
From: DICKMAN, Anthony
Sent: Monday, 8 July 2019 2:48 PM
To:
Cc:
Subject: RE: Approval for Credit Card Payment - Reserve Bank Board Meeting Catering - Darwin - 2 July 2019 - Catering [SEC=UNCLASSIFIED]

Approved

From:
Sent: Monday, 8 July 2019 2:43 PM
To: DICKMAN, Anthony
Cc:
Subject: Approval for Credit Card Payment - Reserve Bank Board Meeting Catering - Darwin - 2 July 2019 - Catering [SEC=UNCLASSIFIED]

Hi Anthony

Attached is the invoice received post-meeting for the morning tea and lunch catering for the Reserve Bank Board meeting in Darwin on 2 July 2019.

In line with the corporate Card Guidelines for purchases/payments above \$500, your approval is sought to make the payment of \$731.00 on my corporate HSBC MasterCard.

Kind regards

| Board Secretariat | Secretary's Department
RESERVE BANK OF AUSTRALIA | 65 Martin Place, Sydney NSW 2000
| e: [@rba.gov.au](mailto:info@rba.gov.au) | w: www.rba.gov.au

Catering

A.B.N.

A.C.N.

Phone: **08**

Fax: **08**

Tax Invoice

Email: **com.au**

Web: **com.au**

Reserve Bank Of Australia

Invoice #:

Date: 2/07/2019

Bill To:

*paid by credit
card over phone
on 8/7/19 n*

P/Order #:

No. of People	Description	Unit Price Incl GST	Total Including GST	Tax Code
	Catering for delivery to Level 3 Parliament House at 10am			
14	Fruit : A delightful selection of the freshest fruit	\$7.50	\$105.00	GST
13	Sweet : Chef's choice of fresh home-made bite sized cakes, sweet tarts and mini muffins with yummy icings	\$7.50	\$97.50	GST
1	Sweet - Gluten free - Chef's choice of fresh home-made bite cakes, sweet slices, tarts and mini muffins with yummy icings	\$8.50	\$8.50	GST
14	Continuous Brewed Coffee, Tea, Cold Water from 8am to Midday	\$8.00	\$112.00	GST
	Subtotal		\$323.00	
	Catering for delivery at 12:30am to Room Level 3			
15	Sandwiches & Wraps- A selection of our freshest sandwiches & gourmet wraps with fillings such as roast chicken, beef, ham, salami, egg, cheese, salads and chutneys	\$9.90	\$148.50	GST
1	Sandwiches & Wraps- Gluten Free - A selection of our freshest sandwiches & gourmet wraps with fillings such as roast chicken, beef, ham, salami, egg, cheese, salads and chutneys	\$11.50	\$11.50	GST
16	Fruit : A delightful selection of the freshest fruit	\$7.50	\$120.00	GST
16	Continuous Brewed Coffee, Tea, Cold Water from Midday to 4pm	\$8.00	\$128.00	GST
	Subtotal		\$408.00	

Terms: Net 7

\$664.55

\$66.45

\$731.00

Please note: We have recently changed our company name from Karen Sheldon Catering Pty Ltd to Karen Sheldon Group Pty Ltd. This does not change any of our trading names you are familiar with, nor our ABN, postal, email addresses and phone numbers – all remaining the same. Thank you.

Paid: \$0.00

Balance Due: \$731.00

PAYMENT OPTIONS

Credit Cards Accepted (CVV security code required):

- * Visa
- * Mastercard
- * Diners

Send Remittance to:

Email: accounts

OR Fax: 08

REMITTANCE ADVICE - Please tear here and attach with your cheque.

Invoice #: 0

Amount: \$731.00

MIT and Lunch - RBB DW 2/7/19

Function Order Form

total cost of event	\$97.20
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 6 August 2019
total number for catering	<u>14</u>

organiser/main contact	
email address	@rba.gov.au">@rba.gov.au
telephone ext	x

authorised by	
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billing details	
internal guests	14
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf) -	\$5.50	8			\$44.00
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$44.00

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	28			\$53.20
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$53.20

Tax Invoice

03-08-19 04:57:42 pm

Served by Ruairi

CHARLIE'S LEMON MELTING 100G	\$6.49
1 @ \$6.49 ea inc GST	
CHARLIE'S LEMON MELTING 100G	\$6.49
1 @ \$6.49 ea inc GST	
BALOCCHO CACAO WAFER 250G	\$3.99
1 @ \$3.99 ea inc GST	
MULINO BAIOCCHI BISCUITS 150G	\$3.99
1 @ \$3.99 ea inc GST	

Item Count: 4

Total \$20.96

(Includes GST:) \$1.91

MASTERCARD \$20.96

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- Biscuits - RBB ST 6/8/19

Date: 05/08/2019 Time: 15:33

Description	\$
% BUTTERFINGERS PURE B 175GRAM	4.60
Total for 1 item:	\$4.60
EFT	\$4.60
GST INCLUDED IN TOTAL	\$0.42

Biscuits - RBB SY 6/8/19

TAX INVOICE

\$

TOBYS MOULLOOMOLOO BEANS 200G	13.69
SJBTOTAL	13.69

TOTAL		\$13.69
ITEMS	1	
EFTPOS		\$13.69
CASH OUT		\$0.00
TRANSACTION INCLUDES GST;		\$0.00

% Indicates Taxable Supply

☞ Coffee Beans - L11 - RBB SY

Function Order Form

total cost of event	\$106.50
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 3 September 2019
total number for catering	15

organiser/main contact	
email address	@rba.gov.au
telephone ext	x9

authorised by	M
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billing details	
internal guests	15
account	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	10:00am (M/T)
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf) -	\$5.50	9			\$49.50
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$49.50

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	30			\$57.00
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$57.00

ABN 7 123456789 Tax Invoice

3179 29/08/2019/09:56

1470	1.000	17.75	17.75
CHOCOLATE PAN FORTE CAKE 290G			

Total		AUD	17.75
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No of items 1.000

Your payment
 MASTERCARD 17.75
 Credit Card: *****
 Valid till : 11/19 Author. : *****

GST %	Net	Gross	GST
10.000	16.14	17.75	1.61

You were served by

Conditions of Sale and Exchange Policy:

Goods purchased in this retail store are not to be resold without permission.

Due to food handling regulations, we are unable to exchange products or accept returns unless there is a product fault.

Biscuits - RBB ST 3/9/19

SALE TRANSACTION

* LEMON GFT BX	0610-20042368	9320391109061	
			\$9.95
* ALMOND MACAROONS	0610-20686196	9320223005158	
			\$10.95

No. of items 2

Total

\$20.90

Change

\$0.00

Tax Invoice

* Total price includes GST

\$1.90

Please retain as proof of purchase

As of 1 August 2019,
our Returns Policy is changing.
For more details please visit:

- Biscuits - RBB ST 3/9/19

ABN: 11807080683
TAX INVOICE

	\$
TOBYS WOOLLOOMOOLOO BEANS 200G	11.69
%ARN BITES TIM TAM 170GM	4.63
SUBTOTAL	16.32

TOTAL	2	\$16.32
ITEMS		
EFTPOS		\$16.32
CASH OUT		\$0.00
TRANSACTION INCLUDES GST:		\$0.42

% Indicates Taxable Supply

- TRADING HOURS -
Monday to Sunday 6am - 10pm

Recharge Your Phone Now With e-pay
- Available on every Checkout -

- Coffee beans- RBB ST 3/9/19

From: DICKMAN, Anthony
Sent: Wednesday, 18 September 2019 5:45 PM
To:
Cc:
Subject: RE: Approval for Credit Card Payment - Reserve Bank Board Meeting - Melbourne - 1 October 2019 - Catering for Morning Tea and Lunch - Catering [SEC=UNCLASSIFIED]

Approved

From:
Sent: Wednesday, 18 September 2019 5:40 PM
To: DICKMAN, Anthony
Cc:
Subject: Approval for Credit Card Payment - Reserve Bank Board Meeting - Melbourne - 1 October 2019 - Catering for Morning Tea and Lunch - Catering [SEC=UNCLASSIFIED]

Hi Anthony

Attached is the invoice from [REDACTED] Catering for the catering for morning tea and lunch for the Reserve Bank Board meeting in Melbourne on Tuesday, 1 October.

In line with the corporate Card Guidelines for purchases/payments above \$500, your approval is sought to make the payment of \$1,357.35 (plus 1.5% credit card surcharge) on my corporate [REDACTED] MasterCard.

Kind regards

Board Secretariat | Secretary's Department
RESERVE BANK OF AUSTRALIA | 65 Martin Place, Sydney NSW 2000
[@rba.gov.au](mailto:info@rba.gov.au) | w: www.rba.gov.au

From: u
Sent: Tuesday, 17 September 2019 9:33 AM
To:
Subject: Tax Invoice for Order 4
Attachments: Invoice 4 .pdf

Hello

Attached is your tax invoice for order scheduled for delivery on 01 Oct 2019.

We hope you enjoy your food as much as we enjoy making it. If you have any questions, please contact us by phoning +61 3 9

All orders are subject to our terms & conditions.

Regards,

I VIC.

Tax Invoice

@
Phone: +61 3

Victoria
ABN: 62

Invoice No:
Invoice date: 17 Sep 2019

Deliver to

RESERVE BANK OF AUSTRALIA
Level 23, 120 Collins Street
Melbourne, 3000
Phone: 02

Invoice to

RESERVE BANK OF AUSTRALIA
65 Martin Place
Sydney, New South Wales, 2000

Delivery info

Date: Tue, 01 Oct 2019

Order info

Order No:

Instructions: Do not delivery morning tea prior to 9:00am. the
recollection of all items can be from 3 pm.

Items

09:15 AM

Item	Price	Quantity	Total
Coconut macaroon (GF) (N) <i>macaroon's brownies and muffins to be platted together equally across 8 small platters (2 per platter)</i>	\$4.30	16	\$68.80
Brownie, (GF) (N) <i>macaroon's brownies and muffins to be platted together equally across 8 small platters (2 per platter)</i>	\$2.85	16	\$45.60
Muffins - (N) <i>macaroon's brownies and muffins to be platted together equally across 8 small platters (2 per platter)</i>	\$2.85	16	\$45.60
Large fruit platter with seasonal fresh fruit (GF, DF, Vegan) <i>to be served on 8 small rectangle plates</i>	\$86.90	1	\$86.90
Lurisia Sparkling Water - 750ml	\$7.00	5	\$35.00
Orange Juice 2L	\$9.00	1	\$9.00
Tomato Juice 2L	\$9.00	1	\$9.00
Percolated Tea & Coffee - Ceramic	\$5.80	16	\$92.80
cc Misc Equipment <i>additional tea & coffee equipment charge</i>	\$100.00	1	\$100.00
Rectangle Plate	\$3.00	16	\$48.00
Ice Tongs	\$3.00	16	\$48.00
Canapé Fork	\$0.50	16	\$8.00
cc Napkins <i>High quality</i>	\$0.00	66	\$0.00
Misc Pastry <i>1x Full cream milk</i>	\$0.00	1	\$0.00
<i>1x Skim milk</i>			
<i>1x Soy Milk</i>			

12:15 PM

Item	Price	Quantity	Total
Large fruit platter with seasonal fresh fruit (GF, DF, Vegan) <i>Platter</i>	\$86.90	2	\$173.80
Our Famous Sandwiches	\$12.80	9	\$115.20
Our Sandwich selection <i>No white bread. Platter</i>	\$8.80	20	\$176.00
- <i>Roast vegetable, hummus, rocket</i>			
- <i>Curried egg, cucumber and iceberg</i>			
- <i>Smoked salmon, marbled cream cheese, cucumber and dill</i>			
- <i>Marinated beef with Asian slaw, crispy shallots, pate and coriander</i>			
Vietnamese crystal rolls with spiced harissa chicken, mint, pomegranate & cucumber (GF, DF) - small <i>Platter</i>	\$3.95	19	\$75.05
Vietnamese crystal rolls with tofu & shiitake mushroom (GF) (Vegan) - small <i>Platter</i>	\$3.40	19	\$64.60
Transport and Logistics Fee <i>Standard</i>	\$110.00	1	\$110.00

- Morning Tea and Lunch - RBB MN
1/10/19

Tax Invoice

@
Phone: +61

Victoria 3
ABN: 62

Invoice No:
Invoice date: 17 Sep 2019

Item	Price	Quantity	Total
3% administration fee	\$39.00	1	\$39.00
		Delivery:	\$7.00
		Surcharges:	\$20.36
		Subtotal:	\$1,252.46
		GST:	\$125.25
		Total:	\$1,377.71

Payments

Payment Date	Payment Method	Amount
01 Oct 2019	MasterCard ending in: Authorisation code: } Transaction type: Purchase	\$1,377.71
	Amount payable:	\$0.00

Function Order Form

total cost of event	\$91.70
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 5 November 2019
total number for catering	14

organiser/main contact	
email address	@rba.gov.au
telephone ext	x

authorised by	
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billing details	
internal guests	14
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	10:00am (M/T)
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf) -	\$5.50	7			\$38.50
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$38.50

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	28			\$53.20
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$53.20

Tax Invoice

27/11/2019/09:52

1470	1.000	17.75	17.75
CHOCOLATE PAN FORTE CAKE 290G			

Total		AUD	17.75
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No of items 1.000

Your payment

17.75

Credit Card: *****

Valid till: 11/22 Author.: }

GST %	Net	Gross	GST
10.000	16.14	17.75	1.61

You were served by

Conditions of Sale and Exchange Policy:

Goods purchased in this retail store are not to be resold without permission.

Due to food handling regulations, we are unable to exchange products or accept returns unless there is a product fault.

Biscuits - RBB SR 3/12/19

SALE TRANSACTION

* CARAMEL MERINGUE 0636-20683688	9347463001016
	\$11.95
* FESTIVE SHAPES 35 0602-20104098	0039047015416
	\$12.95
* MODART COOKIES 50 0602-20597339	4006894559804
	\$19.95

No. of items 3

Total \$44.85

\$44.85

Change

\$0.00

Tax Invoice

* Total price includes GST \$4.08

Please retain as proof of purchase

As of 1 August 2019,
there was a change to our Returns Policy
For more details please visit:

Biscuits - RBB ST 3/12/19

SALE TRANSACTION

* CARAMEL MERINGUE	0636-20683688	9347463001016	
			\$11.95
* CHOC BROWNIE SLIC	0432-20581853	9331578000026	
			\$17.95
* LEMON GFT BX	0610-20042368	9320391109061	
			\$9.95
* ALMOND CRISPBREAD	0610-20294895	9315269000113	
			\$7.95

No. of items 4

Total \$47.80

MasterCard \$47.80

Change \$0.00

Tax Invoice

* Total price includes GST \$4.35

Please retain as proof of purchase

As of 1 August 2019,
there was a change to our Returns Policy
For more details please visit:

STORE POS SAN TRANS. DATE
30/10/2019 10:12

Biscuits - RBB 5-1 5/11/19

TAX INVOICE

\$

TOBYS WOOLLOOMOOLOO BEANS 200G	11.69
SUBTOTAL	11.69

TOTAL	\$11.69
ITEMS	1
EFTPOS	\$11.69
CASH OUT	\$0.00
TRANSACTION INCLUDES GST:	\$0.00

% Indicates Taxable Supply

- TRADING HOURS -
Monday to Sunday 6am - 10pm

Recharge Your Phone Now With e-pay
- Available on every Checkout -

30/10/19 09:51
CASHIER:

Receipt Number#
0376840

- Coffee Beans - RBB + AC

Function Order Form

total cost of event	\$101.00
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 3 December 2019
total number for catering	15

organiser/main contact	
email address	@rba.gov.au
telephone ext	

authorised by	
---------------	--

billing details	
internal guests	15
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	10:00am (M/T)
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf) -	\$5.50	8			\$44.00
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$44.00

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	30			\$57.00
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$57.00

Function Order Form

total cost of event	\$97.20
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 4 February 2020
total number for catering	14
organiser/main contact	
email address	@rba.gov.au
telephone ext	x
authorised by	

billing details	
internal guests	14
account	
department	
product	
project code	
External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	10:00am (M/T)
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf) -	\$5.50	8			\$44.00
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$44.00

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	28			\$53.20
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$53.20

TAX INVOICE

\$

TOBYS WOOLLIWOOLLI BEANS 200G	11.69
SUBTOTAL	11.69

Coffee Beans L11 Boardroom

TOTAL		\$11.69
ITEMS	1	
EFTPOS		\$11.69
CASH OUT		\$0.00
TRANSACTION INCLUDES GST:		\$0.00

% Indicates Taxable Supply

- TRADING HOURS -
Monday to Sunday 6am - 10pm

Recharge Your Phone Now With e-pay
- Available on every Checkout -

SALE TRANSACTION

* ALMOND MACAROONS 0610-20686196 9320223005158
\$11.95

No. of items 1

Total \$11.95

MasterCard

\$11.95

526193000006897

Change \$0.00

Tax Invoice

* Total price includes GST \$1.09

Please retain as proof of purchase

As of 1 August 2019,
there was a change to our Returns Policy
For more details please visit:

Biscuits RBB SY 4/2/20

Tax Invoice

31-01-20 01:32:47 pm

Served by Sabnam

BALOCCHI CACAO WAFER 250G	\$3.99
1 @ \$3.99 ea inc GST	
CHARLIE'S RASP WHT/C MELT 100G	\$6.49
1 @ \$6.49 ea inc GST	
CHARLIE'S LEMON MELTING 100G	\$6.49
1 @ \$6.49 ea inc GST	

Item Count: 3

Total **\$16.97**

(Includes GST:) \$1.54

Manual eftpos \$16.97

Biscuits RBB SY 4/2/20

Function Order Form

total cost of event	\$101.00
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Function Details

contact or event name	RBA Board Meeting
location	the reserve bank of australia
room/location	L11 - Board Room
date of function	Tuesday, 3 March 2020
total number for catering	15

billing details	
internal guests	15
account	
department	
product	
project code	

organiser/main contact	
email address	@rba.gov.au
telephone ext	x9741

External Guests	
Account	
Department	
Product	
Project Code	

authorised by	
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please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	10:00am (M/T)
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf)	\$5.50	8			\$44.00
home style fruit muffins (gf & low fat available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smokes salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$44.00

tea and coffee

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90	30			\$57.00
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (Tim Tams, Monte, Choc Mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40				\$0.00
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00
orange Juice (jug)	\$5.30				\$0.00
apple Juice (jug)	\$5.30				\$0.00
					\$57.00

Tax Invoice

25-02-20 01:08:23 pm

Served by

CHARLIE''S CHO S/C MELTING 100G	\$6.49
1 @ \$6.49 ea inc GST	
CHARLIE''S CHO S/C MELTING 100G	\$6.49
1 @ \$6.49 ea inc GST	
HAMLET BRETZEL BISCUIT 300G	\$4.49
1 @ \$4.49 ea inc GST	
TOBY''S WOOLLOOMOOLOO BEAN 200G	\$11.99
1 @ \$11.99 ea	
CROSTOLI ALMOND BREAD 150G	\$7.99
1 @ \$7.99 ea inc GST	

Item Count: 5

Total

(Includes GST:)\$2.31

\$37.45

Biscuits + Coffee Beans - RBB 03/03/20

Function Order Form

total cost of event	\$70.00
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Function Details

contact or event name	Lunch
location	Reserve Bank of Australia
room/location	Board Dining Room
date of function	Tuesday, 7 April 2020
total number for catering	<u>4</u>

organiser/main contact	
email address	r@rba.gov.au
telephone ext	

authorised by	
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billing details	
internal guests	4
account	
department	6
product	
project code	

External Guests	0
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	
morning tea(mt) / breakfast (b)	
lunch (l)	Start - 12:30pm
afternoon tea (at)	
finish/collection time	Finish - 1:30pm

refreshments (price per item)

Item	cost per item	mt/b	l	at	total cost
assorted soft drinks (375ml)	\$2.00				\$0.00
ginger beer (375ml)	\$1.70				\$0.00
individual 300ml Juice Variety	\$1.80		4		\$7.20
sparkling mineral water (450ml)	\$2.30		4		\$9.20
still Water (600ml)	\$1.75				\$0.00
freshly brewed coffee and tea	\$1.65				\$0.00
					\$16.40

all day food service | sandwiches and wraps

Item	cost per person	mt/b	l	at	total cost
Sandwiches - Standard					
4 Points (1 per person)	\$3.95		8		\$31.60
gluten free sandwich (1 per person)	\$4.50				\$0.00
Sandwiches - Gourmet					
wrap (1 per person)	\$3.95				\$0.00
wrap and mini roll (3 per person)	\$4.50				\$0.00
gluten free sandwich (1 per person)	\$5.00				\$0.00
6 points (1.5 sandwiches per person)	\$4.50				\$0.00

all day food service | platters

Item	cost per person	mt/b	l	at	total cost
Fruit Cheese Platters (Price Per Person)					
fruit (gf)	\$5.50		4		\$22.00
cheese	\$7.50				\$0.00
Savoury Platters (Price Per Person)					
dips and cruditees	\$4.50				\$0.00
antipasto (gf)	\$5.60				\$0.00
					\$22.00

Function Order Form

total cost of event	\$26.40
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Function Details

contact or event name	Meeting
location	Reserve Bank of Australia
room/location	Boardroom - Level 11
date of function	Tuesday, 7 April 2020
total number for catering	3

organiser/main contact	
email address	@rba.gov.au">@rba.gov.au
telephone ext	

authorised by	
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billing details	
internal guests	3
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required	
arrival	10:00am
morning tea(mt) / breakfast (b)	
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf)	\$5.50	3			\$16.50
home style fruit muffins (gf available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smoked salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$16.50

tea and coffee (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger Coffee	\$1.90			3	\$5.70
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service items (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (tim tams, choc mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40			3	\$4.20
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00

Function Order Form

total cost of event	\$70.00
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Function Details

Event name	Lunch
site	Reserve Bank of Australia
room/location	L12, Governor's end
date of function	Tuesday, 5 May 2020
total number for catering	4
organiser/main contact	
email address	

billing details	
internal guests	4
account	
department	
product	
project code	

External Guests	0
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	
morning tea(mt) / breakfast (b)	
lunch (l)	Start - 12:45pm
afternoon tea (at)	
finish/collection time	

refreshments (price per item)

Item	cost per item	mt/b	l	at	total cost
assorted soft drinks (375ml)	\$2.00				\$0.00
ginger beer (375ml)	\$1.70				\$0.00
individual 300ml Juice Variety	\$1.80		4		\$7.20
sparkling mineral water (450ml)	\$2.30		4		\$9.20
still Water (600ml)	\$1.75				\$0.00
freshly brewed coffee and tea	\$1.65				\$0.00
					\$16.40

all day food service | sandwiches and wraps

Item	cost per person	mt/b	l	at	total cost
Sandwiches - Standard					
4 Points (1 per person)	\$3.95		8		\$31.60
gluten free sandwich (1 per person)	\$4.50				\$0.00
Sandwiches - Gourmet					
wrap (1 per person)	\$3.95				\$0.00
wrap and mini roll (3 per person)	\$4.50				\$0.00
gluten free sandwich (1 per person)	\$5.00				\$0.00
6 points (1.5 sandwiches per person)	\$4.50				\$0.00
					\$31.60

all day food service | platters

Item	cost per person	mt/b	l	at	total cost
Fruit Cheese Platters (Price Per Person)					
fruit (gf)	\$5.50		4		\$22.00
cheese	\$7.50				\$0.00
Savoury Platters (Price Per Person)					
dips and cruditees	\$4.50				\$0.00
antipasto (gf)	\$5.60				\$0.00
					\$22.00

Function Order Form

total cost of event	\$17.60
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Function Details	
contact or event name	Meeting
location	Reserve Bank of Australia
room/location	L11 - Board Room
date of function	Tuesday, 5 May 2020
total number for catering	2
0	
organiser/main contact	
email address	@rba.gov.au
telephone ext	
0	
authorised by	

billing details	
internal guests	2
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required	
arrival	10:00am
morning tea(mt) / breakfast (b)	
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf)	\$5.50	2			\$11.00
home style fruit muffins (gf available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smoked salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$11.00

tea and coffee (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90			2	\$3.80
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service items (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (tim tams, choc mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40			2	\$2.80
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00

Function Order Form

total cost of event	\$17.60
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Function Details

contact or event name	Meeting
location	Reserve Bank of Australia
room/location	L11 - Board Room
date of function	Tuesday, 2 June 2020
total number for catering	2
0	
organiser/main contact	
email address	@rba.gov.au
telephone ext	
0	
authorised by	

billing details	
internal guests	2
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf)	\$5.50	2			\$11.00
home style fruit muffins (gf available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smoked salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$11.00

Function Order Form

total cost of event	\$26.40
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Function Details

contact or event name	Meeting
location	Reserve Bank of Australia
room/location	L11 - Board Room
date of function	Tuesday, 7 July 2020
total number for catering	3
0	
organiser/main contact	
email address	@rba.gov.au
telephone ext	
0	
authorised by	

billing details	
internal guests	3
account	
department	
product	
project code	

External Guests	
Account	
Department	
Product	
Project Code	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Cold					
fresh fruit platter (gf)	\$5.50	3			\$16.50
home style fruit muffins (gf available)	\$2.90				\$0.00
house baked scones with cream and preserves	\$2.90				\$0.00
sweet mini danish	\$2.90				\$0.00
banana bread with preserves	\$2.90				\$0.00
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90				\$0.00
breakfast trifle with yoghurt granola and passion fruit	\$3.70				\$0.00
gluten free cake slice (gf)	\$3.50				\$0.00
Hot					
smoked salmon on brioche with dill cream cheese	\$2.90				\$0.00
egg and bacon english muffin	\$3.70				\$0.00
mini savoury croissants with assorted fillings	\$2.90				\$0.00
breakfast frittata with homemade onion jam	\$3.50				\$0.00
chipolata sausage served in a mini roll with tomato relish	\$3.50				\$0.00
					\$16.50

tea and coffee (1 item unless stated: price per person)

Item	cost per person	mt/b	l	at	total cost
Tea and Coffee Service (per person)					
tea and freshly ground coffee	\$1.65				\$0.00
plunger coffee	\$1.90			3	\$5.70
tea, coffee and assorted biscuits	\$2.20				\$0.00
Additional Tea and Coffee Service items (per person)					
biscuits - arnott's assorted creams	\$0.55				\$0.00
biscuits - arnott's chocolate variety (tim tams, choc mint)	\$0.55				\$0.00
gourmet biscuit selection (2 per person)	\$1.40			3	\$4.20
gourmet assorted slices or cakes	\$3.50				\$0.00
home-made muffin (gf & low fat available)	\$2.75				\$0.00

Function Order

total cost of event	\$17.60
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Function Details

contact or event name	Meeting
location	Reserve Bank of Australia
room/location	L11 - Board Room
date of function	Tuesday, 1 September 2020
total number for catering	2
0	
organiser/main contact	
email address	@rba.gov.au
telephone ext	9
0	
authorised by	

please provide by 5 full business days notice for all function and 48 full business hours for tea trolleys

delivery times

time required

arrival	10:00am
morning tea(mt) / breakfast (b)	
lunch (l)	
afternoon tea (at)	
finish/collection time	

breakfast / morning tea (1 item unless stated: price per person)

Item	cost per person	mt/b
Cold		
fresh fruit platter (gf)	\$5.50	2
home style fruit muffins (gf available)	\$2.90	
house baked scones with cream and preserves	\$2.90	
sweet mini danish	\$2.90	
banana bread with preserves	\$2.90	
berry coulis yoghurt pots topped with mixed berries and muesli (gf)	\$2.90	
breakfast trifle with yoghurt granola and passion fruit	\$3.70	
gluten free cake slice (gf)	\$3.50	
Hot		
smoked salmon on brioche with dill cream cheese	\$2.90	
egg and bacon english muffin	\$3.70	
mini savoury croissants with assorted fillings	\$2.90	
breakfast frittata with homemade onion jam	\$3.50	
chipolata sausage served in a mini roll with tomato relish	\$3.50	

(serviced function)

Please Choose One Option

cost per person

\$28.50