THE TALL TIMBERS HOTEL
EST. 1949

A Celebration of Life

Wake & Memorial Gathering Information

We understand that saying goodbye to someone special is never easy. At The Tallies, our team is here to help provide a welcoming, comfortable space where family and friends can come together, share memories and celebrate a life well lived. We hope to make the arrangements as simple as possible during this difficult time.

Your private gathering

Our function room is available for a private three-hour gathering, with booking times scheduled between 11:30am and 5:00pm. Room hire is $150, with a $150 deposit required to secure your booking. The deposit is applied to the room hire.

Thoughtful inclusions

- Private use of our function room for your confirmed three-hour booking
- Tables dressed with black tablecloths
- Self-service tea and coffee station with individual sachets and hot water urn
- Televisions for a memorial slideshow or video — you are welcome to bring a computer and USB
- Bluetooth speaker for music
- A memorial display table, if required, with room for casket flowers, a guest book and framed photographs

Drinks

Guests are welcome to purchase drinks from the hotel's main bar. The private function-room bar is available with a minimum bar tab of $1000, subject to prior arrangement and staffing availability. All beverages are charged separately from room hire.

Platters to share

Our platters are served on a shared food station with a selection of sauces and condiments. The serving suggestions below are a guide for light grazing and can vary depending on your guests and whether food is intended as a full meal. A minimum of 3 platters must be ordered for all functions.

Platter / price	What's included	Suggested grazing serves
Fruit $120	Seasonal selection of fruit	Approximately 10–15 guests
Sandwich $130	Mixed selection of sandwiches (approximately 64 pieces)	Approximately 15–20 guests
Charcuterie $130	Cured meats, marinated olives, pickled cucumber, local and imported cheeses, dried fruit and crackers	Approximately 10–15 guests
Asian $150	Spring rolls, dim sim, satay chicken skewers and prawn crackers	Approximately 15–20 guests
Party Starter $150	Pies, sausage rolls, nuggets and fish cocktails	Approximately 15–20 guests
Sweet $150	Selection of pastries, slices, cakes and muffins	Approximately 15-20 guests
Sliders (20) $150	Tallies beef burger and Korean fried chicken burger sliders	Approximately 6–10 guests

For guests who may be relying on the platters as their main meal, we recommend allowing more food. We're happy to help you choose a suitable selection based on your guest numbers.

Food service & dietary needs

Unless you request another time in advance, we will serve your platters 30 minutes after your booking begins. As platters are prepared and ordered specifically for your gathering, additional platters cannot be added on the day. Guests are welcome to order food from our bistro during its normal trading hours.

Please tell us about dietary needs when confirming your catering. Our kitchen handles gluten, nuts, sesame, shellfish and other allergens; while we take care with dietary requests, we cannot guarantee an allergen-free environment.

Booking information & terms

Securing your booking. A $150 deposit is required to confirm the date and time. Your booking is secured once payment is received and confirmed by our team.

Catering deadline and minimum spend. Please confirm all platter selections and orders no later than 72 hours before your gathering. A minimum of 3 platters are required for all functions.

Final payment. Any remaining balance will be invoiced and payment required 48 hours prior.

Room hire period. Your booking includes three hours in the function room, entirely within the 11:30am–5:00pm booking window. Unfortunately, the private room hire can be extended for an extra $75 per hour. Alternatively, you and your guests are very welcome to continue spending time together in other public areas of the hotel, subject to availability.

Memorial slideshow. Please bring your own computer and USB, and let us know in advance if you intend to play a slideshow or memorial video so we can assist with the setup.

Private bar. Use of the private bar is an optional $250 addition and must be arranged in advance; otherwise drinks are available for purchase at the main bar. The private bar fee is waived with a bar tab minimum of $1000.

Changes or cancellation. If your plans change, please contact us as soon as possible so we can discuss the available options and any catering already arranged.

We are here to help

If there is anything we can do to help make the gathering more personal or comfortable, please let us know. Our team will do our best to assist with the details so you can focus on being with those who matter most.

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