

# FUNCTION PACK





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## Contact Functions

Phone: 0400 038 942 [events@ehph.com.au](mailto:events@ehph.com.au)

The Esplanade Hotel - 2 The Esplanade, Port Hedland WA

# Welcome

First constructed in 1904, The Esplanade Hotel has distinctive exposed stonework and elegant iron work. The Esplanade Hotel has maintained its rich heritage as it has been developed through the years. It is often described as the most impressive and hand-some building in Port Hedland.

The Esplanade Hotel Port Hedland offers our guests a range of family friendly and premium dining choices, the sophistication of a lounge bar or the relaxed atmosphere and ambience of the terraced deck in an outdoor setting perfect to take in the Pilbara's balmy evenings.

Casual or formal, we can organise an event that will be sure to impress you and your guests. We will ensure that having your function at the Esplanade Hotel Port Hedland is an event to remember.

As always, you will have the Esplanade Hotel Port Hedland experience of quality food and outstanding service. To assist in your planning, this function pack details many of the wonderful options available in the hotel. We can also provide bespoke functions.

For all enquires please contact our Events Coordinator at [events@ehph.com.au](mailto:events@ehph.com.au).

## Features & benefits

- Port Hedland's premier hotel and function spaces
- Located in the heart of Port Hedland's west end close to art galleries and cafes
- Beautiful garden setting with festoon lighting for memorable outdoor events
- Variety of spaces suitable for your functions
- Endless possibilities for you to design, theme and make your function unique
- Expert team of event management, chefs, food & beverage staff catering your function
- Innovative, fresh, and fantastic food options for every event
- Vegan, vegetarian, dairy-free and gluten-free options
- Chef prepared meals, created from HACCP approved kitchen
- COVID safe venue and hygiene practices
- Plenty of space for guests to relax

# Room styles & capacities

Room	Capacity	Set up
<b>Cabaret</b>		
Courtyard	90	
Paved area	120	
Paved area with stage	100	
<b>Theatre</b>		
Courtyard	150	
1904	40	
Crow's Nest	30	
<b>U Shape</b>		
1904	20	
Crow's Nest	20	
<b>Boardroom</b>		
1904	20	
Crow's Nest	20	
<b>Classroom</b>		
Courtyard	100	
1904	30	
Crow's Nest	40	
<b>Banquet</b>		
Courtyard	100	
Paved area	100	
1904	40	
<b>Cocktail</b>		
Courtyard	110	
Paved area	150	
Deck	60	
Crow's Nest	50	
<b>High Tea</b>		
1904	60	Tables of 4, 6 or 8 people on booking
<b>All areas</b>		
Maximum	275	



# Crow's Nest

Our newly refurbished Crow's Nest venue space. Spectacular views over the Port Hedland harbour. The Crow's Nest is the perfect private venue for meetings and private functions with its own bar.

**PLEASE NOTE:** Currently there is **NO ACCESS** to the balcony

All Crow's Nest events must conclude by no later than 8:30pm

## Space hire fee

\$ 250

## Room styles & capacities

	Minimum	Maximum
Cocktail	30	50
Boardroom	n/a	20
Theatre	n/a	30
High Tea	n/a	50
U-shape	n/a	20
Classroom	n/a	24

## Catering options

High Tea Menu - **HIGH TEA IS CURRENTLY UN-AVAILABLE**

Bookings taken in groups of 4, 6 or 8.

Exclusive use for High Tea requires a minimum booking of 40 people.

Refer to page 19

### Business meeting packages

Refer to page 22

### Boxed lunches

Refer to page 23

### Canapes

Refer to page 21

### Platters

Refer to page 20





# 1904

Named after the year in which the Esplanade Hotel was established. This versatile space is fantastic for conferences, training sessions, small seminars or meetings, private dining for small groups, or high teas

## Space hire fee

\$ 250

## Space styles & capacities

	Minimum	Maximum
Cocktail	30	50
Boardroom	n/a	20
Theatre	n/a	30
High Tea	n/a	30
U-shape	n/a	20
Classroom	n/a	30

## Catering options

High Tea Menu - **HIGH TEA IS CURRENTLY UN-AVAILABLE**

Refer to page 19

### Business meeting packages

Refer to page 22

### Boxed lunches

Refer to page 23

### Canapes

Refer to page 21

### Platters

Refer to page 20



# Grassed area

Landscaped gardens make an oasis in the heart of Port Hedland. For lavish cocktail parties or event set menu dining, we've got you covered. Space is suitable for events for more than 30 people.

## Space hire fee

\$ 250

## Room styles & capacities

	Minimum	Maximum	with Stage
Cocktail	40	120	100
Theatre	40	120	100
Cabaret	40	100	80
Banquet	40	120	100

## Catering options

### Canapes

Refer to page 21

### Platters

Refer to page 20

### Set Menus

Refer to page 24



INDIGENOUS NIGHT  
AN EVENING WITH  
THE WILD PEOPLE

LEARN WHITE & WHITE WISDOM  
WITH THE WILD PEOPLE

LEARN WHITE & WHITE WISDOM  
WITH THE WILD PEOPLE

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WITH THE WILD PEOPLE

# Deck area

A versatile space for baby showers, family gatherings, chilled out get togethers or seated events. Situated under the tree with oversized picnic tables it flows out onto the courtyard.

*Bookings start from groups of 20 people – maximum 40. No hire fee.*

*PLEASE NOTE: This is a shared space with restaurant patrons.*

## Space styles & capacities

	Minimum	Maximum
Long table	20	40

## Catering options

### Platters

Refer to page 20

### Set Menus

Refer to page 24



# Paved area

The paved area with landscaped gardens is a versatile area for large groups such as corporate functions, private parties and live shows.

## Space hire fee

\$ 250

## Space styles & capacities

	Minimum	Maximum	Maximum with Stage
Cocktail	40	140	120
Cabaret	60	100	80
Banquet	60	120	100

## Catering options

### Canapes

Refer to page 21

### Platters

Refer to page 20

### Set Menus

Refer to page 24





# All areas

Incorporating the restaurant, deck area, courtyard and paved area. We are licensed up to 275 people for these areas and provides exclusive use of bar and outdoor area for your function.

## Space hire fee

\$ 1000

## Space styles & capacities

	Minimum	Maximum	Maximum with Stage
Cocktail	200	275	275
Cabaret	200	275	275
Banquet	200	275	275

## Catering options

### Canapes

Refer to page 21

### Platters

Refer to page 20

### Set Menus

Refer to page 24



# Esplanade bar

Think 1920's New York jazz club; subtle lighting, moody hues, chocolate tones and delicious cocktails. The perfect location to host a cocktail party or private cocktail party.

## Space hire fee

Shared space. Space hire fee of \$100 applies on Friday, Saturday and Sunday

## Space styles & capacities

	Minimum	Maximum
Cocktail	10	30

## Catering options

### Platters

Refer to page 20

Groups of less than 20 can order from restaurant menu at bar

# High Tea **CURRENTLY NOT AVAILABLE**

with free-flowing bubbles

Bookings in groups of 4, 6 or 8

or exclusive High Tea minimum booking 40 people

**\$ 69pp**

## **Traditional Menu**

### **Assorted Finger Sandwiches**

cucumber, cream cheese, dill and chive

leg ham with seeded mustard

smoked salmon, rocket and capers

Spanner crab with mayonnaise, coriander, shallot and lime juice

rare roast beef with chutney on brioche

### **Savoury**

gourmet sausage roll: meat and vegetarian

frittata (V)

caramelised muffin with smoked cheese and bacon

sweet onion and goats cheese tart

### **Sweet**

scones with double cream and preserves

petite strawberry tarts

macaroons

petite chocolate brownie

assorted mini desserts

# Platters

\*platters cater for 10 people

## Seasonal fruit

assortment of sliced and prepared seasonal fruit with yoghurt and coulis  
\$ 60

## Cheese

selection of 3 cheeses with quince paste, muscatel's, nuts, dried fruit, crackers and crusty bread  
\$ 110

## Charcuterie

selection of thinly sliced cured meats and cheese served with a variety of pickles, chutney's, relishes and breads  
\$ 110

## Chef selection

Chef's selection of 5 assorted canapes (from canapes menu), served assorted on platters  
\$ 110

## Seafood Platter

selection of hot and chilled Western Australian seafoods; prawns with cocktail sauce, natural oyster's with Sunrise lime, smoked salmon with horseradish and dill crema, chilli mussels, 1/2 shell scallops with charred lemon dressing, served with crusty bread and butter  
\$ 220

## Wraps & rolls

fresh wraps, rolls and sandwiches.

choice of fillings :

- Chicken, avocado and salad
- Ham and cheese
- Silverside and salad
- Roast beef, chutney and salad
- Prosciutto and salad
- Vegetarian option available
- Vegan option available
- Gluten free option available

\$ 110

## Sweets

selection of 4x sweet canapes (from canape menu) selection

# Canapes

\*minimum booking 30 guests

\*\*minimum 5 canape option

EG 30 guests with 5 x \$5 Canapes = \$25 per head

## Cold canapes

1. Oyster natural with Sunrise lime <b>DF GF</b> .....	\$5.0 each
2. Smoked salmon blini with horseradish and dill crema .....	\$5.0 each
3. Cherry tomato, basil and bocconcini skewers <b>GF</b> .....	\$6.0 each
4. Seared beef and mushroom tartlet, Balsamic cream .....	\$5.0 each
5. Beetroot and feta tartlet .....	\$6.0 each
6. Semi-dried tomato and bocconcini tartlet <b>v</b> .....	\$4.0 each
7. Prosciutto wrapped grissini sticks .....	\$6.5 each

## Hot canapes

1. Assorted cocktail pies .....	\$3.5 each
2. Mini sausage rolls with tomato jam .....	\$3.5 each
3. Mini quiche selection .....	\$4.0 each
4. Oyster Kilpatrick <b>DF GF</b> .....	\$6.0 each
5. Takoyaki (octopus and vegetable balls), Japanese mayo, pickled ginger and bonito <b>GFO</b> .....	\$4.5 each
6. Chilli salt crusted prawns with soy caramel .....	\$7.0 each
7. Zucchini and feta fritters <b>v GF</b> .....	\$5.0 each
8. Mini brie toasty with onion jam .....	\$4.5 each
9. Buffalo chicken wings with ranch dressing <b>GFO</b> .....	\$4.0 each

## Sweets

1. Mini passionfruit tarts .....	\$4.0 each
2. Mini salted caramel and chocolate tarts .....	\$4.5 each
3. Assorted petite fours .....	\$3.0 each
4. Mini chocolate mousse cups <b>GF</b> .....	\$3.5 each
5. Strawberry & marshmallow skewer <b>DF</b> .....	\$4.0 each
8. Churros with salted caramel and chocolate sauces .....	\$4.5 each

## Stand-up Substantials

\*an add on to any function. Served in eco-friendly, disposable containers

1. Pulled pork sliders, chipotle BBQ <b>DF</b> .....	\$13.0 each
2. Spiced lentil and carrot sliders , ranch sauce <b>DF GFO</b> .....	\$12.5 each
3. Panko chicken slider, cucumber pickled shallot and sriracha mayo <b>DFO</b> .....	\$10.0 each
4. Fish goujon's and chips, siracha mayo.....	\$15.5 each
5. Chicken curry bowl, rice and raita <b>GF</b> .....	\$14.0 each
6. Falafel on mini pita, hummus, yoghurt and coriander <b>v</b> .....	\$12.5 each
7. Pork nacho's: pulled pork BBQ, cheese melt, jalapenos <b>GF DFO</b> .....	\$13.0 each

V = vegetarian GF = gluten free GFO = gluten free option DF = dairy free DFO = dairy free option

# Business meeting packages

1/2 day package morning or afternoon tea & lunch \$ 45pp

Full day package \$ 55pp

\*package includes all day filtered coffee, selection of tea, juices and water. \*\*please advise dietary intolerances at time of booking \*\*\*barista made coffee additional cost

## Morning tea

choose 2 items

1. Assorted mini pastries
2. Assorted muffins
3. Assorted freshly baked biscuits
4. Mini breakfast leek and bacon quiche
5. Croissants with butter, assorted jams
6. Smoked ham and cheddar cheese croissants
7. Breakfast spinach and bacon frittata, cherry tomato compote
8. Seasonal fruit platter, honey yoghurt, passionfruit syrup

## Lunch

1. Wraps and rolls with assorted fillings

- Chicken, avocado and salad
- Ham and cheese
- Silverside and salad
- Roast beef, chutney and salad
- Prosciutto and salad
- Vegetarian option available
- Vegan option available
- Gluten free option available

2. Your choice of salad:

- Confit duck, pickled pineapple, coriander, mint, spring onions, cabbage, quinoa and sweet soy dressing DF
- Beetroot, spinach, walnuts, goats cheese, Balsamic herb vinaigrette GF, Vegan option
- Caesar salad

3. Seasonal fruit platter

## Afternoon tea

choose 2 items:

1. Assorted mini pastries
2. Assorted muffins
3. Assorted freshly baked biscuits
4. Smoked ham and cheddar cheese croissants
5. Seasonal fruit platter, honey yoghurt, passionfruit syrup

## Boxed lunches

\$ 30 pp

\*Order forms located at back of Function Pack. See page 23 for boxed lunch menu.

# Outside catering

We are able to offer a selection of catering for pick up only.

## Business meeting packages

Half day package \$ 40pp

Full day package \$ 50pp

## Platters

Seasonal fruit \$ 6.0pp

assortment of sliced seasonal fruit with yoghurt and coulis

Cheese \$ 11.0pp

Selection of 3 cheeses with quince paste, muscatel's, nuts, dried fruit, crackers and crusty bread

Charcuterie \$ 11.0pp

Selection of thinly sliced cured meats and cheese served with a variety of pickles, chutney's, relishes and breads

Chef Selection \$ TBA per item

Selection of items from the cold canape list only.

Sweets \$ TBA priced per item

selection of mini sweets, petite fours, chocolate dipped strawberries and mini sugared doughnuts from canapes menu

## Boxed lunches

**\$30pp**

Contains: 1x Wrap plus 1x sandwich option of:

- Chicken, avocado and salad
- Ham and cheese
- Silverside and salad
- Roast beef, chutney and salad
- Prosciutto and salad
- Vegetarian option available
- Vegan option available
- Gluten free option available

1. Piece of seasonal fruit
2. Health bar
3. Sweet muffin
4. Bottled water or juice

\*order forms located at back of Function Pack

\*\*please advise dietary intolerances at time of booking. We can cater for gluten free, dairy free, vegetarian and vegan.

\*\*\*pickup only.



# Set menus

## 2 course menu (Entrée + Main)

## 2 course menu (Main +Dessert)

## 3 course menu (Entrée + Main + Dessert)

Maximum 2 items from list per course, served as alternate drop.

### Entree

1. Chicken & vermicelli spring rolls, lettuce, fresh herbs, chilli and peanut hoisin sauce (DF)..... \$24
2. Chicken bao with sriracha-mayo, cucumber, coriander, shallots, and panko ..... \$18
3. Fried Takoyaki (octopus & vegetable), bonito flakes, pickled ginger, Japanese mayo, furiake, soy dressing (DF) ... \$24
4. Tempura softshell crab, slaw, cucumber ribbon, watermelon, nori seasoning (GF DF)..... \$22
5. Confit duck, pickled pineapple, coriander, mint, spring onions, cabbage, quinoa and sweet soy dressing (GF DF)... \$25

### Main

1. Crumbed chicken breast schnitzel, with chips and salad. .... \$26  
Choice of topping(1 choice only per function); Traditional parmi, schnitzel and sauce (pepper or mushroom)
2. W.A. local tempura fish & chips with salad, lemon and tartare ..... \$34
3. Mediterranean falafel bowl, flat bread, cucumber tomato, rocket, red onion, lemon, feta with tahini dressing, hummus and yoghurt ..... \$24
4. Lamb massaman curry, roast potato, baby carrots & broccolini (GF DF) ..... \$34
5. Beef cheek in red wine sauce, mashed potato, baby carrot and asparagus (GF DF) ..... \$34

### Dessert

1. Salted caramel and chocolate tart, raspberry textures, vanilla ice cream..... \$15
2. Sticky date pudding, almond praline, butterscotch, vanilla ice cream ..... \$15
3. Double chocolate and walnut brownie with cookies and cream..... \$15
4. Trio of sorbets with almond praline and lime sherbet (GF DF V)..... \$12
5. Fresh seasonal fruit salad & lime sorbet (GF V DF Vegan) ..... \$12

\*please advise all dietary requirements. We can cater for gluten free, dairy free, vegan, vegetarian

GF - Gluten Free  
DF - Dairy Free  
V - Vegetarian

# Beverage packages

## 2-hour packages

**\$ 32pp** includes

1x light, 1x full strength beer, 1x sparkling wine, 1x white wine, 1x red wine

**\$ 42pp** includes

1x light, 1x full strength beer, 1x cider 1x sparkling wine, 2x white wine, 2x red wine

**\$ 50pp** includes

1x light, 2x full strength beer, 1x cider, 1x sparkling wine, 3x white wine, 3x red wine

## 3-hour packages

**\$ 40pp** includes

1x light, 1x full strength beer, 1x sparkling wine, 1x white wine, 1x red wine

**\$ 50pp** includes

1x light, 1x full strength beer, 1x cider 1x sparkling wine, 2x white wine, 2x red wine

**\$ 60pp** includes

1x light, 2x full strength beer, 1x cider, 1x sparkling wine, 3x white wine, 3x red wine

\* package applies to groups more than 30 people. Surcharge applies if minimum numbers are not met.

\*\*package prices subject to change. Due to seasonal variations, beverage varietal list supplied on request.

\*\*\* all packages include Pop-Up Bar.

# Non-alcoholic beverage packages

## Tea & coffee packages

**\$ 15pp** includes

Filtered coffee, variety of teas, juices and water

## Soft drink packages

**\$ 20pp** 2-hour soft drink package

**\$ 30pp** 3-hour soft drink package

Range of post-mix soft drinks, juices and water

**\$ 15** per jug of soft drink

## REFUSAL OF SERVICE

We reserve the right, without liability, to refuse any guest the supply of alcohol as we deem necessary.

# Audio visual

## Data projector

Data projector uses HDMI cable (provided) to connect to your laptop to project to screen either indoor or outdoor  
\$ 100

## PA system

Stand-alone blue tooth PA system and microphone for your indoor or outdoor event  
\$ 100

## Stage

Stage can be configured for either 3x3m or 6x2m stage for your event. Cost includes set-up and pack-down of stage and stairs  
\$ 300

## Flip chart and markers

Flip chart stand, post-it notes flip chart and coloured markers  
\$ 45

## Whiteboard and markers

Moveable whiteboard with 2 side use and coloured markers  
\$ 25

## Red carpet

6m x 1m red carpet  
\$ 100

# Additional equipment

## Pop-up bar hire

Available for events held in courtyard and paved areas only.  
\$ 250

## Additional lighting and sound

We are able to locally source additional lighting and sound equipment required for your event. Please discuss with our Event Coordinator your requirements. Price upon application.

## Other additions

We work with local production and hire companies to individualise and customise your event for anything from chair covers, occasional furniture, kids play areas, fencing and decorations. Price upon application.

# Terms & conditions

## Bookings, Confirmation & Payment

In order to secure your function, a booking form and deposit is required to book your date and space. Your function will only be confirmed once the deposit is paid. Where upon the deposit has not been received, management reserves the right to cancel your function and re-allocate the space without notice. If your booking is less than 14 days from placing your tentative booking the hire fee must be received by credit card and a booking form.

## Confirmation

Confirmation of menu and final numbers are required no less than 14 days prior to the function. This number will represent the minimum numbers for which you will be charged. In the event of an increase or decrease in numbers the Hotel reserves the right to re-allocate the function to another suitable area.

## Full Payment

Full payment is required no later than 14 days prior to the function. Payment can be made by cash or credit card. Where credit card details have been provided as means of booking, the customer authorises the hotel to charge the outstanding balance to that card. Please note, any additional food or beverages served on a consumption basis must be settled at the completion of the function.

## Pricing

Every endeavour is made to maintain prices as printed; however, these may be subject to alteration without notice.

## Community Rate

The Hotel offers a discounted rate on room hire for not-for-profit community-based organisations or groups.

## Room Hire

For all functions, any room hire charges are quoted between the hours of 6:00am and 10:00. Please discuss any special needs with our Event Coordinator.

## Cancellation

Cancellations must be provided in writing/email to the Hotel. Any cancellations prior to 3 months before the event will be refunded in full. After this a refund will only be given if the room/space is resold at a non-discounted rate.

## Force Majeure

If either party is rendered unable wholly or in part by force majeure to carry out its obligations then this shall not affect the operation of the Terms and Conditions of Hire, and the risk of frustration is to be borne by the Hirer.

## Weather

In the event of poor weather, it is the Hirers prerogative to proceed with the function or reschedule. If the Hirer reschedules or cancels the function within 48 hours of the event, the risk of frustration is to be borne by the Hirer.

## Catering

All catering will be provided by the Hotel. Hirers and their guests are not permitted to bring food or beverage onto the premises.

The Hirer will only be permitted to bring celebratory cakes into the Hotel with pre-approval from the Hotel.

## **Refusal of service**

We retain the right, without liability, to refuse any guest the supply of alcohol, as we deem necessary.

## **Entertainment**

Due to strict licensing regulations, all musicians/entertainment must be approved by Hotel Management prior to your function. The Hotel reserves the right to control all sound levels at your function. As this is a multi-use venue sound levels cannot be guaranteed, and no liability will be accepted.

## **Children / Garden areas**

It is the sole responsibility of the parent or guardian of any children should they sustain any injury on the premises. Children are not permitted in the garden area or to climb any trees, shrubs or bushes, furniture or any structure on the premises.

## **Legal Obligations/Damages**

Clients are financially responsible for any damage sustained to the Hotel by the client, client' guests or invitees or other persons attending the function. Management does not accept responsibility for any injuries sustained to any person because of equipment installed by the Hotel by the client or parties acting on behalf of the client. The Hotel does not have storage facilities onsite and will not accept any responsibility for any damage or loss of goods onsite. We accept no responsibility for any gifts, goods or any other items during a function left behind at the conclusion of a function.

No items are to be adhered to any wall, door, or any other part of the building unless the Hotel has granted permission.

Confetti, confetti substitutes, or glitter is not permitted on any part of the hotel property, including the car park. General cleaning requirements following the function is included, however, if cleaning requirements are judged to be excessive, a clean-up fee of minimum \$150 will be charged depending on the state of the facility after the function.

## **Security/Conduct**

Depending on the type of function, some functions may attract a charge for security. The preferred security company used by the hotel is the only security to be used in such circumstances. It is understood that the client will conduct their function in an orderly manner, in full compliance with Management and all applicable laws.

Staff members are instructed not to serve any alcoholic beverages to guests under the age of eighteen (18 years), or to guests in a state of intoxication. The Hotel's policy is to serve guests in a responsible, friendly, and professional manner. The right to discontinue liquor service is reserved by the Hotel. The Hotel reserves the right to eject any individual who behaves in an objectional manner.

## **Parking**

Parking is available on Anderson Street, the Esplanade, and carpark accessible from Wedge Street.

Parking is at the owner's own risk and the Hotel is not responsible for any loss or damage to vehicles.

Vehicles must not block access to laneway at rear of Hotel or any entrances.

# Booking form

## Contact details

Name:

.....

Company:

.....

Contact phone:

.....

Address:

.....

Email:

.....

## Function details

Date of function:

.....

Name of function:

.....

Time of function:

.....

Number of guests:

.....

Function area:

.....

## Payment details

Name of cardholder:

.....

Card Number:

.....

Expiry date: ..... CCV:.....

Signature:.....

Please change the final amount to the above card YES / NO

- I authorise a deposit to be charged to secure the event booking
- I will provide final numbers to the Esplanade Hotel a minimum of 14 days prior to the event
- I will provide catering choices and dietary requirements to the Esplanade Hotel minimum 14 days prior to the event
- I hereby agree to the Terms and Conditions provided to me by the Esplanade Hotel Port Hedland.

Signature:.....

Name:.....

# Boxed lunch order form

NAME: \_\_\_\_\_

## Includes:

### Wrap

Choice of filling:

- Chicken, avocado and salad
- Ham and cheese
- Silverside and salad
- Roast beef, chutney and salad
- Prosciutto and salad
- Vegetarian option available
- Vegan option available
- Gluten free option available

### Sandwich

Choice of filling:

- Chicken, avocado and salad
- Ham and cheese
- Silverside and salad
- Roast beef, chutney and salad
- Prosciutto and salad
- Vegetarian option available
- Vegan option available
- Gluten free option available

## Plus:

Piece of seasonal fruit

Health bar

Sweet muffin

Choose one beverage:

- Bottled water
- Juice