

CONFERRNCING

CIRCA

THE — DECK
CIRCA

(03) 9536-1135
and/or events@theprince.com.au

Thank you for your interest regarding a conference at The Prince.

Circa, the Prince and The Deck at Circa in conjunction with The Prince Hotel are able to offer some refreshingly different meeting and conference facilities, with a range of onsite accommodation options.

Our unique spaces are suitable for groups ranging from 10 to 180, with half day and full day packages available.

With a focus on premium ingredients and seasonal produce, our food menu has been carefully curated by Circa, The Prince's Head Chef, Shaun Haggarty.

Our beverage offering is priced per person over a duration of time, or wines can be preselected with 2 weeks' notice to guarantee stock availability and charged on a consumption basis.

The Conference Package is available for groups and is \$95 per person for a full day and \$65 for a half day (4 hours).

Should you have any queries please contact us on

(03) 9536-1135
and/or events@theprince.com.au

ROOMS & CONFIGURATION

We have a number of beautiful light filled rooms suitable for conferencing. Below is a guide of how many people we can accommodate for at any given time. Please contact the event team for further information as the outline below is only a guide.

CONFIG.	P.D.R	BALCONY	THE DECK	MAIN DINING
THEATER STYLE	N/A	40	180	80
CABARET	N/A	18	78	60
BOARD ROOM	18	20	N/A	N/A
U-SHAPE	N/A	18	24	24

Please advise your event manager if you would like to discuss your options should you wish to stay on for dinner or drinks and canapés at the conclusion of your conference.



PACKAGES

Full day and half day conference packages can be tailored to suit your specific needs.

Full day conferences are priced at \$95 per person and include the following:

- Morning tea, lunch & afternoon tea
- 8 hour room hire
- Complimentary wifi
- Flexible table configurations
- Note pads, pens, jugs of water and mints
- Espresso coffee and tea

Half day conferences are priced at \$65 per person inclusive of morning tea & lunch or lunch & afternoon tea and 4 hour room hire.

In addition we are delighted to offer a premium conference package priced at \$125 per person inclusive of morning tea, 3 course lunch, afternoon tea and 8 hour room hire.

Additional hours of room hire is charged at \$100 per hour for Circa and \$200 per hour for The Deck by prior arrangement.

*Additional beverages charged on a consumption basis

*Minimum spends apply

MENUS

MORNING TEA OPTIONS

Served on platters to share: select 3 items

Bircher w. vanilla yoghurt (individually plated)

Orange + almond financier (GF)

Blueberry + lemon muffin

Spinach + ricotta muffin (V)

Toasted tomato + cheese (V)

Bagel w. smoked salmon + crème fraiche

LUNCH OPTION 1

Working lunch: select 3 sandwich/wrap options + 3 salads

Grilled haloumi w. preserved lemon, cucumber + mint on turkish bread (V)

Roast chicken w. avocado + tarragon roll

Smoked salmon w. cucumber + horseradish on rye

BBQ vegetables w. pesto on focaccia (V)

Grilled tomato + buffalo mozzarella w. basil on ciabatta (V)

Beef pastrami w. dill pickle + iceberg lettuce slaw

LUNCH OPTION 2

Banquet style lunch: select 2 dishes + 3 salads

Heritage pork w. young greens + mustard

Grain fed beef w. caramelised onions + roquette

Ocean trout w. preserved lemon, leek + baby gem lettuce

Slow roasted lamb w. caper + parsley vinaigrette

Thyme roasted chicken w. spinach + tarragon

Snapper w. fennel, olive + tomato

Vegetarian option available on request

SALADS

Served on platters to share: select 3 salads to accompany you lunch option

Organic grains w. herb labne

Kipfler potatoes w. parsley oil

BBQ zucchini w. lemon + mint

Roasted organic carrots w. yoghurt dressing

Green leaves w. shallot vinaigrette

Heritage tomatoes w. ricotta + shiso

Roasted new potatoes w. thyme + garlic

AFTERNOON TEA OPTIONS

Served on platters to share: select 3 items

Roast beef + horseradish roll

Smoked turkey + cranberry baguette

Ham, cheese + pickles sandwich

Goats curd + tomato tart (V)

Aged cheddar + thyme sable biscuit

Coconut + pineapple friand (GF)

Lemon tea cake (GF)

Honey madeleines

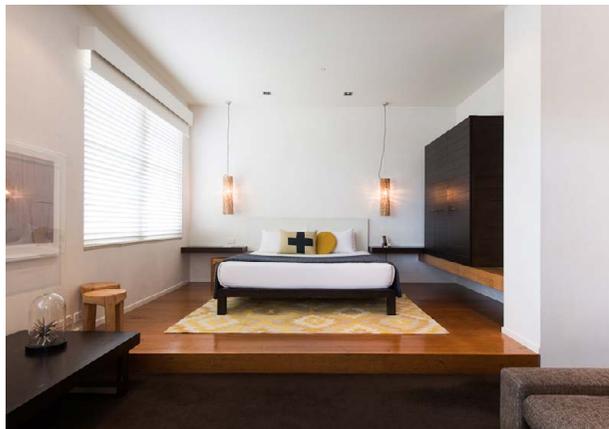
PREMIUM PACKAGE LUNCH

Ask your event manager for indicative menus

BEVERAGES

Our conference packages include espresso coffee, tea, mineral water & soft drinks. Additional beverages are available, such as wine with lunch, by prior arrangement. Please discuss your requirements with your event manager.

THE PRINCE



ACCOMODATION

The Prince hotel is delighted to offer special rates to anyone holding or attending an event at Circa, the Prince or The Deck. The Prince is a 39-room boutique hotel. Each of the rooms have been individually designed and are both modern and contemporary in style.

BOUTIQUE ROOMS

Boutique Rooms have a double bed and ensuite with shower. These rooms are ideal for single occupancy, although two people can be accommodated.

DELUXE ROOMS

Deluxe Rooms have either a double or queen bed and ensuite with walk-in shower. Most Deluxe Rooms face internally, whilst some vistas have views of Fitzroy St and St Kilda Beach.

DELUXE ROOMS W. BATH

Our Deluxe Rooms with Bath are larger than the Deluxe Room. They comprise of either a Queen or King Bed and an ensuite that boasts both a bath and shower.

SUPERIOR ROOMS

Superior Rooms have balconies overlooking Fitzroy Street, the heart of St Kilda, and Port Phillip Bay. Rooms feature a queen bed and ensuite with shower.

PREMIER SUITES

Our Premier Suites are our designer suites. They are individual in design and spacious. Open plan in style with a lounge area, king bed and balconies over-looking the bay. They have a striking Philippe Starck bath in the ensuite.

ROOM & HOTEL FACILITIES

Please contact Prince Hotel for corporate hotel room rates on 03 9536 1111

Standard Boutique Room

Deluxe Room

Deluxe Room w. bath

Superior Room

Premier Suite

- 39 individual rooms and suites over two levels
- Room rates include wifi
- Individual artworks adorn the walls in all rooms and suites
- Aurora Spa Retreat, an holistic urban retreat to enhance your health and balance your lifestyle

THE — DECK

CIRCA

PARKING

There is a 300 space carpark at the rear of The Prince which operates 24 hours a day. Guests enter via Jackson Street. Spaces cannot be reserved, the car park operates as a separate business and charges apply. Pre paid parking tickets available on request.

WHEELCHAIR ACCESS

There is wheelchair access to The Deck at Circa on the 2nd level of the carpark through the door to Aurora Spa Retreat and to Circa on the ground level of the carpark via the rear of the building.

NOISE RESTRICTIONS

Only background music may be played during the following times due to the operation of Aurora Spa Retreat in The Prince Complex: (this means no amplified live music)
Monday to Sunday 12.00am - 7.00pm

DELIVERIES

Deliveries must be clearly marked and directed to the events department. Unfortunately we have insufficient storage room in the venue so all equipment must be taken with you on conclusion of the event unless previously arranged.

AUDIO VISUAL

The Deck at Circa has an in house PA system with CD player and iPod connection plus a complimentary wireless microphone for your use. Please advise your event manager if you wish to have access to this equipment. Select AV is our preferred supplier at The Prince providing state-of-the-art audio visual equipment at competitive prices. Please discuss your requirements with us or contact Select AV directly on 9699 6663 for your particular needs. Should you wish to use an external provider please provide details so we can discuss venue procedures and access to your contractor.

CONFIRMATION AND PAYMENT

To secure your reservation a 30% non refundable deposit of the minimum spend requirement and a signed booking agreement is required. Final food and beverage selections are required at least 14 days prior to your event. Final numbers are required 7 days prior to the event and pre-payment of the final account 3 business days prior to the event.