

My conference, meeting & event address

adinahotels.com

Adina Apartment Hotel Melbourne Southbank

99 City Road, Southbank VIC 3006 Australia

Tel: (+61 3) 9491 6100

meet.southbank@adinahotels.com.au

Adina
apartment hotels



Hotel highlights

Adina Apartment Hotel Melbourne Southbank is perfectly positioned to experience all that Melbourne has to offer. Only a two-minute walk from Flinders Street Railway Station, the hotel is within easy walking distance to Melbourne's premier restaurants and cafés. This impressive new apartment style hotel features 3 well-appointed meeting rooms which 2 boast abundant natural light, with a great break-out area located just above the hotel lobby, the rooms also feature some modern technology with wireless projection and complimentary WiFi for all delegates.

Accommodation

After a day of meetings or exploring Melbourne's endless cultural offerings, return to the comfort of your apartment. The hotel features 220 rooms, including studios, one and two bedroom apartments. All rooms offer space to stretch out including a lounge and dining area and fully equipped kitchen and laundry. Enjoy the facilities of 24-hour reception, and the swimming pool and gym.



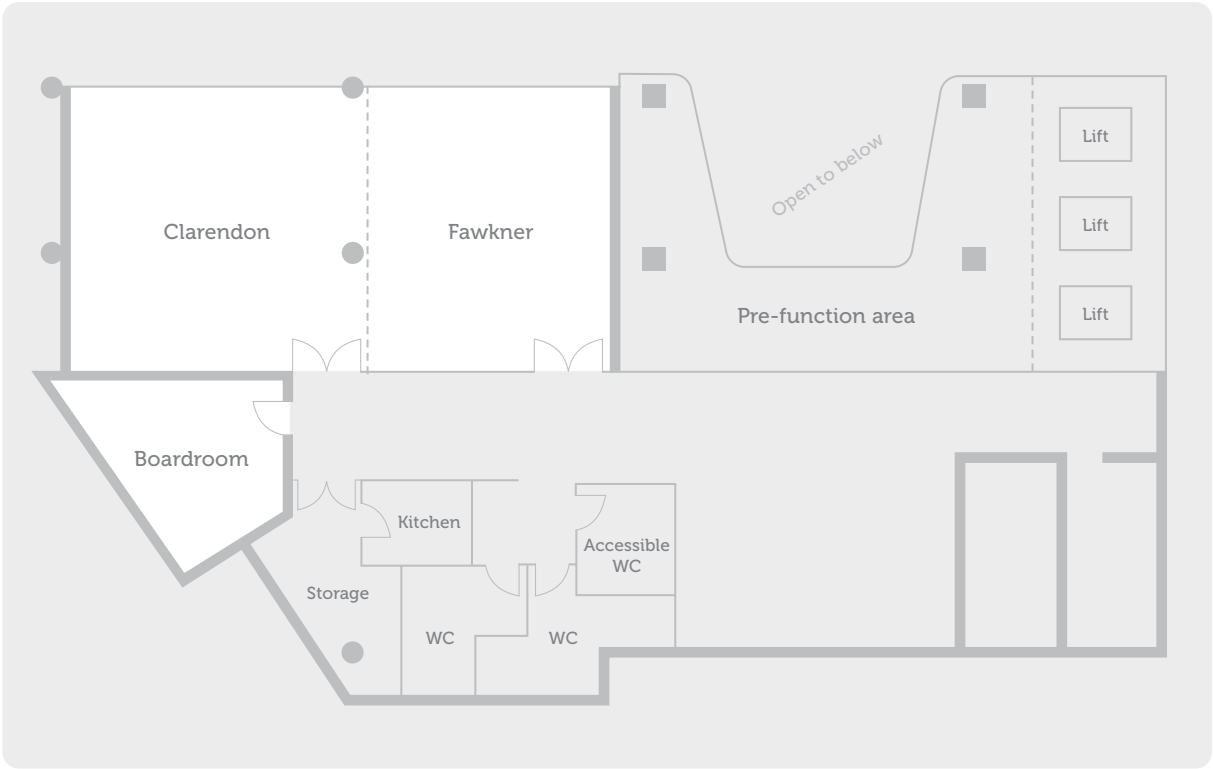


St Marks Road Co. café is located on the ground floor of the hotel and is open from 7am until late every day. Serving great coffee, delicious snacks, light meals from the deli and takeaway options to dine in you room.



Venue capacity

Room	Sqm	Theatre	Class-room	U-Shape	Cabaret	Board-room	Banquet	Cocktail
Boardroom	20	–	–	–	–	10		–
Fawkner	50	36	12	14	18	18	30	40
Clarendon	53	56	18	18	24	24	40	70
Clarendon & Fawkner	103	92	36	–	42	–	70	110





Room hire

Room	Half Day	Full Day
Boardroom	\$200	\$350
Fawkner Room	\$300	\$450
Clarendon Room	\$350	\$500
Clarendon & Fawkner	\$650	\$900

If no day delegate package is required, the room hire fee only will be applicable.
Room hire is included in day delegate packages for over 10 people.
Half day room hire is based on a five hour period. Should an extension of room usage occur, a further charge of \$75 per hour or part thereof will apply.
Half day delegate packages include morning tea or afternoon tea.

Standard meeting inclusions

Equipment - Complimentary with room hire and day delegate package
Dedicated event host
In-built audio system
State-of-the-art data projector and screen
Clickshare technology
Assistive listening devices
Complimentary WiFi
Whiteboard with markers
Flip chart with markers
Pens and notepads
In-room tea and coffee facilities
Iced water and mints

Additional audio-visual equipment available on request. Additional charges apply.



Optional extras

Equipment	Per Day Price
Lectern	\$60
Additional white board	\$45
Additional flip chart and markers	\$30
Laptop	\$260
Teleconferencing starphone	\$220
Hand-held microphone	\$95
Continuous barista coffee service	\$10 per person

For specialised audio-visual requests we are able to get our preferred providers to contact you to supply technical advice and ensure all your requirements are met.

Car parking

1 x complimentary parking space per meeting room
\$21 discounted parking for all event delegates
\$35 overnight (subject to availability)

Limited on-site parking is available with access via Fawkner Street. Adina guest parking is located on the basement level. Car park height is 1.9m.

Additional parking is located at the Eureka Car Park, access via Southgate Avenue. Please present your parking ticket to reception for validation on departure. Car park height is 2.1m.



Food and beverage options

CLASSIC DAY DELEGATE PACKAGE

from \$71 per person

If numbers fall below 10 guests, a room hire fee may apply

Includes:

- Conference room hire between the hours of 8am and 5pm
- In-built audio system
- Complimentary WiFi
- Data projector and screen
- Whiteboard and markers
- Flip chart
- Notepads and pens
- Mints
- Iced water

Arrival Tea and Coffee

Nespresso coffee and speciality teas

Morning Tea

Nespresso coffee and speciality teas, bakery item

Lunch

- Assorted bagels, wraps and baguettes
- Seasonal salad
- Fruit plate
- Infused water
- Tea, Nespresso coffee

Afternoon Tea

Nespresso coffee, specialty teas, bakery item

Vegetarian, gluten free, dairy free options available if requested at least 3 days prior.
Some dietary requirements may incur an additional fee.

Allow us to fulfil your needs. Please let one of our team members know if you have any special dietary requirements, food allergies or food intolerances. Whilst all care is taken in the preparation of all food, traces may still be found due to accidental cross contamination.

Adina



EXECUTIVE DAY DELEGATE PACKAGE

from \$78 per person

If numbers fall below 10 guests, a room hire fee may apply

Includes:

- Conference room hire between the hours of 8am and 5pm
- In-built audio system
- Complimentary WiFi
- Data projector and screen
- Whiteboard and markers
- Flip chart
- Notepads and pens
- Mints
- Iced water

Arrival Tea and Coffee

Nespresso coffee and speciality teas

Morning Tea

Nespresso coffee and speciality teas, bakery item

Lunch

- Assorted bagels, wraps and baguettes
- Hot finger food options
- Seasonal salad
- Fruit plate
- Infused water
- Tea, Nespresso coffee

Afternoon Tea

Nespresso coffee, specialty teas, bakery item

Vegetarian, gluten free, dairy free options available if requested at least 3 days prior.
Some dietary requirements may incur an additional fee.

Allow us to fulfil your needs. Please let one of our team members know if you have any special dietary requirements, food allergies or food intolerances. Whilst all care is taken in the preparation of all food, traces may still be found due to accidental cross contamination.



HALF DAY DELEGATE PACKAGE

from \$65 per person

If numbers fall below 10 guests, a room hire fee may apply

Includes:

- Conference room hire between the hours of 8am and 12pm or 1pm and 5pm
- In-built audio system
- Complimentary WiFi
- Data projector and screen
- Whiteboard and markers
- Flip chart
- Notepads and pens
- Mints
- Iced water

Morning or Afternoon Tea

Nespresso coffee and speciality teas, bakery item

Lunch

- Assorted bagels, wraps and baguettes
- Seasonal salad
- Fruit plate
- Infused water
- Tea, Nespresso coffee

Vegetarian, gluten free, dairy free options available if requested at least 3 days prior.
Some dietary requirements may incur an additional fee.

Allow us to fulfil your needs. Please let one of our team members know if you have any special dietary requirements, food allergies or food intolerances. Whilst all care is taken in the preparation of all food, traces may still be found due to accidental cross contamination.

Adina



ADDITIONAL BREAK OPTIONS
from \$8 per person/per break

Health Fix

- Seasonal fruit platter
- Yoghurt and muesli cup
- Dried fruits and trail mix

Sweet Tooth

- Selection of chocolates
- Sweet slice
- Hot chocolate

Keep It Cheesy

- Cheese platter
- Fruit salad

KICK START YOUR DAY

Sunrise Breakfast \$20 per person
Minimum 10 guests

Cold Selection (3 options)

- Seasonal fruit platter
- Yoghurt and muesli cup
- Ham and cheese croissants
- Danish pastries
- Bacon and egg muffin
- Smoothies

Beverages

- Iced water
- Fresh orange juice
- Nespresso coffee and speciality teas

Vegetarian, gluten free, dairy free options available if requested at least 3 days prior.
Some dietary requirements may incur an additional fee.

Allow us to fulfil your needs. Please let one of our team members know if you have any special dietary requirements, food allergies or food intolerances. Whilst all care is taken in the preparation of all food, traces may still be found due to accidental cross contamination.

Adina



MORNING AND AFTERNOON TEA

\$9 per person per break

Nespresso coffee and a selection of teas served with your choice of one of the following

- Danish pastries
- Cake bites
- Assorted sweet muffins
- Chocolate croissants
- Assorted quiches
- Assorted gourmet mini pies

Upgrade options

- Add a fruit platter for \$50
- Cheese platter (8–10 people) \$70
- Add a second option for \$4 per person per break

LUNCH

Express Lunch \$19 per person

- Nespresso coffee and speciality teas
- Assorted bagels, wraps and baguettes

Classic Lunch \$29 per person

- Assorted bagels, wraps and baguettes
- Hot finger food options
- Seasonal salad
- Fruit plate

Vegetarian, gluten free, dairy free options available if requested at least 3 days prior.
Some dietary requirements may incur an additional fee.
Allow us to fulfil your needs. Please let one of our team members know if you have any special dietary requirements, food allergies or food intolerances. Whilst all care is taken in the preparation of all food, traces may still be found due to accidental cross contamination.



EVENING COCKTAIL

Minimum of 20 guests

Option One \$24 per person

Selection of 2 hot and 2 cold canapés from our seasonal menu

Option Two \$31 per person

Selection of 3 hot and 3 cold canapés from our seasonal menu

BEVERAGE PACKAGES

Standard Package

1 hour duration at \$21 per person

2 hour duration at \$31 per person

3 hour duration at \$39 per person

- House sparkling wine
- House white wine
- House red wine
- Full-strength beer
- Light beer
- Soft drinks
- Orange juice

Adina Apartment Hotel Melbourne Southbank

99 City Road, Southbank VIC 3006 Australia

Tel: (+61 3) 9491 6100

meet.southbank@adinahotels.com.au

Adina
apartment hotels