

CATERING PANEL – WURDI YOUANG, LEVEL 5

Geelong Library & Heritage Centre

This document outlines the approved catering panel for large events (20+ attendees) held in the Wurdi Youang function space on Level 5 at Geelong Library and Heritage Centre. It provides a clear guide to help Hirers choose the correct caterer based on their event type and service requirements.

Overview

GLHC has established a panel of approved caterers for different types of events. Selection depends on:

- **Number of attendees:** This panel applies to events with over 20 attendees. Please see our [Preferred Supplier List](#) for any meeting or event with under 20 attendees.
- **Type of service required:** Seated meals, cocktail canapés with alcohol service, or delivered ready-to-serve catering.

Important Notes for Hirers

- For bookings at **Geelong Library & Heritage Centre** with **over 20** guests expected, hirers must select from this panel of tendered catering providers.
- Geelong Regional Libraries does not guarantee availability or endorse one provider over another.
- Hirers are responsible for liaising directly with suppliers for all catering arrangements. GRLC staff cannot place or manage orders on behalf of Hirers.
- Alcohol service is only permitted through the Full-Service Caterers (**option A**)
- Full-Service Caterers (**option A**) are permitted to remain onsite to provide service. They are also permitted use of the kitchen for food preparation.
- For any catering deliveries placed via **option B**, this is delivered, ready-to-serve catering only. Catering staff from this option are not permitted to remain onsite to provide service, or use the kitchen.
- For any catering deliveries placed via **option B**, Geelong Library & Heritage Centre can supply tablecloths, small side plates, small tongs, and napkins. Please BYO disposable cutlery if required.
- A combination of providers may be selected for any event (maximum of two providers per day of the event)
- Geelong Library & Heritage Centre supplies a water station and glasses for all **option B** orders. Water is provided by the caterers as part of the **option A** service.
- Geelong Library & Heritage Centre may supply a Tea & Coffee station at an additional cost for **option B** orders. Further information and pricing can be found below.

Catering Panel

(A) Caterers for Full-Service Meals and Cocktails & Canapés

For any event requiring formal dining, beverage service involving alcohol, or services that require catering staff to work onsite at The Geelong Library & Heritage Centre (such as table service), Hirers must choose from the following tendered full-service caterers:

Supplier	Services Offered	Dietary Accommodations	Minimum Order Value	Sustainability Info	Delivery Info & Operating Hours	Contact
Blak Brews Blak Brews is a 100% Australian indigenous owned and operated supplier of premium native Australian teas, ethically sourced sustainable organic coffee and indigenous catering. Our headquarters are based in Geelong Victoria and we are certified with both Supply Nation and Kinaway. Headed up by or Michelin-star-trained executive chef Blak Brews catering kitchens produce high end canapes and gourmet finger food showcasing Australian native ingredients paired with local and seasonal produce. Each event menu is designed seasonally, using organic and locally sourced native ingredients such as lemon myrtle, desert lime, and strawberry gum.	Canapés: A curated selection of bite-sized canapés suitable for cocktail-style events, showcasing thoughtful presentation and flavours inspired by native ingredients. Licensed alcohol service: Full bar service provided by RSA-qualified staff, including supply and service of alcoholic beverages in line with licensing requirements. Staffed service: Professional waitstaff and bar staff available to support events, ensuring smooth service and a high-quality guest experience. Barista-made tea and coffee: Freshly prepared barista-style tea and coffee service, with menus that highlight native ingredients and Indigenous flavours, delivered with cultural authenticity and care.	• Vegetarian • Vegan • Gluten Free • Dairy Free • Halal	Cocktail Receptions: Minimum 60 pax Blak Brews Coffee Cart with Barista: Minimum 60 pax Blak Brews Coffee Cart with Barista & Smoothie Bar: Minimum 60 pax Blak Brews Cocktail Cart with Bartender: Minimum 50 pax	Locally sourced organic produce and native botanicals. Pyramid tea and coffee bags made from SoilonTM, a plant-based mesh (PLA) derived from renewable sources. No nylon. No plastics. No PET. All single use catering boxes and coffee cups are made from recycled materials and or are recyclable and or biodegradable.	Office hours Mon - Fri 8am - 3pm Event hours Mon - Sat 8am - 11:30pm Sunday - Closed	Contact: info@blakbrews.com Website: www.blakbrews.com Social media: www.instagram.com/blakbrews Online ordering: N/A

Truffleduck Truffleduck is Geelong’s leading premium caterer, recognised for over 37 years as the benchmark for quality, creativity, and professionalism in hospitality. Under the same management since its founding, Truffleduck has built a trusted reputation for delivering exceptional food, seamless service, and outstanding event experiences across all sectors — from intimate celebrations to large-scale public and corporate events.	Our focus is creating events that deliver for both corporate and private sector. Special occasion events such as weddings, birthdays, life celebrations and private parties of any kind, through to half, full or multi day corporate conferencing. Offering full service formal sit down or casual cocktail styles across every format; breakfast, lunch, dinner and everything in-between. We carry an offsite event alcohol License so can provide a complete service of all your beverage requirements and have packages to suite every occasion, including a fabulous representation of local wines to showcase the Geelong wine producers. Our team consists of experienced professionals, including wait and bar staff to provide exceptional guest experiences at every level but also extends to event management personnel to ensure your function is delivered in the manner you need it to be. Coffee and tea are also included in the beverage service which can be as simple as a Nespresso station (with non-disposable cups) to a full barista service. It also include non-alcoholic options as well as carefully curated wine and cocktail lists.	The extensive and diverse nature of our menus provide options for most dietary needs, however for known dietary requirements (that are advised in line with our T&C’s) we develop specific menu items to meet the individual’s needs.	\$1000.00	Truffleduck’s environmental responsibility starts with sourcing as much as we can from the Geelong region and local suppliers to reduce food miles. Just in time ordering reduces waste through spoilage, packaging is sorted and recycled via various streams; cardboard, plastics, glass, cans etc via commercial recycling systems. Polystyrene packaging is processed through a social enterprise who provide work opportunities for disadvantaged people. Eligible containers are processed through the CDS with proceeds donated to Geelong charities and community groups. Food waste (peelings/scraps) is collected for supplementary animal feed for a local educational farm, and any viable excess food is sent to a local group supporting disadvantaged members of our community. Used cooking oil is repurposed into biofuel.	The mobile nature of the Truffleduck business allows the delivery of events into the GLHC at any time the facility is available for use by a client.	Contact: (03) 5229 7503 office@truffleduck.com.au Website: https://www.truffleduck.com.au/ Social media: https://www.facebook.com/p/Truffleduck-61573538057369/ https://www.instagram.com/truffleduck/?hl=en Online ordering: Online ordering not available, please call or email to allow our team to work with you to create an event to remember.
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(B) Caterers for Delivered Ready-to-Serve Catering

For events requiring delivered catering (e.g., meetings, workshops, casual gatherings) where catering staff are not required to remain on-site (i.e. events/meetings without alcohol or wait-staff service), Hirers may select from the following five tendered catering delivery suppliers:

Supplier	Services Offered	Dietary Accommodations	Minimum Order Value	Sustainability Info	Delivery Info & Operating Hours	Contact
Blak Brews Blak Brews is a 100% Australian indigenous owned and operated supplier of premium native Australian teas, ethically sourced sustainable organic coffee and indigenous catering. Our headquarters are based in Geelong Victoria and we are certified with both Supply Nation and Kinaway. Headed up by or Michelin-star-trained executive chef Blak Brews catering kitchens produce high end canapes and gourmet finger food showcasing Australian native ingredients paired with local and seasonal produce. Each event menu is designed seasonally, using organic and locally sourced native ingredients such as lemon myrtle, desert lime, and strawberry gum.	High end canapes and gourmet finger food showcasing Australian native ingredients paired with local and seasonal produce. Canapés: • Breakfast • Morning tea • Lunch • Afternoon Tea • Dinner • Dessert • Self-Serve Australian Native Tea & Coffee Packages • Cold drinks Seasonal menu	• Gluten Free • Vegetarian • Vegan • Halal • Dairy Free	Delivered catering: Minimum 20 pax	Locally sourced organic produce and native botanicals. Pyramid tea and coffee bags made from SoilonTM, a plant-based mesh (PLA) derived from renewable sources. No nylon. No plastics. No PET. All single use catering boxes and coffee cups are made from recycled materials and or are recyclable and or biodegradable.	Delivery: \$15 delivery across Geelong, Surf Coast, Bellarine Pickup: Free pickup from Booln Booln Café, 410 Surfcoast Hwy, Grovedale, VIC, 3216 Operating hours: Office hours 8:00am – 3:00pm, Monday to Friday	Contact: info@blakbrews.com Website: www.blakbrews.com Social media: www.instagram.com/blakbrews Online ordering: N/A
The Culinary Collective The Gordon's catering services are delivered under The Culinary Collective, the institute's overarching brand for its customer-facing food and beverage operations. The Culinary Collective combines tradition, innovation, and excellence to provide a comprehensive and professional catering service that	A wide variety of options are available including canapes, breakfasts, lunches, and morning/afternoon tea platters or boxes. A selection of bottled water, juice and soft drinks is available	• Gluten Free • Vegetarian • Vegan • Dairy Free • Nut Free • Halal • Kosher	N/A	Our packaging is sourced from a local Geelong business who focus on ecofriendly and sustainable options to reduce environmental impact.	Delivery: \$20 delivery fee (maximum 20km radius) Pickup Free pickup from The Gordon's Culinary precinct (level 1) The Gordon City Campus, 2 Fenwick Street, Geelong 3220 Operating hours: 7:00am – 3:00pm, Monday to Friday	Contact: 0431 173 651 Website: https://www.theculinarycollective.com.au/ Social media: https://www.facebook.com/theculinarycollectivegeelong/

meets the highest standards of quality and customer satisfaction. Menus are crafted around seasonal and locally sourced ingredients, with flexible options to accommodate dietary needs, culturally sensitive requirements and various event formats.						Online Ordering: https://the-culinary-collective-grlc.square.site/#most-popular
Seasons Seasons is a social enterprise by genU, offering high-quality corporate catering and hampers to the Geelong community as part of a profit for purpose organisation. We aim to make a meaningful impact by employing and training people with a disability, while providing exceptional catering to you. Every purchase from Seasons helps kickstart the careers of people living with a disability, with our supported employees preparing and packing your orders. By choosing Seasons, you're supporting local businesses and creating valuable employment opportunities. Our catering services are tailored to your needs, offering a range of fresh, locally sourced options for corporate events, all prepared in our HACCP-certified kitchen. At Seasons catering we have a say "Tastes great and does great!"	Corporate breakfast items Morning and afternoon tea selections Lunch boxes and shared platters Hot finger food and canapes (delivered hot) Fresh fruit & dessert platters Cold beverages <i>15% discount to all not for profit, social enterprise, social traders and community group customers for all our catering services</i>	• Gluten Free • Vegetarian, Vegan • Halal • Dairy Free • Nut Free • Kosher • FODMAP Friendly	\$50	We are proud to use fully recycled and recyclable BioPak container solutions	Delivery: Free delivery across Geelong, Surf Coast, Bellarine Pickup: Free pick up from 77 Douro St. Nth Geelong 3215 Operating hours: 6:00am – 10:00pm, Monday to Sunday	Contact: (03) 5249 6150 Website: https://www.genu.org.au/seasons-cafe/ Social media: https://www.instagram.com/genuconnect/?hl=en Online Ordering: https://seasonscatering.foodstorm.com/

Truffleduck Truffleduck is Geelong's leading premium caterer, with a reputation for providing hospitality outcomes that exceed expectations. No more evident than with the extensive offering of our supply only menu, more choice, greater variety.	Our supply only option is limited to cold items because we want you to enjoy our food at its best, (and safest). It also means it is ready to eat when you are so if your conference runs a little over time, no problem. We can also provide juices, soft drinks, and both sparkling and still water options.	The extensive and diverse nature of our menus provides options for lifestyle dietary needs, however for medically critical allergies (that are advised in line with our T&C's) we develop specific menu items to meet the individual's needs.	\$1000	Our supply only catering is delivered in either compostable or recyclable packaging, but the nature of supply only requires the client to 'close the loop'. Alternatively, catering can be supplied on returnable melamine platters. (Collection fee applies).	Delivery: \$50 delivery fee per delivery Pickup: Pickup (platter return) available from Fyansford by arrangement Operating hours: The mobile nature of the Truffleduck business allows the delivery of events into the GLHC at any time the facility is available for use by a client.	Contact: (03) 5229 7503 office@truffleduck.com.au Website: https://www.truffleduck.com.au/ Social media: https://www.facebook.com/p/Truffleduck-61573538057369/ https://www.instagram.com/truffleduck/?hl=en Online ordering: Online ordering not available, please call or email to allow our team to work with you to create an event to remember.
17by4 At 17by4, we specialise in delivering exceptional takeaway catering for a variety of events right here in the heart of Geelong. Whether you're planning a corporate gathering, a birthday bash, or any special occasion, our family-owned business is dedicated to making your event memorable with delicious, high-quality food and outstanding service. For any occasion, 17by4 provides the perfect catering solution, whether it's a corporate event, birthday party, or special milestone. Our versatile menu	• Breakfast • Morning tea • Afternoon tea • Lunch • Dinner • Grazing boxes • Boxed catering (for sharing) • Individual boxes • Hot and cold finger food (delivered at temperature) • Variety of sweets • Cold drinks • Fresh pizza bulk orders • Fresh Pasta bulk orders available • Themed catering	• Vegan • Vegetarian • Halal • Gluten free • Nut free • Dairy free <i>Can accommodate most dietaries</i>	N/A	Sustainable packaging Can offer use of platters/plates when possible (to be returned after use)	Delivery: Free within 3km of CBD Pickup: Free pick up - 40 Gheringhap St, Geelong 3220 Operating hours: Open daily including all public holidays Mon: 7am-3pm Tues-Sun: 7am-9pm After hours catering can be organised for Monday but minimum spend will apply	Contact: 03 5224 1588 info.17by4@gmail.com Website: www.17by4.com.au/catering Social media: https://www.instagram.com/17by4geelong/ Online Ordering: N/A

caters to a variety of tastes and preferences, ensuring that every event is a success. Whether you're hosting a professional meeting, celebrating a birthday, or marking a significant event, our high-quality takeaway catering will enhance your gathering and leave a lasting impression on your guests.						
GLHC Tea & Coffee Station Geelong Library & Heritage Centre can provide a tea and coffee station as an optional add-on to your booking, whether or not catering is required. Please note, this service is only available when an option B delivered catering option is selected, or when no catering is required. The tea and coffee station is not available in conjunction with option A catering, this must be organised with your caterer should it be required. Please note, option B caterers are only approved for delivery-only catering and cannot provide a Tea & Coffee Station. If you are ordering option B catering, and would like a Tea & Coffee Station, this must be added to your GRLC venue hire invoice.	A wide selection of herbal and black teas is provided alongside premium Robert Timms Italian Style Espresso single serve coffee bags. Milk options include full cream, skim and soy milk.	Pricing: • \$5.50 per person half day under 50pax (up to 6 hours) • \$8.00 per person full day under 50pax (6+ hours) • \$350 flat rate over 50pax half day service • \$450 flat rate over 50pax full day service Please contact Venue Hire Administration on 03 4201 0522 or venuehire@grlc.vic.gov.au should you wish to add a tea and coffee station to your booking.				

Questions?

For venue or booking enquiries, please contact:

Geelong Regional Libraries – Venue Bookings

Email: venuehire@grlc.vic.gov.au / Ph: 03 5201 0522