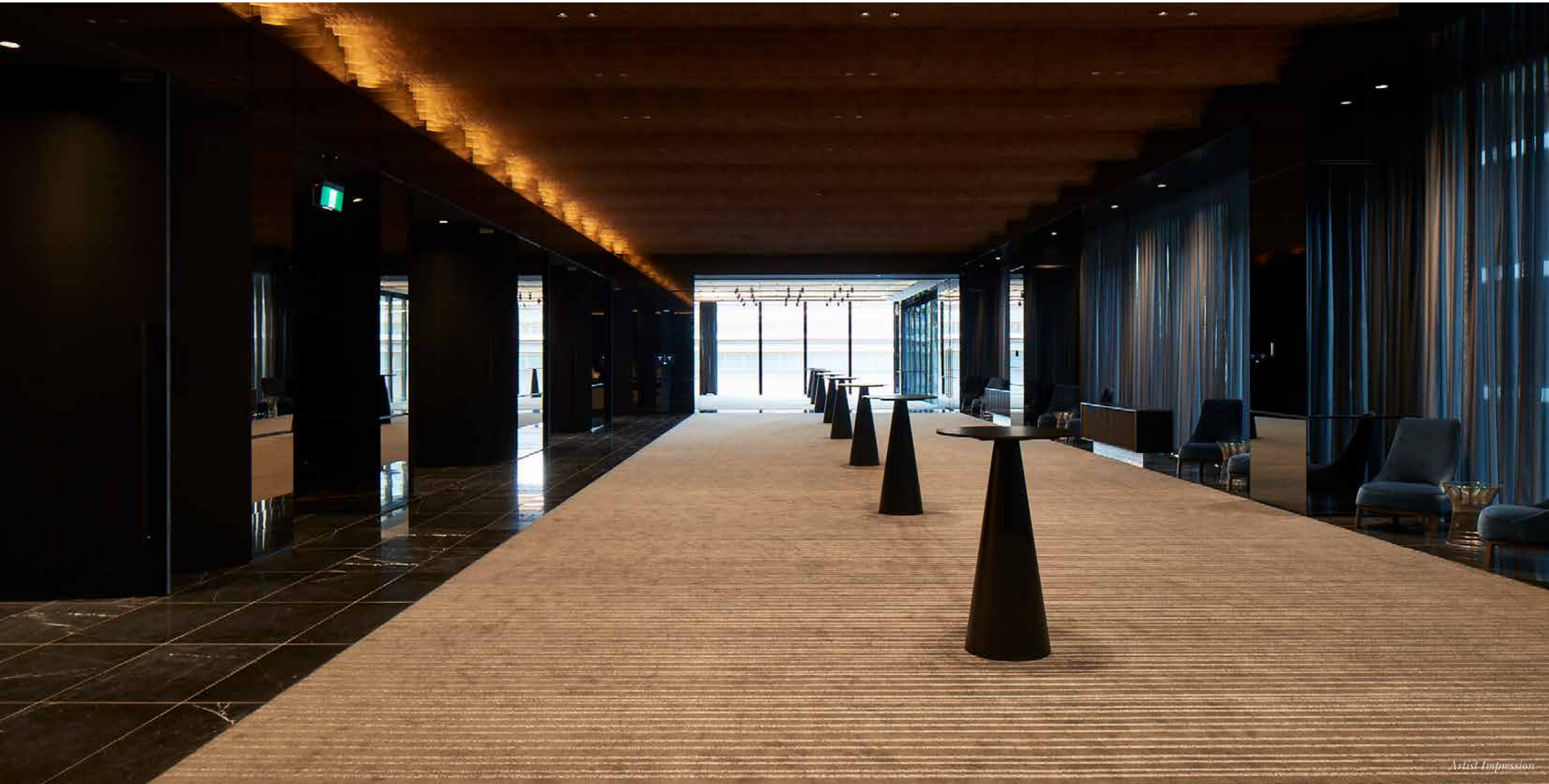


# THE EVENTS CENTRE

COLLINS SQUARE 

*727 Collins Street, Melbourne  
collinssquare.com.au*



*Artist Impression*

A testament to the Collins Square vision of delivering the ultimate experience of modern luxury and sophistication, engaging renowned Melbourne architects Carr Design to deliver a bespoke fit out for the events space.

Our two superior auditoriums can accommodate events; from private seated dining for groups as small as 12, through to elaborate cocktail launches and celebrations for up to 400 people.

Hosts and attendees will also enjoy use of deluxe facilities adjacent to the space, including a premium bar, private meeting organizers space, speaker's greenroom, and an exclusive private dining room.

Our dedicated team of experienced organisers and technical experts will partner with your team to ensure flawless event delivery.

# MINIMUM SPENDS & DINING OPTIONS

## MINIMUM SPENDS

The minimum spend refers to the minimum amount committed to for food and beverage. Additional items such as flowers and styling are in addition to this amount. If the minimum spend is not reached the additional amount is charged as room hire.

## MENU OPTIONS

The Events Centre is able to cater for breakfast, lunch or dinner and a menu is customised to your needs.

**Breakfast Menu** - a variety of menu structures available including stand-up breakfast canapés, shared continental and complete sit down breakfast events.

**Lunch & Dinner Dining** - a set or limited 'a la carte' menu tailored for your event consisting of two to six courses with optional wine matching. Available for up to 200 guests.

**Cocktail Events** - stand up functions for up to 400 guests with party style themes available to cater for the desired feel of your event.

Menus represent seasonal availability.

Children's menus and crew meals are also available.

Dietary requirements must be confirmed seven days prior to the event booking.

## BEVERAGE OPTIONS

- Beverages charged on consumption
- Beverage packages for various durations at a per person price
- Wine matches designed to accompany each course of the menu at a per person price.

## ENTERTAINMENT

Whilst bands, DJ and dance floors are able to be accommodated, discreet instrumental performers are recommended. The volume of performances is monitored by management.

Please consult your Event Coordinator upon booking regarding restrictions.

## EVENT FEATURES & INCLUSIONS

Prices are inclusive of GST.

Lunch and dinner menus are inclusive of tea, coffee and petits fours.

Our event guests have access to the following facilities:

- Dedicated Event Manager
- iPod dock with pre selected music or the ability to supply your own music source
- Data points
- Data projectors and drop down screens in the all our facilities
- Black out blinds
- Wireless microphone
- Printed menus for each guest.

## BOOKING & PAYMENT TERMS

We are able to hold a date tentatively for a period of seven days, after which time, if confirmation has not been received the date will be released. Once advised of your intention to confirm we will send out an Event Agreement. A 25% deposit of the minimum spend of the event is required to secure the booking. The deposit is required within seven days of receipt of your Event Agreement. Prepayment of the full balance of the minimum spend is required seven working days prior to the event. Any additional charges incurred must be settled at the conclusion of the event.

Deposits are non-refundable and non-transferable. All cancellations must be made in writing to your Event Coordinator.

Payment may be made via EFT, cheque or credit card. Credit card transactions incur a 1.5% surcharge.

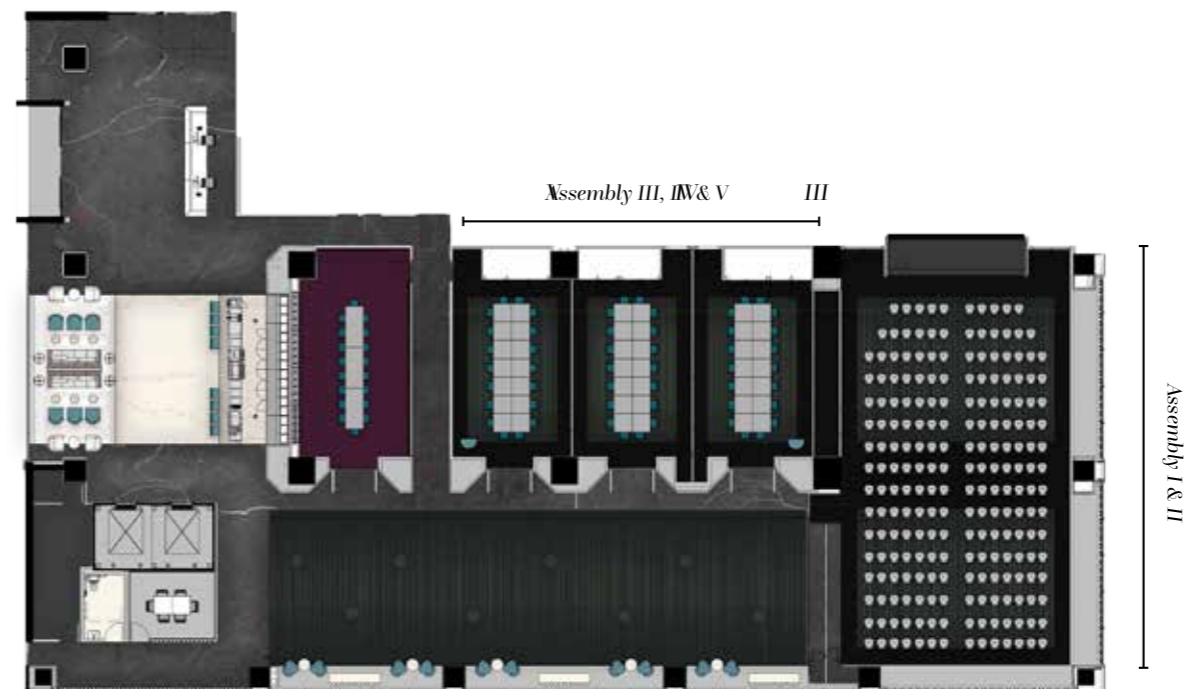
## CAPACITIES

	Dimensions (m)	Area (m2)	Board	Round	Cabaret	Theatre	Cocktail
Assembly I	11.5 x 9.5	110	-	60	72	92	100
Assembly II	11 x 9.5	105	-	60	60	78	90
Assembly I & II	22.5 x 9.5	215	64	150	144	200	220
Assembly III	8.5 x 6.5	55	22	-	16	40	40
Assembly IV	8.5 x 6.5	55	22	-	16	40	40
Assembly V	8.5 x 6.5	55	22	-	16	40	40
Assembly III & IV	8.5 x 13	110	30	60	48	80	80
Assembly III, IV & V	8.5 x 19.5	165	52	80	90	120	125
Private Dining Room	10 x 4.5	45	24	-	-	-	-
Entire Venue	-	-	-	-	-	-	500

## MINIMUM SPENDS

	Monday - Thursday				Friday - Sunday			
	Private Dining Room	Assembly I & II	Assembly III, IV & V	Whole Floor	Private Dining Room	Assembly I & II	Assembly III, IV & V	Whole Floor
Breakfast	\$1,000	\$4,500	\$3,000	\$8,000	-	-	-	-
Lunch	\$1,250	\$6,000	\$4,000	\$10,000	-	\$8,000	\$6,000	\$12,000
	\$1,500*	\$8,000*	\$6,000*	\$12,000*				\$15,000*
Dinner	\$1,500	\$8,000	\$6,000	\$12,000	-	\$12,000	\$10,000	\$16,000
	\$2,500*	\$12,000*	\$8,000*	\$16,000*		\$15,000*	\$12,000*	\$20,000*

\*denotes six weeks prior to Christmas



## BREAKFAST EVENTS

*Breakfast events are available with client registration starting at 7.00am, with events concluding by 10.00am*

### BREAKFAST OPTIONS

The Events Centre offers a Continental Sharing breakfast menu or more of a traditional plated option with a set course offered to all guests.

All below menus include tea, coffee and fruit juices

#### Shared Continental..... \$40 per person

Individual yoghurt and granola cups

Platters of seasonal fruit

~

Egg and bacon rolls, croque monsieur, house made jaffles

~

A selection of shared house made breads and pastries, butter and jams

#### Complete Breakfast.....\$60 per person

Individual yoghurt and granola cups

Platters of seasonal fruit

~

#### Select one of the below:

Poached eggs , bacon, mushrooms, roasted tomatoes

Scrambled eggs, bacon, mushrooms, spinach, roasted tomatoes

Eggs benedict - ham, poached eggs, hollandaise

~

A selection of shared house made breads and pastries, butter and jams

#### Add On Items

In-house Smoked Salmon..... \$20

Caviar..... \$30

Truffle..... \$40

(Seasonal)

### ADDITIONAL OPTIONS

#### Beverages

Additional beverages such as Champagne or a breakfast cocktail can be arranged and charged on a consumption basis.

#### Crew Meals

Limited to a maximum of four crew

One course..... \$25 per person

#### Dietary Requirements

Dietary requirements can be accommodated in addition to the menu and must be advised seven days prior to the event.

All menus are subject to change without notice due to seasonal availability.



## LUNCH EVENTS

Lunch events are available from 12 noon & must conclude by 4pm.  
Additional charges apply for any period outside of these hours.

### LUNCH OPTIONS

The Events Centre offers set or limited 'a la carte' menu tailored for your event consisting of two and three courses with the main course served alternatively to your guests.

Our Signature four course degustation menu serves the same meal per guests with optional wine matching. All our menus offer the very best ingredients and represents seasonal availability.

All below menus include tea, coffee and petit fours to conclude.

**Set menu of two courses..... \$55 per person**  
Limited 'a la carte'..... \$70 per person  
(Monday to Friday Only)

**Set menu of three courses..... \$70 per person**  
Limited 'a la carte'..... \$95 per person  
(Monday to Friday Only)

The following four course menu also includes two piece chef selection of canapés.

**Four course degustation..... \$85 per person**

Limited 'a la carte' offers two choices per course which the guests can decide on the day.

### ADDITIONAL OPTIONS

**Canapés on arrival**  
Two pieces per person..... \$12 per person

**Alternative Drop**  
Entrée or dessert alternative..... \$5 per person

**Side Dishes**  
Served to the table for guests to share..... \$2.50 per person

### ROOM STATIONS

**Cheese..... \$20 per person**  
A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

**Dessert..... \$20 per person**  
An impressive display of petite sweets created by The Events Centre pastry team featuring macarons, tartlets, gateaux and other miniature delicacies. Served in replacement of the dessert course via an interactive help yourself style station.

### Children's Meals

Children's meals can be provided for children under the age of 12.

Two course menu..... \$25 per person  
Three course menu..... \$35 per person

### Crew Meals

Limited to a maximum of four crew

One course..... \$25 per person  
Two courses..... \$40 per person

### Dietary Requirements

Dietary requirements can be accommodated in addition to the menu and must be advised seven days prior to the event.

### BEVERAGE OPTIONS

**Beverage package** - wines are selected to be poured throughout your lunch for a specified duration, priced per person.

**On consumption** - organiser selects from our wine list to be charged on a consumption basis.

**Wine match** is available with the degustation menu. Each course is matched with a different wine, priced per person. Our sommelier will create a wine match to compliment your menu.

Priced as follows:  
Degustation Wine Match..... \$45-\$70 per person

Please note, the above price does not include pre-lunch drinks or additional beverage requests such as beer and spirits.

### SAMPLE LUNCH MENU

The below represents a sample of one of our three course a la carte menu offers

#### Canapes on arrival

Tasmanian salmon tartare, compressed apple, yuzu  
Chicken liver parfait, toasted hazelnuts, sesame lavosh

#### Entrée

Blue swimmer crab cake, compressed watermelon,  
caper mayonnaise

*or*

Black Angus carpaccio, wild mushrooms, pecorino, bitter leafs

#### Main Course

Confit organic duck leg, toasted grains,  
pickled baby beetroot, cumin scented yoghurt

*or*

Braised beef cheek, parsnip puree, piquillo peppers,  
grilled spring

#### Dessert

Belgian chocolate fondant, dulce de leche ice cream, coco nibs

*or*

Apple & rhubarb crumble, vanilla and  
candied almond ice cream

A selection of coffee, teas, infusions and petits fours

*All menus are subject to change without notice  
due to seasonal availability.*

*Full menu upon request.*



*Dinner events are available from 6pm & must conclude by midnight for a five hour duration.*

**DINNER OPTIONS**

The Events Centre offers a set or limited 'a la carte' menu tailored for your event consisting of two to four courses with the main course served alternatively to your guests.

Our Signature five course degustation menu serves the same meal per guests with optional wine matching. All our menus offer the very best ingredients and represents seasonal availability.

**Two course..... \$75 per person**  
 Limited 'a la carte'..... \$90 per person  
 (Monday to Friday Only)

**Three course..... \$95 per person**  
 Limited 'a la carte'..... \$110 per person

**Four course..... \$115 per person**  
 Limited 'a la carte'..... \$130 per person

**Five course degustation..... \$130 per person**

All menus include a two piece chef selection of canapés on arrival with tea, coffee and petits fours to conclude.

Limited 'a la carte' offers two choices per course which the guests can decide on the day.

**ADDITIONAL OPTIONS**

**Alternative Drop**  
 Entrée or dessert alternative..... \$5 per person

**Side Dishes**  
 Served to the table for guests to share..... \$2.50 per person

**ROOM STATIONS**

**Cheese..... \$20 per person**  
 A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

**Dessert..... \$20 per person**  
 An impressive display of petite sweets created by The Events Centre pastry team featuring macarons, tartlets, gateaux and other miniature delicacies. Served in replacement of the dessert course via an interactive help yourself style station.

**Children's Meals**  
 Children's meals can be provided for children under the age of 12.  
 Two course menu..... \$25 per person  
 Three course menu..... \$35 per person

**Crew Meals**  
 Limited to a maximum of four crew  
 One course..... \$25 per person  
 Two courses..... \$40 per person

**Dietary Requirements**  
 Dietary requirements can be accommodated in addition to the menu and must be advised seven days prior to the event.

**BEVERAGE OPTIONS**

**Beverage package** - wines are selected to be poured throughout the evening for a specified duration, priced per person.

**On consumption** - organiser selects from our wine list to be charged on a consumption basis.

**Wine match** is available with the degustation menu. Each course is matched with a different wine, priced per person. Our sommelier will create a wine match to compliment your menu.

Priced as follows:  
 Degustation Wine Match..... \$55-\$100 per person

Please note, the above price does not include pre-dinner drinks or additional beverage requests such as beer and spirits.

**SAMPLE DINNER MENU**

A sample of one of our four course a la carte menu offers

**Canapes on arrival**

Tasmanian salmon tartare, compressed apple, yuzu  
 Chicken liver parfait, toasted hazelnuts, sesame lavosh

**First Entrée**

Cured ocean trout, pickled carrots, avocado mousse, sea herbs  
*or*  
 Blue swimmer crab cake, compressed watermelon, caper mayonnaise

**Second Entrée**

Smoked ham hock terrine, fruit chutney, mini brioche loaf  
*or*  
 Black Angus carpaccio, wild mushrooms, pecorino, bitter leafs

**Main Course**

Confit organic duck leg, toasted grains, pickled baby beetroot, cumin scented yoghurt  
*or*  
 Braised beef cheek, parsnip puree, piquillo peppers, grilled spring

**Dessert**

Belgian chocolate fondant, dulce de leche ice cream, coco nibs  
*or*  
 Apple & rhubarb crumble, vanilla and candied almond ice cream

A selection of coffee, teas, infusions and petits fours

*All menus are subject to change without notice due to seasonal availability.*

*Full menu upon request.*



## COCKTAIL EVENTS

Cocktail events are available during the day from midday & must conclude by 4pm, or during the evening from 6pm concluding by midnight for a five hour duration.

### COCKTAIL MENUS

You may select your menu dependent on the duration of your event. Your canapés will be served on trays and from stations in the room where appropriate.

**Brief Event**..... \$40 per person  
Six canapés (five savoury, one dessert)

**Extended Event**..... \$85 per person  
Twelve canapés (eight savoury, two dessert, two substantial)

**Substantial**..... \$8 per item

### ADDITIONAL OPTIONS

**Cheese Selection**..... \$20 per person  
A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

**Dessert Buffet**..... \$30 per person  
An impressive display of petite sweets created by the The Events Centre pastry team featuring macarons, tartlets, gateaux and other miniature delicacies. Served in addition to your selected canape menu.

### Children's Meals

Children's meals can be provided for children under the age of 12.

Two course menu..... \$25 per person

Three course menu..... \$35 per person

### Crew Meals

Limited to a maximum of four crew

One course..... \$25 per person

Two courses..... \$40 per person

### Dietary Requirements

Dietary requirements can be accommodated in addition to the menu and must be advised seven days prior to the event.

### BEVERAGE OPTIONS

**A beverage package** - a set price per person for a specified duration of time. Our packages include beer, soft drink, wine and mineral water. There are three packages for you to choose from.

**On consumption** - you select from our wine list, together with which beers, soft drink and cocktails you would like, to be charged on a consumption basis.

### SAMPLE CANAPE MENU

The below represents a few of the canapes on offer:

#### Cold

Hot smoked trout bruschetta, avocado puree, salted ricotta

Tasmanian salmon tartare, compressed apple, yuzu

Chicken liver parfait, toasted hazelnuts, sesame lavosh

San Daniele prosciutto, parmesan biscuit, quince

Gruyere gougere, cream cheese, chives

#### Warm

Smoked ham hock & pea croquette, paprika mayonnaise

Pecking duck pancake, spring onion, plum sauce

Wagyu beef burger slider, cucumber pickles, tomato chutney

Slow cooked lamb shoulder pastilla, cumin labhne, sumac

Salt & pepper school prawns, smoked cod puree

#### Substantial

Slow cooked lamb shoulder, grains & pulses, cumin yoghurt

Pulled smoked pork & candied bacon 'slider',  
apple slaw, vinegar sauce

Spiced flathead taco, green mango salad, tartare sauce

Green papaya & lemongrass poached chicken salad,  
peanut brittle, kaffir lime

#### Dessert

Madagascar vanilla & dark rum canele

Very berry raspberry ice popsicle, pistachios,  
freeze dried raspberry

Mango & coconut rice pudding 'verrine', pineapple chips

Salted caramel éclair, peanut brittle

Black & white, 70% dark chocolate mousse, white chocolate,  
almond sponge

*All menus are subject to change without notice  
due to seasonal availability.*

*Full menu upon request.*



## CONFERENCING

*Either half or whole day conferencing is available with a variety of catering options.*

### CONFERENCING OPTIONS

The Events Centre has been created with conferencing in mind. State of the art audio visual and telecom facilities have been installed plus a variety of seating options including theatre, classroom and open cabaret seating to any style of presentation.

With abundant natural light, easy access for guests and impeccable attention to detail, The Events Centre enhances your customers experience.

The following menus are offered to complement our seated lunch offer:

**Day Delegate Package..... \$90**  
Full conference package which includes arrival beverages, morning and afternoon tea plus a premium sandwich lunch. This package includes room hire and use of the in-house AV system.

**Half Day Delegate Package..... \$70**  
As per the above but for a maximum of four hours.

**Premium Working Sandwich Lunch..... \$50**  
A mixture of sandwiches, rolls and wraps served with an individual mini salad with fruit platter and mini dessert items.

All the above is served with tea, coffee, orange juice and mineral water.

**Savoury Hot Pastries..... \$7.50**

The following timings and minimum spends apply:

**Half Day** - maximum of 4.5 hour duration starting either 8.00am or noon

**Full Day** - from 8.00am until 5.00pm

Room hire fees apply, depending on the rooms utilised, please ask your event manager for pricing.

Additional rates apply for use of equipment such as flip charts, whiteboards, etc.





## BEVERAGE LIST

*Choosing wine in advance for your event ensures that we have enough stock on hand. Our team of sommeliers can assist with these choices at any time. Please note that wine availability & vintages are subject to change & can be confirmed closer to the date of your event.*

*Note: a maximum of five wines is available for your event*

### SPARKLING/CHAMPAGNE

Vine and Sea Brut, South Australia.....	\$30
Redbank Prosecco, King Valley, VIC.....	\$44
Airlie Bank Brut, Yarra Valley, VIC.....	\$45
Segura Cava, Penedes, Spain.....	\$54
Jansz Premium Cuvee, Tasmania.....	\$68
Pol Roger Brut, Chamapagne, France.....	\$120

### WHITE

Kindred Spirits Sauvignon Blanc, Marlborough, NZ.....	\$32
Nautilus Sauvignon Blanc, Marlborough, NZ.....	\$56
Redbank The Long Paddock Pinot Grigio, King Valley, VIC.....	\$34
Martinborough Pinot Gris, Martinborough, NZ.....	\$50
Punt Road Chardonnay, Yarra Valley, VIC.....	\$48
Kumeu River Chardonnay, Auckland, NZ.....	\$56

### ROSE

Tarrawarra Rose, Yarra Valley, VIC.....	\$54
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### RED

Palliser Estate Pencarrow Pinot Noir, Martinborough, NZ...	\$52
Pacha Mama Shiraz, Heathcote, SA.....	\$53
Heartland 'Stickleback' Shiraz blend, LanghornsCreek, SA...	\$32
Yangarra Tempranillo, McLaren Vale.....	\$55
Earthworks Cabernet Sauvignon, Barossa Valley, SA.....	\$34

### SOFT DRINK

Soft drinks and juices.....	\$5
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### BEER

Asahi, Cricketers Arms, Mountain Goat.....	\$9
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### COCKTAILS

The following cocktails can be added to your beverage selection and charged at \$20 per cocktail. Cocktail quantities must be pre-determined and advised with your final numbers seven days prior to your event

#### Aperol Spritz

The classic Italian aperitif is added to Prosecco and served over ice in a wine glass with slices of orange. A perfect start to any event.

#### Champagne Cocktail

A celebration drink made just that little bit more special. Champagne is poured over Angostura bitters, brandy and sugar cube with a maraschino cherry as a garnish and served in a flute.

#### Negroni

Made from mixing gin, vermouth rosso and Campari, garnished with orange peel and ideal as a long drink.

#### Espresso Martini

This is a cocktail that will wake you up and get the party started, shaken with vodka, Kahlua, cacao, and a fresh espresso.

#### Dark and Stormy

A highball cocktail made with dark rum and ginger beer served over ice and garnished with a slice of lime

#### In Room Cocktail Stations – select from above

A dedicated bartender becomes your personal in room barman with a small cocktail station. Pre-select a choice of two cocktails from the selection to be served and charged on a consumption basis for the first two hours of your event. A minimum commitment to 40 cocktails applies.

Set up price.....	\$200
Additional hour.....	\$100
Price per cocktail.....	\$18

#### Whiskey Station

A pre-selected choice of whiskey for one hour at the tail end of your event.

Whiskey Station.....	\$600
<i>A selection of three Whiskeys</i>	

Custom Station.....	\$POA
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### FUNCTION EXTENSION

Functions may be extended beyond your confirmed finish time for an additional fee.

#### To extend until midnight:

##### *Beverage package option:*

Beverage Package One.....	\$5 per person per half hour
Beverage Package Two.....	\$6 per person per half hour
Beverage Package Three.....	\$7 per person per half hour

##### *Beverage on consumption option:*

\$5 per person per half hour plus the charges for beverages consumed.

A minimum of 70% of the total guests are required for the time extension to be granted, or \$500 per half hour, whichever is the greater.

#### For any time after midnight:

The above applies but the minimum per half hour increases to \$1,000.

Beverage service and event close times must comply with venue liquor licensing restrictions and all extensions are at the discretion of the Event Manager.

### BEVERAGE PACKAGES

We offer three different beverage packages to compliment your event.

*Please note wine selections subject to availability.*

All beverage packages include tap beer, mineral water and a selection of soft drinks.

#### Beverage Package One

Please select a choice of one sparkling, one white wine and one red wine from the following options:

Two hours.....	\$30 per person
Three hours.....	\$40 per person
Four hours.....	\$50 per person
Five hours.....	\$60 per person

- Vine and Sea Brut, SA
- Kindred Spirits Sauvignon Blanc, Marlborough, NZ
- Redbank The Long Paddock Pinot Grigio, King Valley, VIC
- Earthworks Cabernet Sauvignon, Barossa Valley, SA
- Heartland 'Stickleback' Shiraz blend, Langhorns Creek, SA

#### Beverage Package Two

Please select a choice of one sparkling, one white wine and one red wine from the following options:

Two hours.....	\$40 per person
Three hours.....	\$50 per person
Four hours.....	\$60 per person
Five hours.....	\$70 per person

- Redbank Prosecco, King Valley, VIC
- Airlie Bank Brut, Yarra Valley, VIC
- Segura Cava, Penedes, Spain
- Punt Road Chardonnay, Yarra Valley, VIC
- Martinborough Pinot Gris, Martinborough, NZ
- Nautilus Sauvignon Blanc, Marlborough, NZ
- Palliser Estate Pencarrow Pinot Noir, Martinborough, NZ
- Yangarra Tempranillo, McLaren Vale, VIC
- Pacha Mama Shiraz, Heathcote, VIC

#### Champagne add on for any package \$40pp for three hours

- NV Pol Roger Brut, Champagne, France

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