



# MELBOURNE METROPOLE CENTRAL CONFERENCE CENTRE

First-class conference facilities, catering  
services and accommodation packages.

P: (03) 9411 8100 | A: 44 Brunswick Street, Fitzroy, Victoria

# MELBOURNE METROPOLE CENTRAL

Welcome to Melbourne Metropole Central, the city's premiere conference and event location. The conference management team here at Melbourne Metropole Central are ready and able to ensure that your next event is the very best it can be.

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# CONFERENCE ROOMS

The Metropole conference centre offers a variety of rooms and facilities to ensure that we provide the best fit for your business.

## Duncan Reilly



### Up to 100 delegates

*The Duncan Reilly room has been designed as a flexible meeting and event space for up to 100 delegates.*

## Charles Marshall



### Up to 80 delegates

*The Charles Marshall room is a versatile meeting and event space that can accommodate up to 80 delegates.*

## Exhibition Suite



### Up to 25 delegates

*The Exhibition Suite is perfect for small to medium-sized meetings and events, seating up to 25 delegates.*

## Smith & Deruit



### Up to 16 delegates

*The Smith & Deruit room is a boardroom setting perfect for small meetings and events, seating up to 16 delegates.*

# ROOM ARRANGEMENTS AND CAPACITIES

	THEATRE	U-SHAPE	BOARDROOM	CLASSROOM	CABARET	BANQUET
DUNCAN REILLY	<b>70</b> people	<b>30</b> people	<b>25</b> people	<b>54</b> people	<b>49</b> people	<b>60</b> people
CHARLES MARSHALL	<b>60</b> people	<b>21</b> people	<b>28</b> people	<b>35</b> people	<b>35</b> people	<b>40</b> people
EXHIBITION	SUITE	<b>30</b> people	<b>21</b> people	<b>22</b> people	<b>28</b> people	-
	FULL	<b>40</b> people	<b>36</b> people	<b>28</b> people	<b>36</b> people	-
SMITH & DERUIT	<b>16</b> people	<b>12</b> people	<b>10</b> people	-	-	-



# ROOM AND EQUIPMENT HIRE RATES

DAILY RATES	MONDAY-FRIDAY	WEEKEND AND PUBLIC HOLIDAYS
Duncan Reilly	\$380	\$480
Charles Marshall	\$340	\$440
Exhibition Suite	\$340	\$440
Exhibition Full	\$560	\$660
Smith & Deruit	\$220	\$320

EQUIPMENT	PRICE
Data projector	\$200
Whiteboard & markers	\$35
Laptop	\$130
Laptop speaker	\$50
Conference telephone	\$160
Lecturn	\$50
Flipchart, butchers paper & markers	\$25
Notepad & pen (per person)	\$2.5

# FULL DAY DELEGATE PACKAGE

Our 'Day Delegate Package' is the perfect option for a one-day event, with catering, parking, conference room hire and audio visual equipment all included. Enjoy tea and coffee in the morning and afternoon, as well as a lunch spread with various options.

**\$75 per person\***  
(Minimum 25 people)

## PACKAGE INCLUDES

### MORNING & AFTERNOON TEA

Your choice from the following:

Freshly baked sweet muffins

Assorted slices

Scones with jam and whipped cream

Mini doughnuts

Assorted croissants - chocolate, almond and plain

Variety of cakes

Danish pastries

Breakfast BLAT

Portuguese tarts

Chia with seasonal fruit

Bircher muesli

Biscuit based cheesecake

## METROPOLE MIXTURE LUNCH

A selection of baguettes, wraps, pita pockets and four-point sandwiches. Our sandwiches are filled with gourmet fillings. Hot selection included (see page 9)

### EQUIPMENT INCLUDED

Whiteboard  
Projector Screens  
Flipchart

Notepad and pens  
Data projector

**\$75 HOT/COLD LUNCH P/P**  
**\$70 COLD LUNCH P/P**  
**MONDAY - FRIDAY**

**\$85 HOT/COLD LUNCH P/P**  
**\$80 COLD LUNCH P/P**  
**WEEKENDS/PUBLIC HOLIDAYS**



# HALF DAY DELEGATE PACKAGE

Our 'Half Day Delegate Package' is the perfect option for a half-day event, with catering, parking, conference room hire and audio visual equipment all included. Enjoy tea and coffee in the morning or afternoon, as well as a lunch spread with various options.

**\$60 per person\***  
(Minimum 25 people)

## PACKAGE INCLUDES

### MORNING OR AFTERNOON TEA

Your choice from the following:

Freshly baked sweet muffins

Assorted slices

Scones with jam and whipped cream

Mini doughnuts

Assorted croissants - chocolate, almond and plain

Variety of cakes

Danish pastries

Breakfast BLAT

Portuguese tarts

Chia with seasonal fruit

Bircher muesli

Biscuit based cheesecake

## METROPOLE MIXTURE LUNCH

A selection of banquettes, wraps, pita pockets and four-point sandwiches. Our sandwiches are filled with gourmet fillings. Hot selection included (see page 9)

### EQUIPMENT INCLUDED

Whiteboard  
Projector Screens  
Flipchart

Notepad and pens  
Data projector

**\$60 HOT/COLD LUNCH P/P**  
**\$55 COLD LUNCH P/P**  
**MONDAY - FRIDAY**

**\$70 HOT/COLD LUNCH P/P**  
**\$65 COLD LUNCH P/P**  
**WEEKENDS/PUBLIC HOLIDAYS**

# ACCOMMODATION & CONFERENCE PACKAGES

The 'Residential Delegate Package' includes accommodation for your delegates, with a choice of single studio or shared two bedroom apartments. This package also includes catering, conference room hire, and audio visual equipment.

**\$260 per person\***  
(Studio apartment)

**\$210 per person\***  
(Two bedroom apartment - sharing)

## PACKAGE INCLUDES

### ACCOMMODATION

Single studio apartment, or  
Shared two bedroom apartment

### CONFERENCE ROOM HIRE

Room hire  
Note pads & pens  
Iced water & mints

### CATERING

As per Day Delegate Package (Page 6)

### AUDIO VISUAL

Projection screen  
Flipchart with paper & markers  
Whiteboard & markers  
Additional equipment

### ADDITIONAL CATERING

Buffet breakfast

\*Minimum 20 delegates





# LUNCH PACKAGES

Delicious hot and salad options for full or half-day delegate packages. Also includes stand alone lunch packages for conference guests.

## HOT CANAPES

Chicken teriyaki skewers	Sausage rolls	Sushi rolls
Mini Pizzette	Mini wagyu beef burgers	Vietnamese rice paper rolls
Chorizo, green olive, manchego arancini	Lamb kofta	Mini quiches
Burnt leek and cheddar arancini	Mini cornish pastie	Coconut crumbed prawns
Chicken goujons	Empanada	Gyoza

## SALADS

Garden salad	Pumpkin salad	Pasta salad	Caesar Salad
Greek salad	Potato salad	Roasted Cauliflower	Thai chicken salad
Thai beef	Ancient greens	Moroccan Spiced Chickpea	BBQ pork with Asian vegetables

Please discuss tailored dietary requirements with our conference coordinator

## LUNCH PACKAGES

Metropole working lunch package: \$28 pp  
Four-point sandwiches  
Salad  
Fruit Platter  
Juice

Buffet Hot Lunch \$40 pp  
Your choice of main  
Side serving  
Salad  
Choice of Frittata, Lasagna, Quiche or Mac & Cheese  
(Minimum of 15 people)

Metropole mixture lunch \$28 pp  
Four-point sandwiches + baguettes  
Fruit Platter  
Three hot canapes - chose from above menu  
Juice

Extras  
Morning tea & arrival coffee + 12.5 extra person  
Afternoon tea & coffee + 12.5 extra person

# HOT & COLD CANAPES

Enjoy a large selection of finger food with our hot and cold canapes.

Minimum of 25 guests required.

**6 Items**  
\$26.50 per person  
3 cold / 3 hot

**9 Items**  
\$31.50 per person  
5 cold / 4 hot

**12 Items**  
\$38.5 per person  
6 cold / 6 hot

## COLD SELECTION

## HOT SELECTION

Duck crepes

Chicken teriyaki skewers

Vietnamese rice paper rolls

Mini pizzettes

Nori rolls

Chorizo & green olive arancini

Zucchini fritters

Burnt leek & Cheddar arancini

Seared tuna

Parmesan and basil polenta cakes

Beef mignon

Coconut crumbed prawns

Smoked salmon

Sausage rolls

Goat cheese tartlets

Mini wagyu beef burgers

Lamb fillets

Assorted mini cocktail pies

Savoury crab eclairs

Mini cornish pasties

Duck sable

Beef empanada



# METROPOLE CAFE MENU

Our cafe is open for breakfast seven days a week & dinner for four nights (MON-THURS)

Below is our dinner menu:

## STARTERS

Soup of the day \$9.5

Bruschetta \$9

Garlic or herb bread \$6

Pan fried King Prawns \$16

Roast vegetable salad \$14.5

## MAINS

Crispy skin Tasmanian Salmon \$26

Aged Porterhouse \$21.5

Chicken Parmigiana \$21.5

Honey and soy chicken \$20

Warm Asian Beef Salad \$21

Fish and chips \$18.5

Pumpkin and Spinach Risotto \$18.5

## DESSERTS

Classic apple strudel \$12

Homemade sticky date pudding \$10

Lemon Crepes \$10

Chocolate Fondant \$12.5

Cheese Platter \$14.5



# BEVERAGE PACKAGE OPTIONS

Enjoy a wide range of beer, wine, spirits and soft drinks with our beverage package options. Beverage packages come in either two or three hour duration.  
Minimum of 25 guests required.

**2 hour service  
\$40 per person**

**3 hour service  
\$55 per person**

Alternatively, charges can be made on a consumption basis

## DRINKS MENU

Our house Wine selection from DeBortoli

Sauvignon Blanc

Chardonnay

Sparkling Wine

Shiraz

Cab Sauvignon

Imported and Australian beer - including light

Juice and soft drink

All spirits - POA







*Melbourne*  
METROPOLE  
CENTRAL



# MELBOURNE METROPOLE CENTRAL

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