



## Conferencing at Best Western Wheelers Hill International *Discover Service & Style*

Conferences and Meetings are a specialty at the Best Western Wheelers Hill International. We boast 4 professional conference rooms and are capable of accommodating meetings from 4-260 delegates. Our professional team are trained to ensure that any meeting is a success from the moment of your first enquiry right through to the end of your event. Pricing can be itemised, or a daily delegate rate can be arranged. It can start at 9 and finish at 5, or start at breakfast and finish with dinner in our reputable restaurant boasting international cuisine.

### Features: 'Just some of our features'

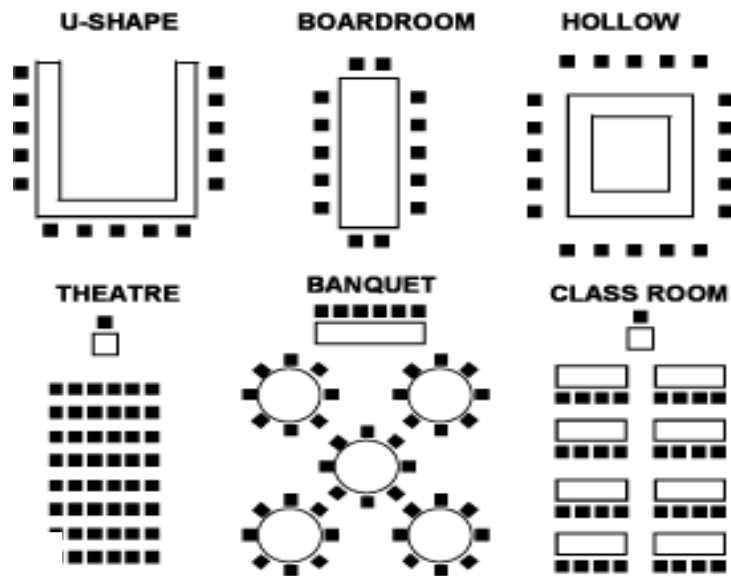
- ❖ **FREE** use of AV equipment\*
- ❖ Flexible tailored packages
- ❖ Complimentary mints & chilled filtered water
- ❖ An abundance of adjustable natural light
- ❖ All conference rooms are at ground level
- ❖ Fully automated climate control
- ❖ **FREE** off-street parking
- ❖ Access to **wireless broadband Internet (Wi-Fi)** across the entire property
- ❖ Phone & High speed data points in all conference rooms
- ❖ Business centre with Broadband Internet, Email, Fax & Printing services
- ❖ 24 Hour Reception
- ❖ Bars & Restaurant
- ❖ 4 ½ Star accommodation
- ❖ Ongoing personalised service
- ❖ A multitude of break-out options (indoor & outdoor)



Mc Millan Room

\* Free Use of AV Equipment only valid for the all Inclusive Packages

**Room Layout:** We accommodate all forms of room layouts. Listed below are a few selections giving example of what we can do. However, we aren't limited to the styles below.



*Customised layouts can be configured to suit your conference specifically!*

Room	U-shape	Board	Classroom	Banquet	Theatre	Size m <sup>2</sup>
Jell	N/A	12	N/A	NA	20	20
Napier	24	24	36	50	60	70
Wheeler	36	46	60	80	110	104
McMillan 1	36	36	60	80	110	100
Mc Millan 2	46	45	80	120	150	160
Mc Millan 1 + 2	60	56	150	200	260	260

# **Standard Conference Day**

**Daily Delegate rate starts from \$45 per person, subject to the number of guests.**

Our standard conference day covers exactly what you need. Upon entering your conference room you are greeted by a vast selection of imported tea & freshly brewed coffee. Whilst sitting down, you have an endless supply of chilled filtered water and fresh mints. Come time for a Break, we provide a delicious Morning Tea, Lunch and Afternoon Tea. Couple this together with all our AV Equipment at no additional cost

Pricing for all inclusive package

Attendees	Jell	Napier	Wheeler	McMillan 1	McMillan 2	McMillan 1 & 2
>15	\$50	\$55	\$60	\$60	\$60	NA
15 – 50	\$45	\$50	\$55	\$55	\$55	\$55
50-70	NA	\$45	\$50	\$50	\$50	\$50
70 +	NA	NA	\$45	\$45	\$45	\$45

## **Included Equipment:**

Electronic Whiteboards

Standard Whiteboards

Flip Charts

Overhead Projector

Data Screens

Data Projector

DVD, CD & VCR

Roaming and Set Microphones

Access to high speed wireless Internet 802.11 (Wi-Fi)\*

\* You are allocated 2 Usernames and Passwords per Conference  
Free of Charge any further Access will be an additional cost

## Itemised Conference Costs

If however, you decide that you would prefer to **not** to go with an All Inclusive Package you are still more than welcome to book one our Conference Rooms.

### *Room Hire*

<i>Jell</i>	<i>Napier</i>	<i>Wheeler</i>	<i>McMillan 1</i>	<i>McMillan 2</i>	<i>McMillan 1 &amp; 2</i>
<i>\$150</i>	<i>\$350</i>	<i>\$350</i>	<i>\$500</i>	<i>\$500</i>	<i>\$1000</i>

### *Equipment Hire*

<i>Data Projector &amp; Screen</i>	<i>\$200</i>
<i>Flipchart</i>	<i>\$20 each</i>
<i>Electronic Whiteboard</i>	<i>\$100</i>
<i>Standard Whiteboard</i>	<i>\$50</i>
<i>DVD Camera</i>	<i>\$250</i>
<i>Pads &amp; Pens</i>	<i>\$3pp</i>
<i>T.V.</i>	<i>\$75</i>
<i>DVD / VCR</i>	<i>\$25</i>



### *Catering Options*

*( Prices are per person )*

<i>Continuous Tea &amp; Coffee</i>	<i>\$7.50</i>
<i>Morning Tea</i>	<i>\$6.00</i>
<i>Lunch</i>	<i>\$25.00</i>
<i>Afternoon Tea</i>	<i>\$6.00</i>

Best Western Wheelers Hill International  
242 Jells Road Wheelers Hill

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# Conference Catering Options

## Morning and Afternoon Tea

( Please choose 1 for each break which will be served with Homemade Cookies )

Mini Savoury Quiche

Sausage Rolls

Scones with Jam & Cream

Berry Muffins

Fresh Fruit Kebabs

Platter of Whole Seasonal Fruit

Fruit & Cheese Platter

Chocolate Cake

Tomato and Cheese Croissants.

Lamingtons

Continental Danishes

Assorted Slices

Banana Cake

Banana & Chocolate Muffins

## Lunch

For our Lunches we have a number of Options, You can either leave it up to our Kitchen team to make the decision for you or you can design your own Buffet. All are served with Bread Rolls, Soft drink, Juice and a Fresh Fruit Platter.

### Option 1 – Chef's Choice Buffet :

Consisting of 1 Hot Meat Dish, 1 Hot Vegetarian Dish, 2 Salads ,Fresh Fruit Platter

### Option 2 – Chef's Choice Sandwiches :

Consisting of a Selection of 4 types of Sandwiches, Foccacias, Wraps, Rolls and a Fresh Fruit Platter

### Option 3 – Chef's Choice Sandwiches and Hot Finger Food

Consisting of a Selection of 4 types of Sandwiches, Foccacias, Wraps, Rolls, and A Selection of Hot Finger Food and a Fresh Fruit Platter

**Australian BBQ** of Steaks, Sausages, Chicken Skewers and Prawn Skewers, Garden Salad, Potato Salad and Fresh Fruit Platter

### Or Select a Combination

Please Select 2 Hot Dishes and 2 Salads of your liking

#### Hot Meat Dishes

Beef, Guinness &

Mushroom Pie

Tempura Fish and Chips

Beef Lasagne

Blackbean Beef Stir – Fry

Do it yourself Chicken

Burito

Lamb Shanks

Spanish Chicken & Chorizo

Do it yourself Lamb Kebabs

Roast – Beef, Lamb or Pork

#### Hot Vegetarian Dishes

Warm Roasted Vegetable

Tart

Vegetable Frittata

Vegetarian Hokkien noodle

Stir – Fry

Nachos with Sour Cream &

Guacamole

Rosemary & Garlic Potato

Wedges

Beer Battered Fries

Capsicum & Onion Tart

#### Salads

Garden

Potato

Rocket Apple and Parmesan

Nicoise

Cucumber, Tomato &

Capsicum

Greek

Warm Pumpkin, Tomato &

Spinach

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## *Corporate Dinners at Joseph's Discover Service & Style*

*As well as holding function rooms which can accommodate groups for corporate dinners, **Joseph's** restaurant is situated inside the hotel and overlooks a well manicured garden through floor to ceiling windows.*



*The restaurant is open 7 nights and welcomes you to dine in a relaxed intimate atmosphere. **Joseph's** Restaurant consists of International cuisine and the a la carte menu constantly changes with the seasons. Our extensive wine list includes not only local, but international wines, ranging from \$22 through to \$600 a bottle, for when you're looking to impress or simply enjoy.*



*For those times when you're looking for some privacy or a special dinner, we have a private dining room (**Jell Room**) which comfortably seats up to 14 guests.*

*A great place to start with pre-dinner drinks is **Poacher's Pocket**, our English-styled bar which boasts 8 beers on tap, from Guinness to Carlton Draught. We also have a wide range of bottled beer, an elaborate hand-picked cocktail list and a wide selection of pre-mixed drinks.*

*When it comes to corporate dinners at **Joseph's** we are more than happy to customise a menu for you and your colleagues to enjoy based around your budget.*

*Please contact us for a copy of our current menu and extensive wine list. We look forward to entertaining you in **Joseph's** restaurant.*



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