

A place to work or relax in Melbourne CBD

Business Centre and Member Lounge

Venue Hire



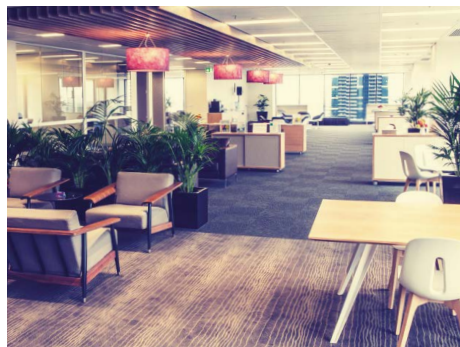
Introducing our CBD meeting and event space

Our Business Centre and Member Lounge offers a welcoming environment for your events and meetings.

Our purpose-built space can cater for your business needs, it is a perfect venue for interviews, training days, seminars or events. We have tailored packages to suit your needs.

We offer several spaces for hire to both AICD members and the wider business community. These include the Learning Centre, offices and several meeting and event rooms, with catering and conference packages available.

**Contact our Business Centre and Member Lounge team to book
t: 03 9245 4200 e: memberloungevic@aicd.com.au**



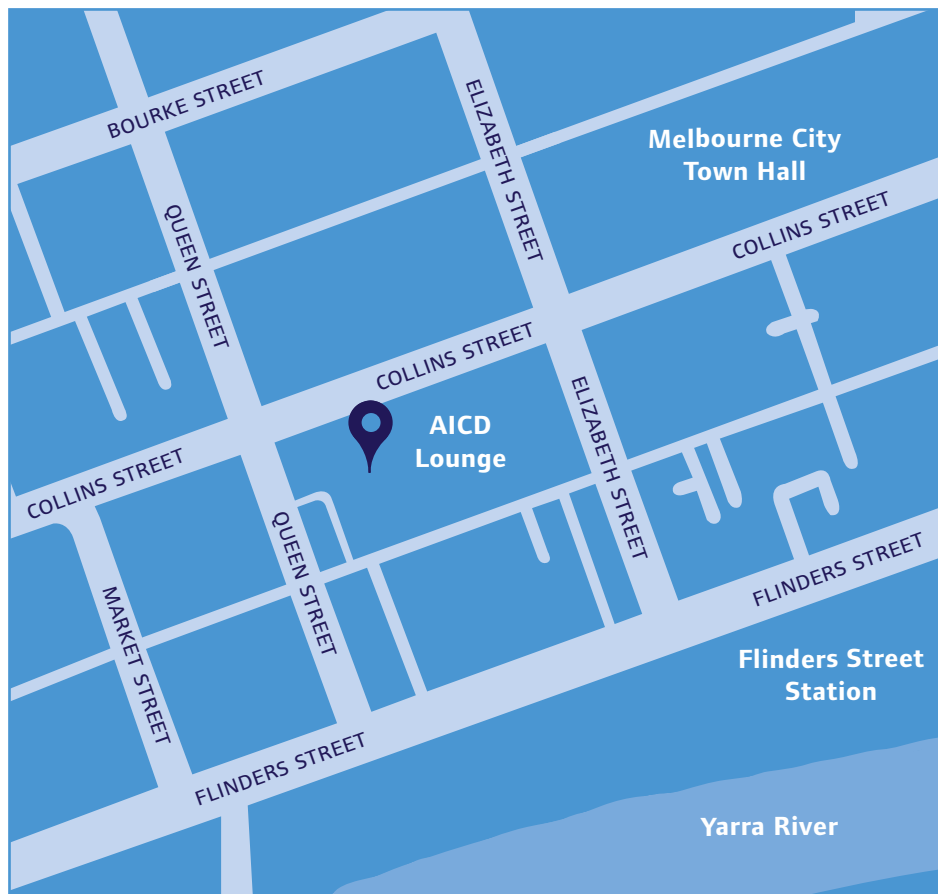
Member Lounge, Learning Centre, offices and several meeting and event rooms

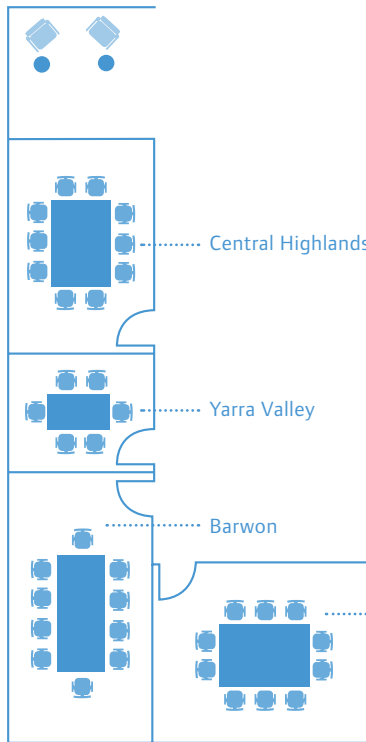
Our Business Centre and Member Lounge is located on Collins Street in the heart of Melbourne's CBD.

Parking: Underground public carpark available onsite. Operating hours are 7.30am to 6.30pm, Monday to Friday.

Public Transport: Either a short walk from Flinders Street Station, or via tram to Stop 5 Elizabeth Street/Collins Street.

Level 26, 367 Collins Street, Melbourne





LEVEL 27

Meeting rooms

Whatever the occasion, we can help create an event that will exceed your expectations. Our spaces are perfect for meetings, training sessions or seminars.

Catering is available, with freshly-plated food served with a variety of beverages. We provide a selection of corporate packages that can be specially tailored to suit your event requirements.

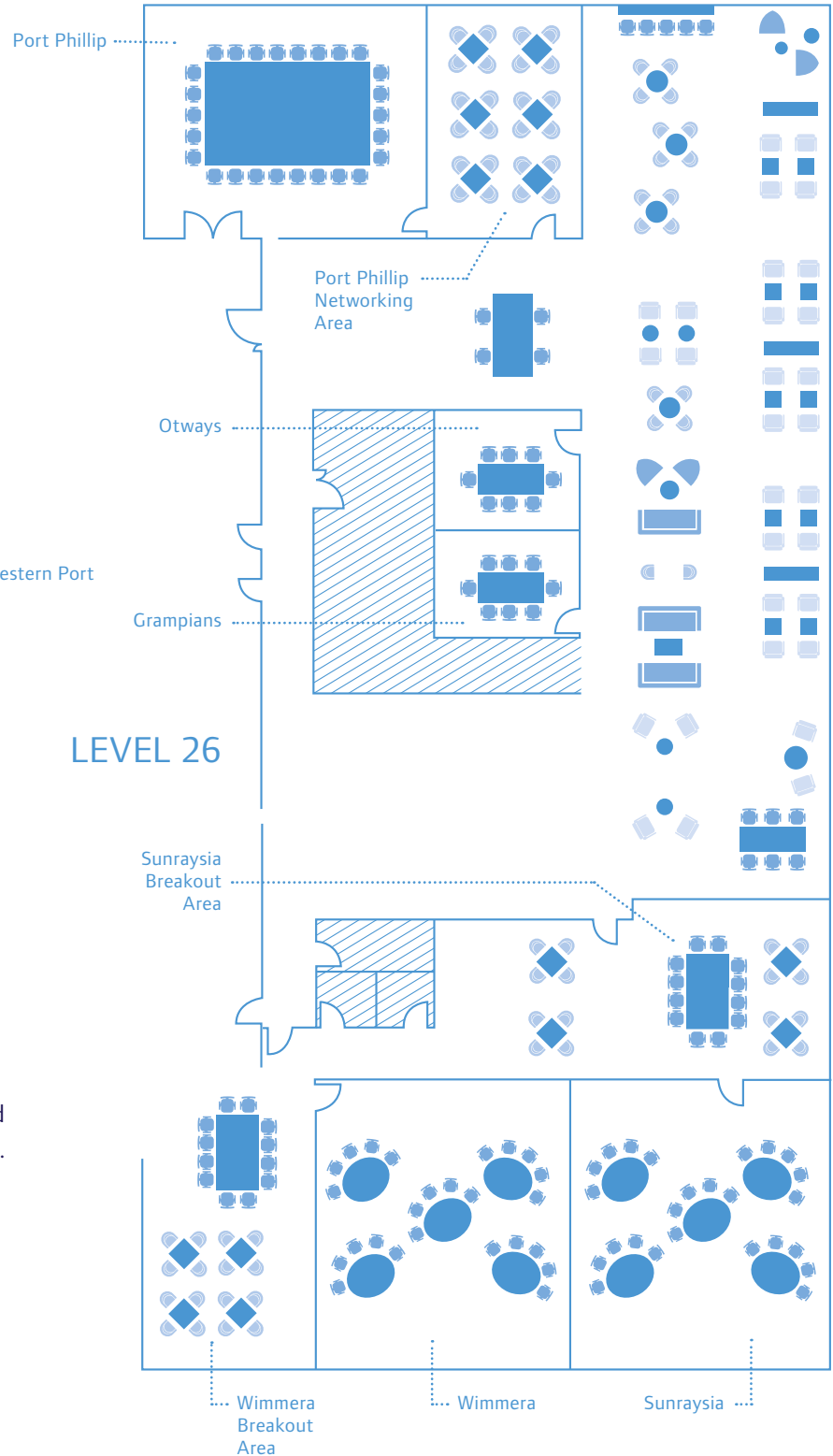
Private office

For a private working environment we offer two offices. These offices can be hired per hour, half-day or full-day.

Learning Centre

Our Learning Centre is an outstanding space to host a training day or special event. You can hire a training room on its own or combine with a private breakout space.

Catering is available to suit your requirements.



Melbourne meeting and event space

Catering packages as of January 2016

Pricing information (including GST)							
Meeting and event spaces	Capacity and room format				Rate		
	Boardroom	Theatre	Cabaret	Banquet	Hourly	Half-day	Full-day
Port Phillip Boardroom	24	52	48	30	\$250	\$875	\$1,500
Non-member rate					\$300	\$1,050	\$1,800
Port Phillip plus Networking Area	-	-	-	-	\$350	\$1,225	\$2,100
Non-member rate					\$420	\$1,470	\$2,520
Otways Meeting Room	6 - 10	-	-	-	\$80	\$280	\$480
Non-member rate					\$96	\$336	\$576
Grampians Meeting Room	6 - 10	-	-	-	\$80	\$280	\$480
Non-member rate					\$96	\$336	\$576
Sunraysia Training Room and Breakout Space	-	64	42	30	\$300	\$1,050	\$1,800
Non-member rate					\$360	\$1,260	\$2,160
Wimmera Training Room and Breakout Space	-	64	42	30	\$300	\$1,050	\$1,800
Non-member rate					\$360	\$1,260	\$2,160
Sunraysia and Wimmera combined	-	112	98	70	\$500	\$1,750	\$3,000
Non-member rate					\$600	\$2,100	\$3,600
Western Port Meeting Room	6 - 10	-	-	-	\$100	\$350	\$600
Non-member rate					\$120	\$420	\$720
Barwon Meeting Room	6 - 10	-	-	-	\$100	\$350	\$600
Non-member rate					\$120	\$420	\$720
Yarra Valley Meeting Room	4 - 6	-	-	-	\$60	\$210	\$360
Non-member rate					\$72	\$252	\$432
Central Highlands Meeting Room	6 - 10	-	-	-	\$100	\$350	\$600
Non-member rate					\$120	\$420	\$720

Basic AV is included in our room hire rates for the Port Phillip Boardroom, Sunraysia Training Room and Wimmera Training Room. All prices are subject to change and venue availability. The Member Lounge is available for hire outside of business hours for exclusive events after 6.00pm. Please contact our team for further details.

Classic Conference Package

Morning Tea or Afternoon Tea \$13 | Lunch \$22

Lunch + sweet treat + fruit platter \$30

Half-day Package \$50 | Full-day Package \$60

Tea, coffee, water and mints included with room hire booking.

Premium Conference Package

Half Day Package \$65 | Full Day Package \$85

Tea, coffee, water and mints included with room hire booking.

Phone and WiFi access also included with your booking.

Your meeting room will be fully serviced throughout the day by our professional catering staff.

- **Classic morning tea and/or afternoon tea**

(half-day package includes one of these)

Includes one sweet or one savoury option and fruit platter.

- **Gourmet sandwich lunch**

Selection of gourmet sandwiches and wraps.

- **Premium morning tea and/or afternoon tea**

(half-day package includes one of these)

Includes one sweet or one savoury option and fruit platter.

- **Buffet Lunch**

A seasonal hot buffet accompanied with salads and side dishes. Includes sweet treat item.

Contact us

Business Centre and Member Lounge

Level 26, 367 Collins Street
Melbourne VIC 3000

t: 03 9245 4200

e: memberloungevic@aicd.com.au
companydirectors.com.au/bcml

Opening hours:

Monday to Friday, 8.00am to 5.30pm