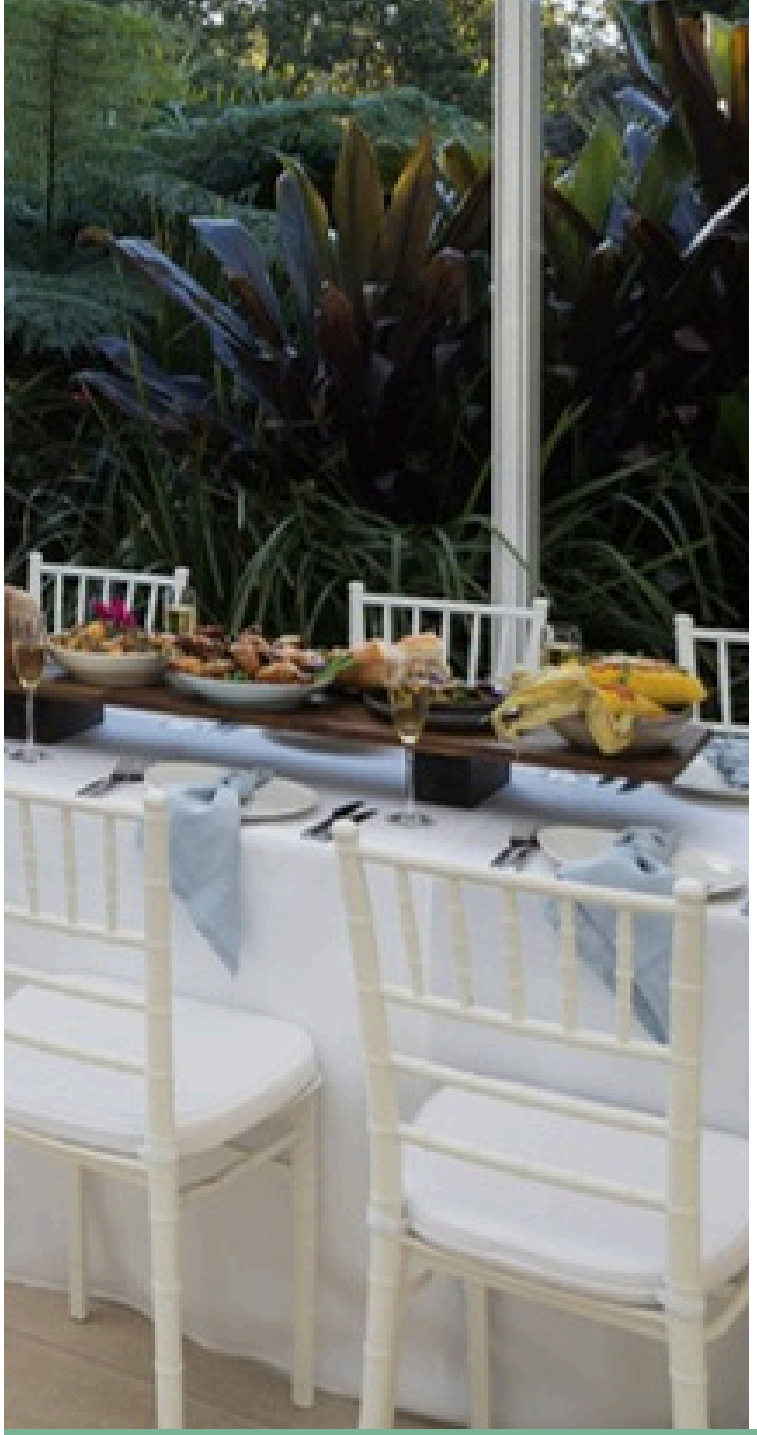
- Twice cooked beef cheek, horseradish potato purée, lemon & chive gremolata, charred golden shallots, red wine jus
- 18 hour slow cooked lamb shoulder, dauphinoise potato, crushed minted peas, port jus
- Crispy skin barramundi, coconut rice, greens, Thai red curry sauce (I)
- Pan roasted chicken breast supreme, parmesan potato pavé, cacciatore sauce
- Crispy roasted pork belly, potato rosti, butternut squash puree, crispy sage, cider jus
- Chargrilled beef fillet, confit garlic, smashed sweet potato, spinach, chimichurri
- Seared Atlantic salmon, lemon & herb crushed chats, lemon caper butter sauce (I)
- Mixed mushroom ragout, potato gnocchi, Persian feta & pine nut, thyme pangrattato
- Miso glazed eggplant, coriander rice, sesame seasoned greens

Dessert

please select two desserts, alternate serve

- Apple crumble tart, salted caramel, whipped vanilla bean cream
- Raspberry & white chocolate cheesecake
- Passionfruit pavlova roulade, macerated berries
- Dark chocolate & hazelnut praline mousse, blueberry compote
- Coconut & lime panna cotta, basil syrup, ginger crumb

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FEASTING MENU

$78PP

Includes dinner roll and tea/coffee

Main selection

please select three items to be served in the centre of the table

- Slow cooked lamb shoulder, crushed garden peas, port jus, mint
- Roasted chicken adobo, charred spring onion
- Grilled dory fillets, spinach, lemon, dill crumb (I)
- Seared beef, red wine jus, horseradish cream, dressed watercress
- Flash fried lemon pepper squid, citrus, parsley (I)
- Slow cooked beef brisket, spiced butter bean, parsnip puree
- Roasted pork belly, butternut squash puree, cider jus, crispy sage
- Steamed market fish, soy, ginger, chilli, shallots (M)
- Wild mushroom ragu, feta polenta, hazelnuts
- Rigatoni caprese, stracciatella, olive crumb
- Roasted pork tenderloin, smashed sweet potato, chimichurri
- Ras el Hanout lamb rack, mixed herb pearl couscous, pickled red onion, parsley

Side selection

please select three items to be served in the centre of the table

- Roasted carrots, labneh, dukkah
- Seasonal greens, salsa verde
- Freekeh tabbouleh
- Crispy smashed chats, lemon salt
- Balsamic glazed crispy brussel sprouts
- Moroccan roasted cauliflower, pomegranate, mint
- Butternut squash mac & cheese, chives
- Roasted beets, goats cheese, caramelised walnuts
- Charred Cabbage, citrus tahini
- Smashed cucumber salad, sesame, soy, chili, garlic

Sauce Selection (select two items)

- Red wine Jus | Diane | Béarnaise | Peppercorn

Dessert selection

please select one item to be served in the centre of the table

- Selection of mini fruit & chocolate tarts
- Pavlova grazing board

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BEVERAGE PACKAGES

All beverage packages include a non alcoholic selection of juices & soft drinks

BALLROOM CLASSIC

2 hours | $37pp
3 hours | $40pp
4 hours | $46pp

Wines
Woodbrook Farm Brut Cuvée
Woodbrook Farm Sauvignon Blanc
Woodbrook Farm Chardonnay
Woodbrook Farm Shiraz
Woodbrook Farm Cab Sauvignon

Tap Beer
Carlton Dry
Great Northern
Toohey's New
Balter XPA

Bottled Beer
Hahn Super Dry 3.5

BALLROOM PREMIUM

2 hours | $42pp
3 hours | $48pp
4 hours | $54pp

Wines
Wildflower Prosecco
Wicks Estate Sauvignon Blanc
Alte Chardonnay
Cantina Di Gambellara Pinot Grigio
Young Poets Moscato
Quilty & Gransden Merlot
Alte Shiraz

Bottled Beer
Hahn Super Dry 3.5

Tap Beer
Carlton Dry
Great Northern
Toohey's New
Stone & Wood
Byron Bay
Asahi
Balter Eazy Hazy

PAVILION CLASSIC

2 hours | $37pp
3 hours | $40pp
4 hours | $46pp

Wines
Woodbrook Farm Brut Cuvée
Woodbrook Farm Sauvignon Blanc
Woodbrook Farm Chardonnay
Woodbrook Farm Shiraz
Woodbrook Farm Cab Sauvignon

Beer
Carlton Dry (Bottle)
Great Northern (Bottle)
Toohey's New (Bottle)
Hahn Super Dry 3.5 (Bottle)
Balter XPA (Can)

PAVILION PREMIUM

2 hours | $42pp
3 hours | $48pp
4 hours | $54pp

Wines
Wildflower Prosecco
Wicks Estate Sauvignon Blanc
Alte Chardonnay
Cantina Di Gambellara Pinot Grigio
Young Poets Moscato
Quilty & Gransden Merlot
Alte Shiraz

Beer
Carlton Dry (Bottle)
Great Northern (Bottle)
Toohey's New (Bottle)
Hahn Super Dry 3.5 (Bottle)
Stone & Wood (Bottle)
Byron Bay (Bottle)
Asahi (Bottle)
Balter XPA (Can)
Balter Eazy Hazy (Can)

Beverage list subject to change based on availability

The Hotel upholds the principles of Responsible Service of Alcohol and in accordance with the Liquor License applicable to these premises.
The Hotel reserves the right to refuse service to persons suspected of being under the age of 18 years and to any person who shows signs of intoxication

ACCOMMODATION



STANDARD KING

Relax in a Standard King Room featuring a Rydges Dream King Bed, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has no balcony, terrace or view.



SUPERIOR STANDARD SUITE

Relax in a Superior Standard King Room featuring a Rydges Dream King Bed, two king single Dream beds, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with views over Park Street.



GARDEN VIEW KING

Relax in a Garden View King Room featuring a Rydges Dream King Bed, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with views over our landscaped gardens.



GARDEN VIEW SUITE

Relax in a Garden View Suite featuring a Rydges Dream King Bed and two Rydges Dream King Single Beds, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with views over our landscaped gardens.



ACCESSIBLE KING

Relax in an Accessible Room featuring a Rydges Dream King Bed, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. There is lift access and a spacious barrier free bathroom. Please note this room type has no opening windows and no balcony with views over Park Street.



WATER VIEW KING

Relax in a Water View King Room featuring a Rydges Dream King Bed, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with water views over the Hastings River, Marina or pool.



WATER VIEW SUITE

Relax in a Water View Suite featuring a Rydges Dream King Bed and two Rydges Dream King Single Beds, flat screen TV, media HUB, mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with water views over the Hastings River, Marina or pool.



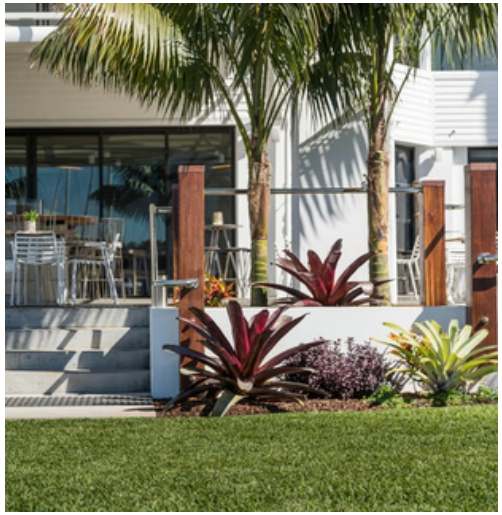
EXECUTIVE SUITE

Relax in a spacious Executive Suite featuring an open plan kitchen/living room with flat screen TV, separate bedroom with a Rydges Dream King Bed and TV, media HUB, full size refrigerator with mini-bar, ceiling fan and free WI-FI. This room type has a balcony or terrace with unrestricted water views over the Hastings River.

SUSTAINABILITY

“At Sails Port Macquarie, we acknowledge our responsibility to respect the environment and reduce our carbon footprint for the benefit of the community in which we operate. We are committed to managing our impact while exploring new and innovative ways to minimise wastage and protect our environment.”

EVT's Elevate Program As an EVT Hotel & Resort, Rydges Port Macquarie is committed to doing business in a way that contributes to a better tomorrow for our customers, our communities and our environment. We pledge to make change happen by implementing sustainable practices across our group. Such as, Sustainable Design, Sustainable Practices & Procurement, and Transparency & Reporting. To learn more, click here.



- Incentivised towel & sheet hotel room change
- Food & beverage rewards for declining housekeeping services reducing water wastage
- Reduced single use plastics
- Large format bathroom amenities
- Participation in ‘Soapaid’ - soap recycling program
- Bar, kitchen & events spaces implementation of three stream waste system
- Working with produce suppliers within a 100km radius reduces transport emissions
- Use of recycled stationary
- Utilisation of LED lighting in hotel rooms, hallways & lobby
- 2 electric vehicle charging stations in the hotel carpark



SAILS PORT MACQUARIE BY RYDGES

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ENQUIRIES

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