

The Events Centre

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 500 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.

Half & Full Day delegate packages

Inclusive of morning tea, premium sandwich lunch & afternoon tea.

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.

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.

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.
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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.

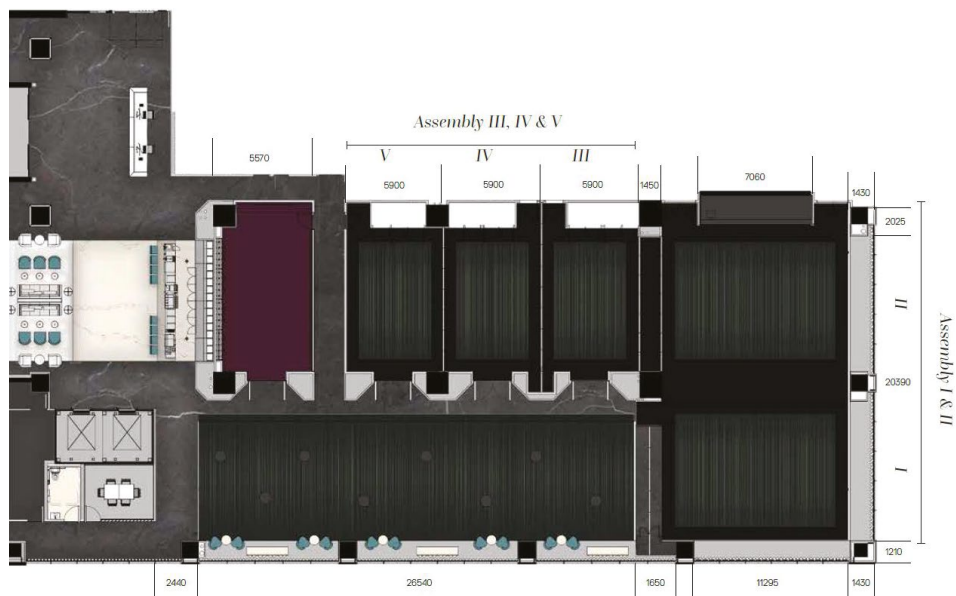
Deposits are non-refundable and non-transferable. All cancellations must be made in writing to your Event Coordinator.

Payment may be made via EFT, cheque or credit card. Credit card transactions incur a 1.7% surcharge.

Minimum Spends & Dining Options

Event Features & Inclusions

	Dimensions	Area	Board	Round	Caberet	Theatre	Cocktail
Assembly I	11.5 x 9.5	110	–	60	72	120	150
Assembly II	11 x 9.5	105	–	60	60	100	150
Assembly I & II	22.5 x 9.5	215	64	150	144	24	320
Assembly III	8.5 x 6.5	55	22	30	24	40	40
Assembly IV	8.5 x 6.5	55	22	30	24	40	40
Assembly V	8.5 x 6.5	55	22	30	24	40	40
Assembly III & IV	8.5 x 13	110	42	60	48	80	80
Assembly III, IV & V	8.5 x 19.5	165	60	80	64	120	125
Private Dining Room	10 x 4.5	45	24	–	–	–	–
Entire Venue	–	–	–	–	–	500	–



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 | \$97.50

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 inhouse AV system.

Day Delegate Package with hot buffet option | \$115.50

Upgrade your lunch to a mixture of both braised and pasta dishes, with salads and a seasonal fruit platter

Half Day Delegate Package | \$79.00

As per the above but for a maximum of four hours.

Half Day Delegate Package with hot buffet option | \$97.50

Upgrade your lunch to a mixture of both braised and pasta dishes, with salads and a seasonal fruit platter.

Premium Working Sandwich Lunch | \$52.50

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.

Additional Options

Arrival Drink | \$8.00

On arrival guests are greeted with assorted teas filtered coffee, juices and mineral water

Morning or Afternoon Tea | \$16.00

Served with a selection of pastries, assorted teas and filtered coffee

Savoury Hot Pastries | \$8.00

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.



Breakfast Events

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

Breakfast Options

The Business 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 | \$42.00 pp

- Mini ham & gruyere cheese croissant
- Egg, bacon & spinach brioche
- Individual yoghurt & granola cups
- Sweet muffin & Seasonal fruit platter

Complete Breakfast | \$63.00 per person

- Individual yoghurt & granola cups
- Seasonal fruit cups

And a choice of one of the following

- Chilli scrambled egg, potato rosti, maple bacon
- Breakfast bruschetta, roasted roma tomato, baby spinach, goats' cheese, sourdough
- Buttermilk pancakes, poached fruit, whipped ricotta

Menu add ons available

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 | \$26.50 pp

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 Business 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 | \$58.00 pp

Limited 'a la carte' | \$73.50 pp

(Monday to Friday Only)

Set menu of two courses | \$73.50 pp

Limited 'a la carte' | \$100.00 pp

(Monday to Friday Only)

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

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

Four course degustation | \$90.00 pp

Additional Options

Canapés on arrival

Two pieces per person | \$13.00 pp

Alternative Drop

Entrée or dessert alternative | \$6.00 pp

Side Dishes

Served to the table for guests to share | \$3.00 pp

Room Stations

Cheese | \$21.00 pp

A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

Dessert | \$21.00 pp

An impressive display of petite sweets created by The Business 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.

Crew Meals

Limited to a maximum of four crew.

One course | \$26.50 pp

Two courses | \$42.00 pp

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 | \$50.00 – \$75.00 pp

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

Sample Lunch Menu

Canapés 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.

Dinner Events

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

Dinner Options

The Business 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 | \$79.00 pp

Limited 'a la carte' | \$94.50 pp

(Monday to Friday Only)

Three course | \$100.00 pp

Limited 'a la carte' | \$115.50 pp

(Monday to Friday Only)

Four course | \$121.00 pp

Limited 'a la carte' | \$136.50 pp

(Monday to Friday Only)

Five course degustation | \$136.50 pp

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

Additional Options

Alternative Drop

Entrée or dessert alternative | \$6.00 pp

Side Dishes

Served to the table for guests to share | \$3.00 pp

Room Stations

Cheese | \$21.00 pp

A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

Dessert | \$21.00 pp

An impressive display of petite sweets created by The Business 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.

Crew Meals

Limited to a maximum of four crew.

One course | \$26.50 pp

Two courses | \$42.00 pp

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 | \$60.00 – \$110.00 pp

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

Sample Dinner Menu

Canapés 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 | \$42.00 pp

Six canapés (five savoury, one dessert)

Extended Event | \$89.50 pp

Twelve canapés (eight savoury, two dessert, two substantial)

Additional Options

Mini sliders | \$7.50 each

Substantial canapes | \$8.50 each

Cheese Selection | \$21.00 pp

A selection of artisan cheeses with house made bread, fruit and condiments. Served via an interactive help yourself style station.

Dessert Buffet | \$31.50 pp

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.

Crew Meals

Limited to a maximum of four crew

One course | \$26.50 pp

Two courses | \$42.00 pp

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 Canapés Menu

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.

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

Redbank 'Emily' Brut, VIC | \$32

Redbank Prosecco, King Valley, VIC | \$47

Airlie Bank Brut, Yarra Valley, VIC | \$58

Jansz Premium Cuvee, Tasmania | \$72

Pol Roger Brut, Chamapagne, France | \$126

White

Tread Softly Sauvignon Blanc, NSW | \$34

Nautilus Sauvignon Blanc, Marlborough, NZ | \$67

Redbank The Long Paddock Pinot Grigio, King Valley, VIC | \$36

Martinborough Pinot Gris, Martinborough, NZ | \$58

Punt Road Chardonnay, Yarra Valley, VIC | \$59

Red

Palliser 'Pencarrow' Pinot Noir, Martinborough, NZ | \$59

Cravens Place Shiraz, Heathcote, VIC | \$57

Heartland 'Stickleback' Shiraz blend, Langhorns Creek, SA | \$40

Yangarra Tempranillo, McLaren Vale | \$58

Earthworks Cabernet Sauvignon, Barossa Valley, SA | \$38

Soft Drink

Soft drinks and juices | \$5.5

Beer

Asahi, Cricketers Arms, Mountain Goat | \$10

Cocktails

The following cocktails can be added to your beverage selection starting from \$20 per cocktail. Cocktail quantities must be predetermined 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 | \$210

Additional hour | \$105

Minimum price per cocktail | \$20

Whiskey Station

A pre-selected choice of three whiskey for one hour at the tail end of your event | \$630

Custom Station | \$POA

Cocktail Events

Beverage Packages

We offer two different beverage packages to compliment your event. All beverage packages include tap beer, mineral water and a selection of soft drinks.

~ Please note wine selections subject to availability.

Beverage Package One

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

- Two hours | \$31.5 per person
- Three hours | \$42 per person
- Four hours | \$52.5 per person
- Five hours | \$63 per person

- Redbank 'Emily' Brut, VIC
- Tread Softly Sauvignon Blanc, NSW
- Redbank Pinot Grigio, King Valley, VIC
- Earthworks Cabernet Sauvignon, Barossa Valley, SA
- Heartland 'Stickleback' Shiraz blend, Langhorne 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 | \$43 per person
- Three hours | \$53 per person
- Four hours | \$63 per person
- Five hours | \$73 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 'Pencarrow' Pinot Noir, Martinborough, NZ
- Yangarra Tempranillo, McLaren Vale, VIC
- Cravens Place Shiraz, Heathcote, VIC

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

- NV Pol Roger Brut, Champagne, France

Function Extension

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

Beverage package option:

- Beverage Package One | \$5.5 pp per half hour
- Beverage Package Two | \$6.5 pp per half hour
- Beverage Package Three | \$7.5 pp per half hour

Beverage on consumption option:

\$5.5 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.

