

the stirling hotel

corporate package
2026

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enquire today

stirlinghotel.com.au

welcome to the stirling hotel

located in the heart of stirling, south australia, the gateway to the adelaide hills, the stirling hotel offers more than a meeting room. it's a place where teams step away from the office and enjoy a day in the hills.

our corporate spaces, the terrace + the library, each bring their own character, with versatile room configurations, natural light and av set up. whichever space suits your numbers and agenda, the detail is handled before you arrive: parking permits at the door, a dedicated entry ahead of hotel trading hours, food + beverage timed to your breaks.

once your session is underway, the room is yours. our team attends at pre-arranged break times only, with an in-room buzzer should you need us sooner. it's a level of service that lets the day run uninterrupted.

with accommodation on site, a private bus available to prebook + the adelaide hills on the doorstep, there's every reason to book your function today.



the terrace

located on the first floor and accessible via elevator or staircase, the terrace is a modern, light-filled function space with versatile room configurations to suit a range of conference styles. bi-fold doors open to a spacious all-weather deck, perfect for fresh air with lounge seating + a rooftop garden backdrop. the balcony also serves as an ideal breakout space. bathrooms are located across the foyer on the same level.

room hire
$400, monday to friday, 9am to 5pm
access outside these hours is available at $80 per hour (subject to availability)

room configurations + capacities, see page 10

room hire includes:
filtered still + sparkling water
white linen tablecloths
stirling hotel branded notepads + pens
dedicated food table
use of outdoor balcony
personalised directional sign created for your event

av + equipment
projector + screen with hdmi screensharing (cables provided)
lectern
2x microphones
whiteboard + whiteboard markers avaialable upon request

parking
parking is available behind the hotel. on arrival, guests will receive a parking permit card to display on their dashboard. as conferences often begin before the hotel opens, a dedicated entry door to the right of the rear carpark will be unlocked at your desig nated access time.

your event, your space
once your event is underway, your privacy is respected. our team will attend the room at pre-arranged break times only. should you need assistance at any other time, simply press the in-room buzzer and a staff member will be with you promptly.

please note
a food package is required for groups of 8 or more
no outside food or drink is permitted









the library

located on the ground floor, the library is a light, bright + focused space with an open gas fireplace + eclectic design. a favourite for corporate meetings, it strikes the right balance between a professional working environment and a relaxed setting that keeps teams comfortable and productive throughout the day. lounge chairs are available within the room for informal breakouts. bathrooms are located just down the hall.

room hire
$250, monday to friday, 9am to 5pm
access outside these hours is available at $80 per hour (subject to availability)

room configurations + capacities, see page 10

room hire includes
filtered still + sparkling water
white linen tablecloths
stirling hotel branded notepads + pens
dedicated food table
personalised sign created for your event

av + equipment
smart tv with direct laptop connectivity, suitable for presentations + interactive whiteboard use (cables provided)
whiteboard + whiteboard markers avaialable upon request

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accommodation + transport

accommodation

why not stay the night?

5 rooms accommodation has three balcony rooms overlooking stirling's main street, all featuring open gas log fires + spacious bathrooms plus two standard king rooms also with spacious bathrooms.

free wifi + parking is available for guests.

for more information on the 5 rooms, please visit our website.

transport

we offer a transport service with our stirling bus accommodating up to 11 passengers + can be prebooked for your event.

11 seater bus subject to availability.
minimum spend required.









conference food packages

all packages include filtered still + sparkling water.
the beverage per person is either a barista coffee, tea or tap soft drink at the designated break times. alternative beverages will incur an additional cost

the light option | $20pp

one beverage per person + two selections for morning tea

the wrap option | $40pp

two beverages per person, morning tea + mixed wraps + your choice of either hot chips, sss + tomato sauce or mixed leaves, cucumber, shallot, chives, sumac dressing salad

the sandwich option | $40pp

two beverages per person, morning tea + mixed sandwiches + your choice of either hot chips, sss + tomato sauce or mixed leaves, cucumber, shallot, chives, sumac dressing salad

the working lunch | $60pp

two beverages per person, morning tea + bistro lunch*
*daily specials, eye fillet + wagyu brisket excluded from choice.
sides are welcomed additions and will be charged individually

add afternoon tea | $10pp

beverage per person + one selection for afternoon tea
this is in addition to any of the above packages

conferencing food choices

morning + afternoon tea

choose two items for morning tea
choose one item for afternoon tea

greek yoghurt + granola [gfa, v]

berry friands [gf, v]

scones, jam + cream [v]

escargot pastry [v]

banana bread muffins, butter, cinnamon sugar [v]

mortadella, provolone, tomato relish, open english muffin

ham + cheese croissants

pesto + grilled halloumi croissants [v]

thai chicken sausage rolls, house tomato sauce [gfa, vga]

pork + fennel sausage rolls, house tomato sauce [gfa, vga]

vegetable + feta frittata [gf, v]

fresh fruit platter [gf, vg]

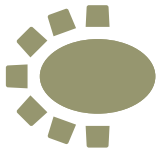
working lunch

please see our current bistro menu for all options



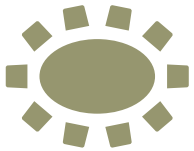


room set + capacity



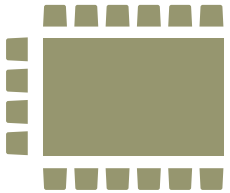
open oval

library	n/a
terrace	56



closed oval

library	n/a
terrace	80



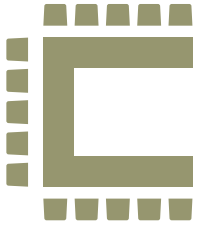
open board room

library	14
terrace	26



closed board room

library	16
terrace	28



u shape

library	16
terrace	26



classroom style

library	18
terrace	36



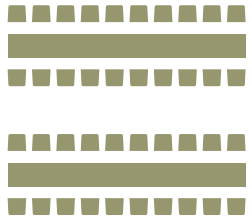
theatre style

library	30
terrace	90



one long table

library	20
terrace	42



two long tables

library	40
terrace	84

terms + conditions

booking confirmation & deposit
a tentative booking will be held for 7 days. to confirm your event, a deposit must be paid within this period.
payment of the deposit is considered acknowledgment and acceptance of these terms & conditions.
if confirmation is not received within 7 days, management reserves the right to cancel the booking and reallocate the space.

duration & venue hire
venue hire includes a 4-hour event duration.
additional time is charged at $80 per hour and must be arranged in advance (not on the day of the event).

corporate cancellation policy
cancellations must be submitted in writing via email to: functions@stirlinghotel.com.au
more than 1 months' notice: full deposit refunded
less than 2 weeks' notice: 50% of deposit refunded
less than 1 weeks' notice: deposit is forfeited
food payments:
refunded with at least 1 weeks' notice
forfeited if less than 1 weeks' notice

postponement
with at least 1 weeks' notice, the deposit may be transferred to a new date within a 6-month period.
all cancellations or postponement requests must be submitted in writing, and written acknowledgment must be obtained to process any refund or date transfer.

payment terms
itemised invoices are available upon request.
the balance of the event account (including any unused portion of a minimum spend) will be invoiced.

final numbers & timings
final guest numbers, arrival times, and food service times must be confirmed 14 days prior to the event.

access times
access times must be arranged in advance and will be confirmed in writing.
early access is not guaranteed and may incur additional charges if the space is entered prior to the agreed time.

menu & pricing
menu selections must be finalised 14 days prior to the event.
food payment is due 7 days prior to the event.
all menus are subject to seasonal changes and product availability.
package pricing is subject to change up until 3 months prior to the event.
within the 3-month window, quoted pricing will be honoured.

pricing & availability
all pricing and product offerings are subject to availability and may change with notice.

conduct & responsibility
the event organiser is financially responsible for any damage or breakages caused by themselves, their guests, or any third-party suppliers.
the stirling hotel accepts no responsibility for loss or damage to items left before, during, or after the event.

responsible service of alcohol
the stirling hotel practices the responsible service of alcohol at all times.
alcohol will not be served to intoxicated persons or minors.
management reserves the right to remove disruptive guests and may terminate the event early if necessary, without refund.

equipment & property
organisers are liable for damage to any stirling hotel equipment or third-party equipment hired through the venue.

smoke-free policy
all indoor function spaces are strictly smoke and vape free. a $200 cleaning fee applies if any guest smokes/ vapes inside. this includes the attached undercover balcony of the terrace + pizza deck areas. smoking areas will be pointed out at the venue

decorations, signage & cleaning
no items are to be nailed, screwed, or adhered to any surface. blu-tack or sticky tape is permitted only with management approval.
general cleaning is included in the venue hire. excessive cleaning may incur additional charges.
confetti, confetti filled balloons, rice, rose petals, and similar products are not permitted inside the venue or on the grounds. a $200 cleaning fee will be charged if these are used.

security
for 18th and 21st birthdays with 40 or more guests, a licensed security guard is required for the final 3 hours of the event.
security is organised by the stirling hotel at a cost of $50/hour.

event conclusion
all functions conclude by 12:00 midnight, with last drinks at 11:45pm.
guests are required to vacate the premises by 12:00am.
please ensure any entertainment (e.g., djs, bands) is aware of these timings.

bar access post-event
access to the public bar after your event cannot be guaranteed.

transportation
guests are responsible for arranging transport to and from the venue.
due to limited local transport options, we recommend pre-booking taxis, ubers, or buses.

children
in accordance with liquor licensing laws:
alcohol will not be served to anyone under 18.
minors must be accompanied by a responsible adult at all times. all minors must leave the venue by 12:00 midnight.

public holidays
a 20% surcharge applies to all functions held on public holidays.

functions@stirlinghotel.com.au | (08) 8339 2345

make an enquiry today

fill out a booking form and our team will
get back to you within 24 hours

First Draught

EARN POINTS WITH FIRST DRAUGHT

join our first draught loyalty program
and earn points during your function