



PERTH

BUSINESS CENTRE



## CROWN TOWERS PERTH

The epitome of luxury, guest rooms and suites at Crown Towers Perth command magnificent views. Intelligently designed with the latest technology and the renowned Crown Towers service, guests have the opportunity to experience a hotel property unlike any other.

Crown Towers Perth showcases world-class design, and unprecedented resort facilities, dining and boutique shopping. Featuring expansive lagoon pools, private cabanas, poolside dining and attentive wait staff, the leisure facilities set a new benchmark for resort living.

## BUSINESS CENTRE

Crown Towers stylish and modern Business Centre is the premium location for your next business event.

Located on the Lobby level of luxurious Crown Towers, the modern and stylish facilities offer computer and internet access, as well as services such as printing, photocopying, binding and laminating.

The Business Centre offers two meeting rooms; The Boardroom can cater up to ten people whilst the Meeting Room caters up to four people and includes notepads, pens, mints, water, TV screen with HDMI & VGA connection, complimentary internet access and conference phone.

Additional equipment and catering can be organised for guests booking the Business Centre Meeting Rooms.



Crown Towers Perth



Crown Towers Lobby



## BOARDROOM

Size: 22m<sup>2</sup> | Capacity: 10 people

### HIRE COST\*

\$125 per hour

\$380 per half day (4 hours)

\$680 per full day

## MEETING ROOM 1

Size: 15m<sup>2</sup> | Capacity: 4 people

### HIRE COST\*

\$60 per hour

\$190 per half day (4 hours)

\$340 per full day



Business Centre Boardroom



Business Centre Meeting Room 1



## OPENING HOURS

Monday to Friday 8.00am – 4.30pm.

Meetings held outside these operating hours are on request basis only and a 30% surcharge applies on top of the rate.

## EQUIPMENT HIRE

Full day room hire includes the following equipment:

- Whiteboard and flipchart

Additional equipment is available. Please refer to hire options.

## ROOM HIRE INCLUSIONS

- Notepads
- Pens
- Mints
- Water
- 55 inch TV screen with HDMI & VGA cable provided for laptop connection
- Complimentary internet access and conference phone (charges may apply for interstate and international calls).

## LOCATION

The Business Centre is located on the Lobby level opposite Crown Ballroom.

## ROOM SET UP

The meeting rooms have a fixed setup style and fittings and furniture cannot be altered. The meeting rooms do not include a pre-function area.

## CATERING

The guaranteed guest count is required in writing 72 hours (3 standard business days) before the commencement of the meeting. This count is not subject to reduction. If Crown is not advised of a guaranteed count within the time frame, the tentative number of guests will become the guaranteed guest count. If any of the delegates attending this meeting have dietary requirements, the requirements must be placed in writing 72 hours (3 standard business days) before the commencement of the meeting. If Crown are not advised of dietary requirements prior to the meeting, Crown cannot guarantee last minute dietary requests will be possible.

## COFFEE AND TEA SERVICE

This service option provides unlimited access to an in-room Nespresso coffee machine with a selection of Nespresso coffee pods and a variety of tea flavours.

Half day meeting	\$9.50 per person
Full day meeting	\$18.00 per person





## AVAILABLE SERVICES

### PHOTOCOPYING & PRINTING

#### BLACK & WHITE

A4	\$0.40 per page
A4 Double sided	\$0.60 per page
A3	\$0.70 per page
A3 double sided	\$1.10 per page

#### COLOUR

A4	\$0.90 per page
A4 Double sided	\$1.30 per page
A3	\$1.60 per page
A3 double sided	\$1.90 per page

#### BINDING<sup>+</sup>

Up to 50 pages	\$6.00
51 — 100 pages	\$9.00
100+ pages	\$11.00

#### LAMINATING

A4	\$1.90 per sleeve
A3	\$2.90 per sleeve

#### EQUIPMENT HIRE

Whiteboard	\$50
Flipchart	\$35



Business Centre Boardroom



Business Centre Meeting Room 1



## THE BUSINESS CENTRE CATERING AGREEMENT

Name of meeting

Date of meeting

### CATERING REQUIREMENTS

Please fill in the food requirements you would like for your delegates, the delivery times and the total serves you require of each food item.

#### MORNING TEA AND AFTERNOON TEA MENU

FOOD REQUIREMENTS	COST PER PERSON	NO. OF PERSON	TIME OF DELIVERY
<b>Morning Tea</b>	\$24		

Includes:

- Assorted cookies
- Assorted cup muffin
- Mini continental Danish pastries/croissant
- Seasonal fresh fruit platter

<b>Afternoon Tea</b>	\$28		
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Includes:

- Chicken, aioli and cos lettuce sandwich
- Gourmet eggs, chives, spinach, Dijon mustard, mayonnaise
- Mini continental Danish pastries/croissant
- Seasonal fresh fruit platter



DRINKS PACKAGE	COST PER PERSON	NO. OF PERSON	TIME OF DELIVERY
<b>In-room Nespresso machine and selection of flavoured tea</b>			
• Half day meeting	\$9.50		
• Full day meeting	\$18.00		
<b>Soft Drinks</b>	<b>\$7.50</b>		
• Pepsi (300ml)			
• Pepsi Max (300ml)			
• Lemonade (300ml)			
• Orange Juice (300ml)			

Please note: Food selections to be equivalent to number of guests attending.  
Vegetarian & gluten free options are available.

All above prices are inclusive of GST and subject to change without notice. If any of the delegates attending this meeting have dietary requirements, their requirements must be placed in writing 72 hours (3 standard business days) before the commencement of the meeting. If Crown are not advised of dietary requirements prior to the meeting, Crown cannot guarantee last minute dietary requests will be possible.