

COMFORT INN & SUITES
ROBERTSON GARDENS

CONFERENCE
& MEETING
PACKAGES



07 3875 1999

functions@robertsongardens.com.au
281 Kessels Road, Nathan QLD 4111

GREEN OPEN SPACES

COMFORT INN & SUITES ROBERTSON GARDENS

Just 15 minutes south of Brisbane CBD, set on 10 acres of landscaped native gardens and conveniently located near Griffith University, QSAC Stadium and QE11 Hospital.

Our corporate function venue offers several versatile conference rooms available to hire.

With 138 hotel and apartment style accommodation we have the ability to support conferencing over several days with ease.

Our extensive catering menu will ensure everything from tea and coffee on arrival to post-conference cocktails are taken care of.



CONFERENCE ROOMS

Popular for larger gatherings, the Musgrave Room with its wonderful cathedral ceiling is also accompanied by an exclusive bar and full catering facilities. The curtains can open to amazing natural lighting if desired. An additional soundproof annex alongside the main function room opens to a private courtyard garden which is perfect for event drinks, networking and socialising.

MUSGRAVE ROOM

Room Hire:

\$450 full day (8 hours)

\$350 half day (4 hours)

Room Size: 167m²

Ceiling Height: Cathedral

Capacity:

Class Room - 72 pax

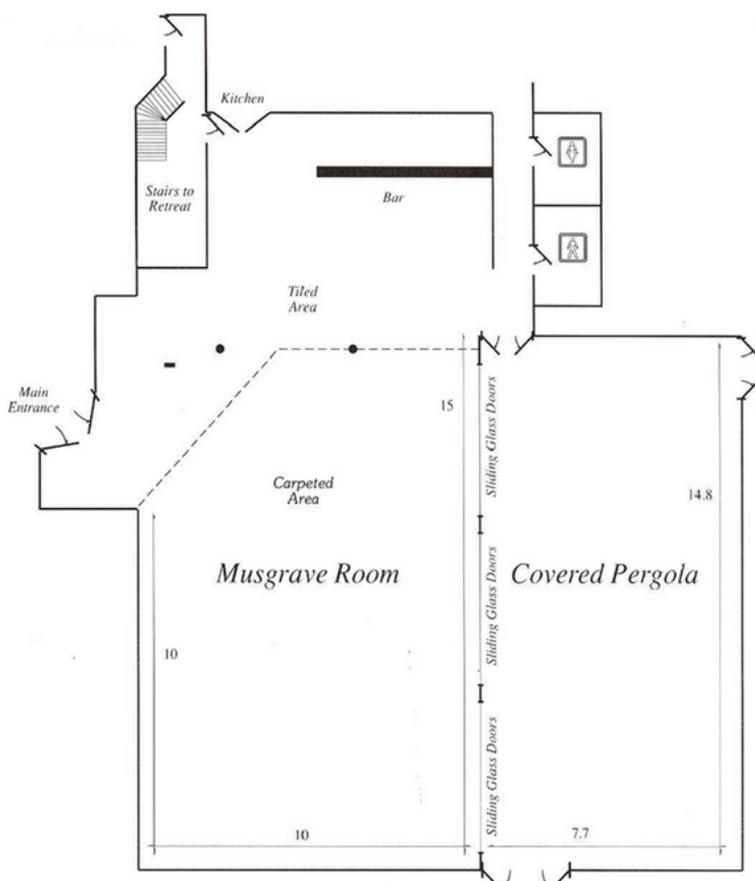
Theatre - 150 pax

U - Shape - 34 pax

Open Ended - 80 pax

Banquet - 110 pax

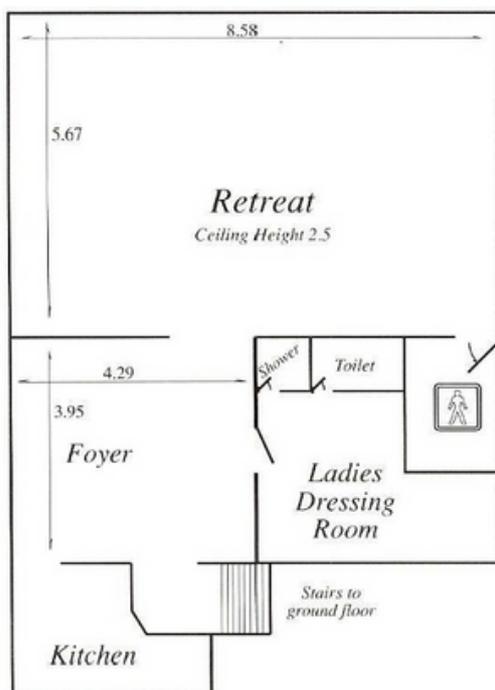
Cocktail - 150 pax



CONFERENCE ROOMS

For a quiet and secluded meeting room with no distractions, look no further than the Retreat Room.

Located on the second level of the Musgrave Room building, it's perfect for meetings of small to medium size and features windows that allow for magnificent natural lighting.



RETREAT ROOM

Room Hire:

\$250 full day (8 hours)
\$200 half day (4 hours)

Room Size: 48m²

Ceiling Height: 2.5m

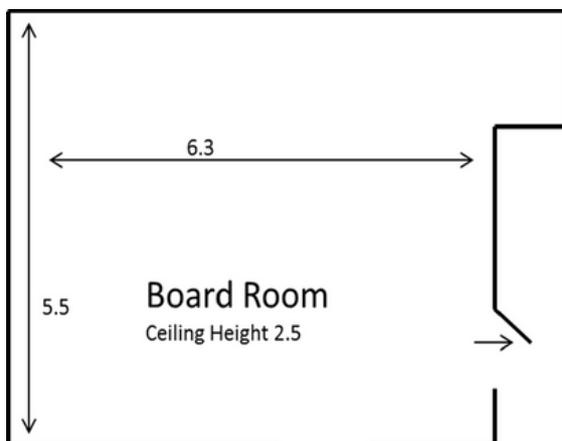
Capacity:

Class Room - 20 pax
Theatre - 30 pax
U - Shape - 18 pax
Boardroom - 16 pax
Cocktail - 40 pax

CONFERENCE ROOMS

Perfect for private executive style meetings, the Boardroom is located on the ground level of the Gardens Restaurant building.

It's intimate, yet professional layout seats up to 10 people and is suitable for small group workshops, think tank sessions, presentations, and interviews.



BOARDROOM

Room Hire:

\$200 full day (8 hours)

\$150 half day (4 hours)

Room Size: 37m²

Ceiling Height: 2.95m

Capacity:

Boardroom - 10 pax

To ensure your event is a success, we have everything you need!

INCLUSIONS:

- Internet Access
- TV
- Whiteboard
- Lectern
- Projector Screen
- Notepads & Pens
- Water & Mints
- Skirted presenter's table
- Power board & extension cord
- White table linen
- Function coordinator

ADDITIONAL EQUIPMENT IF REQUIRED:

- Speakers for laptop - FOC
- Lapel Microphone - FOC
- Roving Microphone - FOC
- Registration Table - FOC
- Extra Tables - FOC
- Data Projector - \$100
- Flip Chart - \$25



INCLUSIONS & EXTRAS

CATERING PACKAGES

HALF DAY: \$28 PP

Arrival Tea & Coffee

Freshly brewed coffee and a selection of herbal & traditional teas

Morning OR Afternoon Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

Light Lunch

A selection of sandwiches or wraps with a variety of gourmet fillings - 1.5 rounds

Fruit Salad - 1 piece

FULL DAY: \$36 PP

Arrival Tea & Coffee

Freshly brewed coffee and a selection of herbal and traditional teas

Morning OR Afternoon Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

Light Lunch

A selection of sandwiches or wraps with a variety of gourmet fillings - 1.5 rounds

Fruit Salad - 1 piece

Afternoon Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

WORKING PACKAGE

ALL LUNCHES
SERVED WITH
TEA, COFFEE, OJ
AND
FRUIT SALAD



CATERING PACKAGES

HALF DAY: \$32 PP

Arrival Tea & Coffee

Freshly brewed coffee and a selection of herbal and traditional teas

Morning OR Afternoon Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

Full Lunch

One choice from our full lunch selections

Fruit Salad - 1 piece

Tea, coffee & OJ

FULL DAY: \$39 PP

Arrival Tea & Coffee

Freshly brewed coffee and a selection of herbal and traditional teas

Morning Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

Full Lunch

One choice from our full lunch selections

Fruit Salad - 1 piece

Tea, coffee & OJ

Afternoon Tea

Tea, Coffee & OJ

Selection of sweet or savoury item - 1.5 pieces

EXECUTIVE PACKAGE

ALL LUNCHES
SERVED WITH
TEA, COFFEE, OJ
AND
FRUIT SALAD



CATERING SELECTIONS

MORNING & AFTERNOON TEA



SWEET

- Selection of baked cookies
- Selection of assorted cakes
- Freshly baked chocolate brownies
- Mini caramel tarts
- Mini cheesecakes
- Fruit kebabs with berry yoghurt
- Scones & Pikelets with cream & strawberry jam
- Mini Danish pastries

SAVOURY

- Mini ham & cheese croissant
- Assorted mini Quiches
- Assorted mini Pies & pastries
- Kabana, pickled onions, cheese, dips & crackers

*Additional items \$6.00 pp

CATERING SELECTIONS

FULL LUNCH

Asian Stir-Fry

- Chicken OR Beef stir-fry served with hokkien noodles & Asian vegetables
- Prawn crackers
- Garden salad

Massaman Beef

- Mild slow cooked Thai beef curry served with rice
- Roti bread
- Garden salad

Roast Lunch

- Choice of roast beef, pork or chicken served with roast pumpkin, potato, steamed vegetables & gravy
- Bread rolls

Buffet Platter (Minimum of 15 Guests)

- Marinated chicken pieces, roast beef, turkey, ham & salami
- Assorted fresh salads
- Accompanying condiments & bread rolls

Fish & Chips

- Panko whiting served with fresh garden salad, chips & tartare sauce
- Bread rolls



ACCOMMODATION

With 138 hotel rooms & villas, Comfort Inn & Suites Robertson Gardens has something for everyone!

Our Hotel Rooms are the perfect choice for short-stay guests, with easy access to our function rooms and restaurant. Upgraded with modern amenities and furnishings, guests are treated to a clean, comfortable and stylish stay.

For a longer stay, our self-contained villas are perfect. Located at the rear of the property they offer the privacy and comfort of a home away from home.

If you are booking in conjunction with a conference we offer a discounted package rate as well.

Our restaurant opens for breakfast & dinner daily, and the Games Room opens from 4.30pm.

We also have a pool and two BBQ areas to ensure you can relax with any down-time.

Complimentary WIFI & parking is also extended to our guests.





CONTACT US

FOR FURTHER INFORMATION OR A
QUOTE FOR YOUR NEXT EVENT!

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