



FUNCTIONS
& EVENTS

ALL INCLUSIVE CONFERENCE PACKAGES

Full Day Conference

\$65.75pp

(Minimum of 20 delegates)

Venue rental

Head table (if required)

Registration table (if required)

Writing pads and pens

Standard equipment (excluding data projector)

Lectern and microphone

Iced water and mints

Freshly brewed tea and coffee

Morning tea (tea, coffee and petite Danish pastries)

Lunch (Tortilla wraps or Turkish (choice of two) served with fruit plater and orange juice)

Afternoon tea (tea, coffee and fresh oven baked cookies)

Half Day Conference

\$35.00pp

(Minimum of 20 delegates)

Venue rental

Head table (if required)

Registration table (if required)

Writing pads and pens

Standard equipment (excluding data projector)

Lectern and microphone

Iced water and mints

Freshly brewed tea and coffee

Morning tea (tea, coffee and petite Danish pastries)

OR

Afternoon tea (tea, coffee and fresh oven baked cookies)

BREAKS AND HIGH TEA

Beverages

Freshly brewed tea and coffee	\$3.00pp
Continuous tea and coffee	\$7.50pp
Fresh orange fruit juice	\$3.30pp

Breaks

Fresh oven baked cookies (2 each)	\$3.00pp
Mini muffin selection served warm (2 each)	\$4.90pp
Petite Danish pastries (2 each)	\$4.90pp
Warm scones served with jam and cream	\$4.90pp
Spanish churros served warm tossed in cinnamon sugar (2 each)	\$4.20pp
Petite chocolate fudge brownies, mini custard slice and macaroons	\$4.20pp
Chocolate and orange valencia logs (GF)	\$5.50pp
Freshly sliced Queensland fruit plate (GF)	\$4.90pp
King Island cheese plate with quince, dried fruits and biscuits	\$9.90pp

High Tea

\$28.00pp

Three-tiered high tea stand, with delightful finger sandwiches, scones with jam and cream, petit four cakes and pastries.

Freshly brewed tea, coffee and chocolates



SANDWICHES AND WRAPS

Sandwiches with assorted fillings \$7.50pp

Finger club sandwiches with gourmet fillings \$8.50pp

Bacon and egg English muffin with BBQ sauce \$6.50pp

Tortilla Wraps or Turkish Bread \$9.50pp

Please select two from the following options:

Smoked salmon with herbed cream cheese, capers, Spanish onion and rocket

Virginian ham with tomato relish, tomato and lettuce

Tandoori chicken with cucumber, tomato and crisp leaves

Vegetarian with pesto, roast capsicum, olives, goats cheese and rocket (V)

TECHNICAL EQUIPMENT HIRE

STANDARD	CHARGE
Flipchart & Butchers Paper	\$30.00
Whiteboard	\$20.00
Electronic Whiteboard – Panasonic	\$35.00
Projection Screen (free standing, 1.2m x 1.2m)	\$25.00
Lectern & Microphone	FOC
Additional Wired Microphones/DI's	\$15.00 ea
Additional Lecterns	\$25.00 ea
Plasma Panel 50" horizontal or vertical (with stand)	\$88.00
DVD/VHS Combo Player (TV and trolley)	\$25.00
Palsonic 68cm CRT TV (includes DVD/VHS player)	\$45.00
WIRELESS MICROPHONES (batteries included)	
Handheld	\$112.50 ea
Headset	\$112.50 ea
Lapel Style	\$112.50 ea
DATA PROJECTION	
Paradise Showroom- Stage End Only	
Side Stage Data Projector & 140' screen (One Side)	\$200.00
Side Stage Data Projectors & 140' screens (Both Sides)	\$380.00
Data Projector & Centre Screen 5m wide	\$475.00
Data Projectors (Centre on Stage & Both Side Projectors)	\$650.00
Lakeside Terrace	
Data Projector and Screen	\$200.00
Data Projector and Two Screens	\$380.00
Panorama Suite	
Data Projector and Screen	\$150.00
Drop Down Motorised Screen Only	\$25.00
Basement	
Data Projector and Screen	\$200.00
All Other Rooms	
Data Projector Sony VPL- CXS includes Screen	\$150.00
ALL OTHER EQUIPMENT	
Showroom PA System (Inc Mixer, CD Player and Speakers)	\$150.00
Basement PA System (Inc Mixer, CD Player and Speakers)	\$100.00
Showroom Standard Lighting Rig (3 Colour Wash + OW profile and 4 Robe 250)	\$150.00
Showroom Basic Lighting Rig (White onstage wash only)	\$75.00
Basement Lighting Rig (3 x OW profile and LED wash)	\$88.00
Risers 2m x 1m sections (can be joined and come in varied heights)	\$44.00ea
Portable Stage 2.4m x 1.8m	\$110.00
Media Splitter (Audio, 1 input, 8 outputs)	\$66.00
PC Laptop (including hook up cables)	\$66.00
Laptop hook up cables- Audio + Video (If B.Y.O Laptop)	\$11.00
Phone Rental- Local/Wireless Internet (extra phone/wireless \$5)	\$55.00
Dance floor 5m x 4m (wood parquet)	\$80.00
Red or White Carpet (10m x 1.2m)	\$110.00
TECHNICAL LABOUR COSTS	
Ordinary Hours (First 10 hours Mon-Sat 06:00-00:00)	\$46.50
Overtime 1 (11 th and 12 th hour)	\$57.50
Overtime 2 (13 th and 14 th hour, Sundays, Public Holidays or between 00:00-06:00)	\$73.50

Please note: Technical set up fee may apply to your event (min 3 hour call)

Additional technical equipment is available on request. For all your technical requirements, please contact the Technical Supervisor Ph (07) 5581 6570 or Email: freeman@theartscentregc.com.au

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