



# Adelaide Meeting Room Hire Information Kit

Looking for a great place to hold your next meeting, conference, mediation or training event?  
You've found it!

At Adelaide Meeting Room Hire, we offer exceptional service, modern facilities, state of the art technology, and great catering – we take care of it all for you!

Our facilities are located right in the heart of the Adelaide CBD, close to great restaurants, Rundle Mall, Adelaide Oval and the Adelaide Central Market!

Our friendly staff provide a professional and welcoming environment for our clients. Being a smaller establishment, we provide a flexible, dedicated approach to our clients to ensure their needs are met

## Our Features & Facilities

Our purpose built boutique facility has 3 small meeting rooms, 2 boardrooms, and a training/conference room available, which enables us to cater for groups from 2 to 40 people

- Beautifully presented & spacious
- Modern & stylish rooms with natural light
- Separate reception area
- Variety of room options & flexible configurations
- Ergonomically designed furniture to ensure optimum comfort
- Breakout catering areas
- Air-conditioned
- State of the art equipment

## Included in the Room Hire

- Top of the range Audio capabilities in 2 rooms
- PC & Mac Terminal Access
- Complimentary Internet Wi-Fi
- Flipchart & markers
- Whiteboard & markers
- Chilled filtered water and mints for tables
- On-site technical support



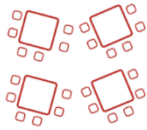
Adelaide Meeting Room Hire

08 8227 2409 [andrea@adelaidemeetingroomhire.com.au](mailto:andrea@adelaidemeetingroomhire.com.au) [www.adelaidemeetingroomhire.com.au](http://www.adelaidemeetingroomhire.com.au)

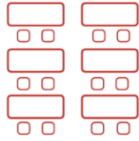
# Room Configurations & Floor Plan



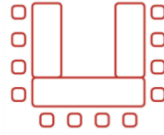
Theatre



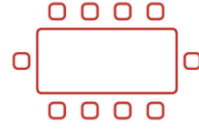
Cabaret



Classroom



U-Shape

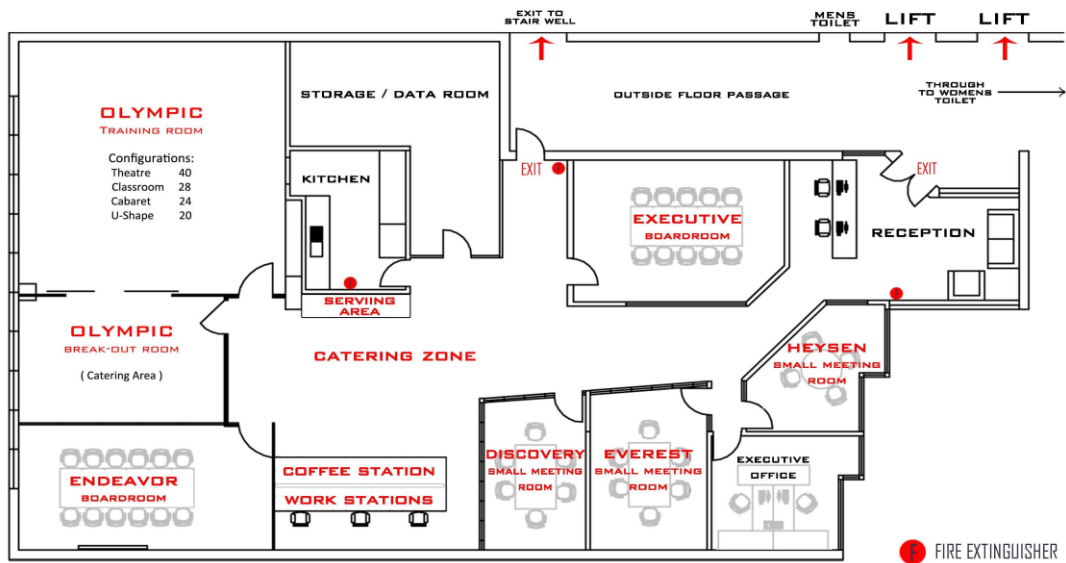


Boardroom Round



Round

Rooms	Theatre	Cabaret	Classroom	U-Shape	Boardroom	Round
Olympic	20-40	10-24	10-26	8-20	6-14	-
Endeavour	12-16	-	4-12	-	4-10	-
Executive	-	-	-	-	4-10	-
Everest	-	-	-	-	2-6	-
Discovery	-	-	-	-	2-6	-
Heysen	-	-	-	-	-	2-4



## Room & Equipment Hire Pricing

Room Selection	Full Day 8.30am - 5pm	Half Day 4 hrs	Hourly Rate	After business hours	Evening 5-8pm	Weekend [per day]	White board
<b>OLYMPIC</b> Training & Conference Room	\$650	\$430	N/A	\$180/hr	\$210/hr	\$1300	2 X Fixed
<b>EXECUTIVE</b> Meeting & Boardroom	\$470	\$310	\$130	\$160/hr	\$180/hr	\$850	1 x Fixed
<b>ENDEAVOUR</b> Meeting, Training & Boardroom	\$470	\$310	\$130	\$160/hr	\$180/hr	\$850	Mobile
<b>EVEREST</b> Small Meeting Room	\$270	\$180	\$80	\$100	n/a	n/a	1 x Fixed
<b>DISCOVERY</b> Small Meeting Room	\$270	\$180	\$80	\$100	n/a	n/a	Mobile
<b>HEYSEN</b> Small Meeting & Interview Room	\$270	\$180	\$80	\$100	n/a	n/a	Mobile
<b>WORKSTATIONS</b> (Single Desk)	\$70	\$50	\$30	n/a	n/a	n/a	n/a
Equipment				Full Day	Half Day	Weekend [per day]	
Data Projector with Projection Screen / Projection Wall (not available Heysen room)				\$80	\$50	\$80	
Laptop				\$80	\$50	\$80	
Internet Wi-Fi				Included	Included	Included	
Whiteboard & Markers				Included	Included	Included	
Flip Charts & Markers				Included	Included	Included	
Printing / Photocopying				Black & White 0.40/page Colour \$1.20/page			





## Catering Menu & Pricing

At Adelaide Meeting Room Hire we take a personalised approach, ensuring that we understand your catering needs for your event.

- Chilled water and mints are included in all room hire rates
- Lunches & morning tea are served with orange or apple juice, assorted Twining's tea and percolated coffee
- Listed menu items are examples of our food offering – we select and rotate items daily
- On request, you can mix menu items
- AMRH caters for vegetarian, vegan, gluten free and healthy options
- Breakfast menu is available upon request
- All prices listed below are per person
- All prices ex gst

<b>Basic Package</b>	\$7.00
All Day Premium Tea & Coffee service Twining's tea varieties, Vittoria percolated coffee, Decaffeinated coffee & Hot chocolate Arnott's Chocolate coated, Cream & Sweet biscuit varieties	
<b>Morning Tea</b>	\$13.00
A daily rotation of at least 2 bakery items including assorted cakes, mini danishes, mini scrolls, scones, croissants, fruit & custard buns Fruit Platter or Fruit Skewers - assortment of in-season fruits	
<b>Lunch</b>	\$22.00
A daily rotation of at least 2 lunch items including , assorted toasted wraps & focaccia's, cocktail savouries, quiches, sushi, dumplings, arancini, meat platters, pizzas, sandwiches and salads	
<b>Lunch Plus</b>	\$27.00
The above lunch with a cheese and fruit platter	
<b>Afternoon Tea</b>	\$13.00
A daily rotation of assorted platters including assorted cheeses, dips, nuts, fruit and crackers Assortment of mini scrolls, fruit & custard buns	
<b>Full Day Package</b>	\$39.00
Includes Morning Tea, Lunch & Afternoon Tea	

PLEASE NOTE: Self-Catering is NOT permissible





## Location Guide

Adelaide Meeting Room Hire is located right in heart of the Adelaide CBD. Our building has a well renowned Adelaide Coffee Café – Cibo' on the ground floor, creating a great cosmopolitan environment for our building, staff, guests and clients: Restaurants and casual eating facilities nearby or lining Pirie Street

### Address

- Level 5, 97 Pirie Street, Adelaide
- Take lifts ground floor, exit on 5<sup>th</sup>, located in-front slight right

### Transport

- Airport: 6.5lk's, 15min drive
- Adelaide Railway Station: 750 mtr., 12min walk
- Buses: 5 min walk
- Taxis: Yellow: 13 22 27, Independent: 13 22 11

### Car Parking

Numerous car parks within a short walking distance

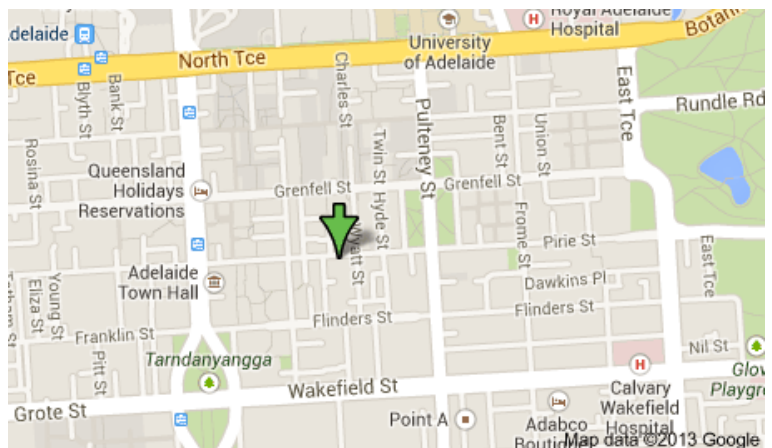
- U-Park on Wyatt Street Enter via Wyatt Street or Hyde St
- Rundle Place Car Park Enter via Grenfell St
- U-Park on Pirie/Flinders Enter off Sudholz Plc via Flinders St
- Ezi-park Flinders Link Enter via Flinders or off Wyatt St

### Nearby Hotels

- Mantra Hindmarsh: 55-67 Hindmarsh Sq
- Ibis Adelaide: 22 Grenfell St
- Crowne Plaza: 16 Hindmarsh Sq
- Adina Apartment Hotel: 2 Finders St

### Landmarks within walking distance

- Rundle Mall: 5 min
- Casino: 12 min
- Museum & Art Centre: 8 min
- Adelaide Central Market: 12 min
- Botanic Gardens: 18 min
- Adelaide Oval: 26 min



Adelaide Meeting Room Hire

08 8227 2409 andrea@adelaidemeetingroomhire.com.au www.adelaidemeetingroomhire.com.au