



## CONTACT US

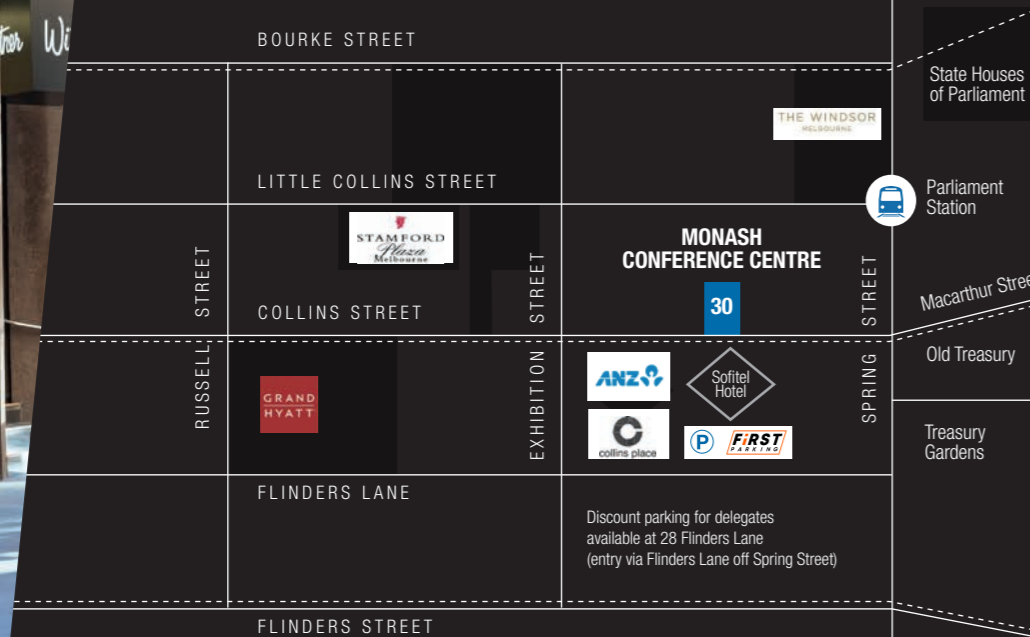
### Monash Conference Centre

Level 7, 30 Collins Street  
Melbourne VIC 3000

T: (03) 9903 8000

E: [conferencecentre@monash.edu](mailto:conferencecentre@monash.edu)

W: [conferencecentre.monash.edu](http://conferencecentre.monash.edu)



## OUR LOCATION

The Monash Conference Centre is situated at the 'Paris End' of Collins Street amongst Melbourne's busy corporate sector. The centre boasts superb views over our city's central business district and is the ideal location for your meetings, conferences, seminars and training sessions.



### Travelling by train

Parliament Station is located on Spring Street and is only a two minute walk from the Monash Conference Centre.



### Travelling by tram

Tram Stop number 8 is on Collins Street at the intersection of Spring Street. It services tram numbers 11, 42, 48 and 109.



### Travelling by car

Discount parking for delegates is available at First Parking Collins Place car park located at 28 Flinders Lane (entry via Flinders Lane off Spring Street). To receive the discounted rate delegates can present their parking ticket to staff for validation.

Monash University reserves the right to alter information, procedures, fees and regulations contained in this document. Please check the Monash University website ([monash.edu](http://monash.edu)). All information reflects prescriptions, policy and practice in force at the time of publication.

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## MONASH CONFERENCE CENTRE BROCHURE





Image: Level 7 Boardroom

## OUR VENUES

Monash Conference Centre is the ideal venue for your next meeting, conference, seminar or training session. We have flexible spaces including seminar rooms, boardrooms and offices that can be used as breakout areas, all with floor to ceiling windows offering natural light. We have great relationships with our caterers allowing us to provide fresh and creative options for your guests.

## OUR EQUIPMENT

Our seminar and board rooms are equipped with a range of technology to assist you with your event.






### Included in room hire is:

- Ceiling mounted data projector and in room PC
- HDMI connectivity for laptops
- Free wireless internet
- In-ceiling speakers
- Handheld and over ear microphones
- Whiteboard and markers
- Technical support
- Water and mints
- Notepads and pens.

### Available on request:

- Videoconferencing/Zoom capability at additional cost
- Flipcharts and markers at additional cost
- Hearing Loop (no charge).

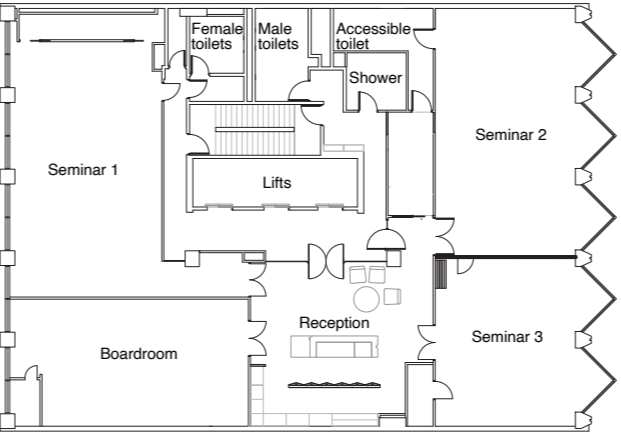
## OUR ROOMS

					
LEVEL 7	Boardroom	U Shape	Theatre	Cabaret	Classroom
Boardroom	10 -12	–	–	–	–
Seminar 1	24	20	50	30	24
Seminar 2	24	20	40	24	18
Seminar 3	14	14	30	12	8
Seminar 2 & 3	30	25	60	50	30
LEVEL 11					
Collins St Boardroom	18 –20	–	–	–	–
Dining Room	14	–	–	–	–
Office 1 Boardroom	9	–	–	–	–
Office 2 Executive	6	–	–	–	–
Office 3 Executive	6	–	–	–	–

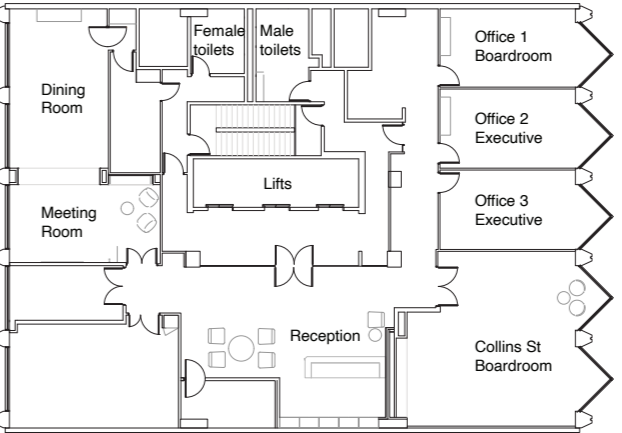
Capacity figures indicated above are based on maximum numbers and will vary depending on your specific requirements.

**\*Booking condition update:** Subject to availability, all bookings of 60 people or more will require the hire of all spaces on level 7.

### LEVEL 7



### LEVEL 11



## OUR CATERING

Monash Conference Centre always has a strong partnership with a local Melbourne caterer. Sharing the University health, environmental and sustainability standards, our caterers have a passion for imaginative menus and fresh food.

They value locally grown, seasonal and ethically sourced produce and can provide a variety of catering options for your event. Dietary and cultural needs are gladly accommodated with sufficient notice.

