

Venue Information

Venue Capacity

All Venue	Main Room	Viewing Room
Up to	Up to	Up to
450 banquet	300 banquet	120 banquet
300 cabaret	200 cabaret	80 cabaret
800 cocktail	400 cocktail	250 cocktail

Room hire charges and minimum numbers required during the day (Monday – Friday)

Room	1-4 hours	4-8 hours	Minimum number required
Full venue	\$2,000	\$4,000	150 guests
Main room	\$1,500	\$3,000	100 guests
Viewing room	\$1,000	\$2,000	50 guests

Minimum Spends required:

Room	Monday to Thursday evening	Friday & Saturday evening	Sunday anytime
All venue	\$15,000	\$36,000	\$22,000 (15% surcharge long weekends)
Main room	\$8,000	\$25,000	\$12,000 (15% surcharge long weekends)
Viewing room	\$5,000	\$12,000	\$7,500 (15% surcharge long weekends)

Equipment hire charges

Audio – Visual

Large data projector (main room): \$450
 Small data projectors (main & viewing room): \$350 each
 White board with markers: \$50
 Plasma/LCD screen with floor stand: from \$450
 DVD player: \$30
 Technician on site per hour from \$80

Lectern & microphone are complimentary with your room.

Small stage

2 pieces of 1.5 m x 1.8 m stages: \$50 each

Additional items

Photocopying: 40c each
 Pens and notepads: \$1.50 per guest
 A5 menus on 200gsm book fold: \$2 each