

QUAY WEST

MELBOURNE

QUAY WEST SUITES MELBOURNE

Conference General Information Kit



ABOUT US

Quay West Suites Melbourne is located in the heart of Melbourne's renowned arts and entertainment precinct, moments from the city's celebrated cultural, dining, retail and sporting destinations.

Merging the convenience and comfort of apartment-style accommodation with luxuries amenities and the attentive services of a 5-star hotel, the one, two and three-bedroom apartments at Quay West Suites Melbourne are the ideal choice for your delegates.

After a productive day of conferencing, stretch your feet and explore Southbank surrounds or unwind and relax in your well-appointed apartment with spacious living and dining area, fully equipped kitchen and laundry facilities.

All apartments feature private balconies and select apartments offer exceptional views of the Melbourne skyline.

The connectivity of Quay West's location includes convenient access to Southgate and Southbank Promenade, Flinders Street Station, Federation Square, the urban Park of Birrarung Marr, multiple tram lines along St Kilda Rd and the picturesque Yarra River trail for walking and cycling.

Melbourne Park, AAMI Stadium and the iconic MCG are all within walking distance for all your favourite sporting events.

HOTEL FACILITIES

- 24-hour Reception
- Magnesium mineral pool & spa
- Gymnasium and Steam Room
- Secure Self-Parking
- In-Room Dining Menu
- Jarrah Restaurant
- Jarrah Bar and Outdoor Terrace
- Wi-Fi throughout the hotel

MEETING SPACES

Quay West Suites Melbourne provides effective meeting spaces and a pre-function area for a variety of functions, meetings and events.

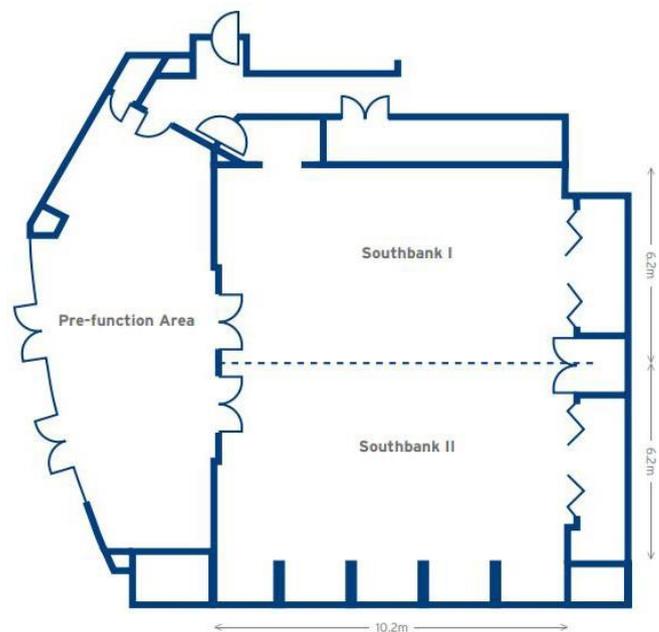
The two Southbank meeting rooms can be used individually to create an intimate conference, or joined together to make a larger space for conferences, meetings and events.

The venue also offers a restaurant for day delegate lunches whilst Jarrah Bar & Terrace provides a great space for a cocktail reception, social events, networking and for post-conference wind down drinks and canapes.

The outdoor terrace comes into its own in the warmer months with amazing views of Melbourne’s City Skyline the ideal place for social events and functions.

Venue features and facilities

- 5-versatile event suites
- Natural light
- Day packages and residential conference packages available
- Complimentary Wi-Fi for all delegates
- In-built projector & screen
- Pre and post conference activities available
- Complimentary notepads, pens, mints and
- Still and sparkling water
- Dedicated conference concierge



CAPACITY CHART

MEETING SPACE	THEATRE	U-SHAPE	BOARDROOM	CLASSROOM	CABARET	COCKTAIL	AREA M ²	HEIGHT M
Southbank I	60	24	25	36	35	80	64	2.65
Southbank II	60	24	25	36	35	80	64	2.65
Southbank I & II	110	35	40	72	80	160	128	2.65
Jarrah Restaurant	-	-	20	-	-	120	72	
Jarrah Bar	-	-	20	-	-	120	60	

ACCOMMODATION

Quay West Suites Melbourne has a range of apartment-style accommodation options. Choose from our spacious one, two and three-bedroom apartments with separate lounge and dining areas, full kitchens, laundry facilities and private balconies.

1 Bedroom Apartment

- Open plan living and dining area
- Fully equipped kitchen
- Private balcony
- Washing machine and dryer
- Queen Bed or 1 King Bed

2 Bedroom Apartment

- Large living and dining area
- Fully equipped kitchen
- Private balcony
- Washing machine and dryer
- 1 Queen Bed and 1 King Bed
- Two bathrooms



DAY DELEGATE PACKAGE

Arrival Tea & Coffee

Nespresso coffee & Dilmah tea station
Whole fruit bowl

Morning Tea

Nespresso coffee & Dilmah tea station
Two bite size options

Lunch

Two hot protein dishes with a matching side
Vegetarian pasta or rice
One gourmet salad and garden salad
Orange juice and bottled soft drinks
Nespresso coffee & Dilmah tea station

Afternoon Tea

Nespresso coffee & Dilmah tea station
Two bite size options

Additional Inclusions

Notepads, pens, water & mints, standard AV equipment including data projector, 96-inch screen (per room – Southbank I&II), whiteboard & flipchart.

Discounted secure self-parking available on request
Upgrade to our Nourish Day Delegate Package
Working style lunches available on request
Custom packages available on request

POST MEETING

Enjoy canapés and beverages in Jarrah Bar, or on the outdoor terrace in warmer months. Ideal for your post-conference or pre-dinner drinks.

Canapé Packages

A variety of canape packages are available for smaller post conference networking or exclusive use for a cocktail dinner event.

Beverage Packages

A variety of beverage packages are available. Additional beverage options such as cocktails, spirits and upgrade beverage package.





WELCOME TO ALL – ACCOR'S LIFESTYLE LOYALTY PROGRAM



ALL is built around you – the way you live, work and play. Access hotels, workspaces, bars, clubs and spas, all in one place. Enjoy offers, rewards, and experiences, all just for you.

Enrich your world, **wherever life takes you**

Join the ALL Meeting Planner and earn points every time you organise an event. Book workspaces wherever you need, whenever you want. 2,400 hotels across the world, from luxury to budget-friendly.

Host events and earn points. We're with you, every step of the way.

QUAY WEST

MELBOURNE

Call our team to discuss your next event

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