

Waters Edge

PORT MACQUARIE

Conference Pack



The Perfect Location

Waters Edge Port Macquarie offers a unique and relaxing experience. Our central location on the banks of the beautiful Hastings River, just one minute walk to the town centre, is close to breathtaking beaches, shopping, entertainment and tourist outlets.

The refurbished conference and restaurant facilities can accommodate a board meeting for eight delegates, to a corporate cocktail function for 250, with packages to suit all budgets and requirements. All conference rooms feature air-conditioning, natural lighting, flexible room layouts and the latest technology including broadband access and Wi-Fi, combined with our packages guarantee a great working environment.

On site facilities include On the Edge Restaurant, Alfresco seating and terrace area overlooking the pool, Swimming Pool, Jetty and River Access & free all day parking.

With our great location, facilities and attentive service you can be confident your delegates will be well catered for.



Waters Edge
PORT MACQUARIE

Accommodation

Waters Edge Port Macquarie offer 61 modern guestrooms that are equipped with all the essential amenities to ensure you the utmost ease and luxury.

All rooms offer ensuites with a wide range of bathroom amenities, fully stocked mini bar, complimentary tea & coffee making facilities, hair dryer, direct dial telephones reversed cycle air conditioning, wireless internet, free of charge Foxtel television & an LCD TV. Most rooms have balconies with views of either over the river, canals, or the street to provide a comfortable stay.


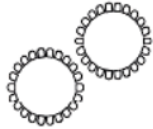
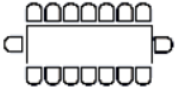
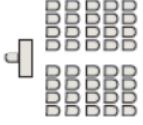
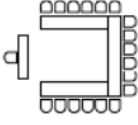
Special conference accommodation packages are available to ensure that your guests will have quality accommodation at an affordable price. Please enquire about these with our Conference Sales Co-ordinator.

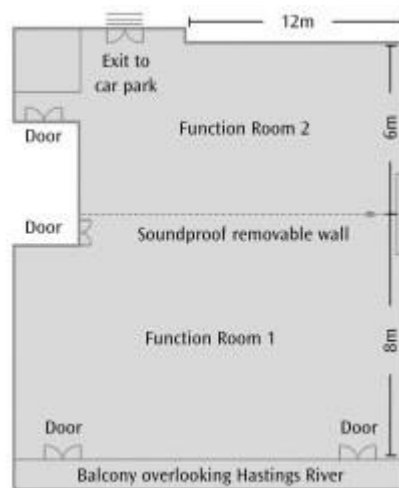
With a versatile range of conference facilities, ideal location, and an attentive team, makes Waters Edge the perfect venue for your next conference.



Waters Edge
PORT MACQUARIE

Capacity & Layout

Conference Rooms	Hastings Room Combined	Hastings Room 1	Hastings Room 2	On the Edge Terrace	On the Edge Restaurant	Edge Deck	
Area m2	168	96	72	81	270	100	
Ceiling Height	3m	3m	3m	2.7m	3m	n/a	
Dimensions (w&h)	14m x 12m	8m x 12m	6m x 12m	4.5m x 18m	15m x 18m	12m x 16m	
Floor Capacity							Diagram
Classroom	70	30	25	n/a	80	n/a	
Banquet	90	40	30	30	120	90	
Boardroom	40	25	25	30	n/a	n/a	
Theatre	130	50	40	n/a	200	n/a	
U-Shape	40	24	16	n/a	n/a	n/a	



Day Delegate Packages

Packages include:

Full Day Package Catering

\$43.00 per person

Half Day Package Catering

\$38.00 per person

12 Delegate Minimum

- Room hire
- Dedicated event co-ordinator
- Wireless internet connection
- Projector and projection screen
- Whiteboard & flipchart
- Pens, notepads, mints & water

Welcome tea | coffee

Morning | Afternoon Tea

Select one option for each break:

- House Made Scones, Fresh Cream, Strawberry Jam
- Assorted Home Made Cookies
- Assorted Muffins
- Petit Danish Pastries
- Banana & Cinnamon Breads
- Chocolate Brownies
- Apple Crumble Slice
- Fresh Fruit
- Almond Shortbreads

Includes tea and coffee station

Light Lunch

Select one option:

- Assorted sandwiches with both meat and vegetarian fillings and hot finger food
- Selection of homemade gourmet pizzas
- Cold Meats & Salads

Includes tea & coffee and chilled juices Buffet Lunch (Additional \$10 pp on Day del)

- Selection of Hot food , cold meats and a variety of salads served with a hot bread roll

Individual Options

If you are not utilising our Day Delegate Package, we have the following options available:

Conference Room Hire Charges

- Hastings One \$200.00
- Hastings Two \$180.00
- Hastings Room \$350.00
- The Deck \$500.00
- On The Edge Restaurant \$750.00
- The Terrace \$200.00
- AV Hire (Projector / Screen) \$60.00
- Flip chart & Whiteboard \$25.00

Individual Catering

- Morning Tea and Afternoon Tea \$8.50pp
- Working Lunch \$20.00pp
- Buffet Lunch \$30.00pp
- Tea and coffee \$3.50pp
- Continuous Tea & Coffee \$9.00pp
- Cheese Platter \$12.00pp
- Fruit Platter \$8.00pp

Contact Us

Whatever the purpose of your conference and however many people are involved, Waters Edge Port Macquarie offers you an unsurpassed service.

Our team is trained to the highest possible industry standards to ensure you receive a truly memorable conference.

For any further information, please contact our Conference Sales

Coordinator

Waters Edge Port Macquarie

1 Buller Street,

Port Macquarie

P: 02 6583 2955

E: reservations@watersedgepm.com.au

W: www.watersedgepm.com.au



Waters Edge
PORT MACQUARIE