

Quality Hotel Manor & Natalie's Restaurant

669 Maroondah Highway,
Mitcham, VIC 3132

info@qualityhotelmanor.com.au



CONFERENCE PACK 2017

Phone: 03 9872 4200

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Address: 669 Maroondah Hwy, (Whitehorse Rd)
Mitcham, VIC 3132

Website: www.qualityhotelmanor.com.au

Email: info@qualityhotelmanor.com.au



BOOKINGS

T (03) 9872 4200 F (03) 9872 4472

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HOTEL LOCATION

The Quality Hotel Manor is Melbourne's best Valued 4 star Suburban Hotel and Conference Centre. With the Hotel offering style, space, luxury and comfort and located within 30 minutes of Melbourne's CBD and public transport within 5 minutes. We are an ideal location for your next meeting, conference or special event.

- 30 mins from CBD
- 45 mins from Melbourne Airport
- 30 mins from Yarra Valley
- 30 mins from Mt Dandenong Lookout
- Walking distance to Heatherdale station
- Eastlink Freeway
- Eastland Shopping Centre
- Member of Choice Hotels

HOTEL FACILITIES

HOTEL FEATURES

- Restaurant Open 7 days
- Bar/Lounge
- Room Service 9.30am – 10pm
- On-site undercover parking
- Dry cleaning service (charges apply)
- Self service laundry facilities
- 24 Hour Reception
- Luggage storage
- Free Gym access (offsite)
- Business centre
- Conference/Meeting facilities
- Ice machine
- Wheelchair accessible
- Wireless Internet access
- 100% non-smoking Hotel
- 36 4 star rooms
- Internal Corridors
- CCTV throughout Hotel

ACCOMMODATION FEATURES

- Queen size bed
- Desk
- Iron & ironing board
- Hairdryer
- Alarm clock/Radio
- Foxtel TV
- Movie Channels
- Flat screen TV's
- Wireless internet
- Mini bar
- Tea/Coffee Making
- Electronic Key Locks



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FUNCTION ROOMS

Room	Size	Theatre	Classroom	U-Shape	Banquet	Cocktail
Lincoln Room	76m2	70	20	25	60	70
Chester	66m2	30	15	15	30	50

Room Hire: (applies to all Conferences)

Lincoln:	Full Day	\$300.00		Chester:	Full Day	\$250.00
	Half Day	\$250.00			Half Day	\$200.00
	Evening	\$250.00			Evening	\$200.00

All Day Conference:

\$50.00 per person

- Continuous Tea and Coffee
- Morning Tea
- Lunch
- Afternoon Tea

If there are 20 or less attendees Lunch will be A la Carte Style. Orders will be taken during Morning Tea Break

If there are 21 or more attendees Lunch will be Buffet Style consisting of:
2 x salads, fruit platter, sandwich platter, Hot Dish and Soft Drink

Half Day Conference:

\$40.00 per person

- Continuous Tea and Coffee
- Morning Tea OR Afternoon Tea
- Lunch

If there are 20 or less attendees Lunch will be A la Carte Style. Orders will be taken during Morning Tea Break

If there are 21 or more attendees Lunch will be Buffet Style consisting of:
2 x salads, fruit platter, sandwich platter, Hot Dish and Soft Drink

Equipment: *(Subject to availability)*

Included in Room Hire Charge

Data Projector	Whiteboard
Small Computer Speakers	Flipchart
Microphone & Lectern (Lincoln Room only)	

Extra charges

32" Flat Screen TV \$50

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ALTERNATIVE OPTIONS

Room Hire: (applies to all Conferences)

Lincoln:	Full Day	\$300.00	Chester:	Full Day	\$250.00
	Half Day	\$250.00		Half Day	\$200.00
	Evening	\$250.00		Evening	\$200.00

Individual Items:

Tea & Coffee	\$4.50 per person
Morning Tea or Afternoon Tea	\$10.50 per person
Lunch	\$25.50

If there are 20 or less attendees Lunch will be A la Carte Style.

If there are 21 or more attendees Lunch will be Buffet Style consisting of:

2 x salads, fruit platter, sandwich platter, Hot Dish and Soft Drink

Platters Available (feed approx. 10 people)

Fruit Platter	\$25.00 each
Cake or Muffin Platter	\$30.00 each
Sandwich Platter	\$55.00 each
Hot Finger Food Platter	\$55.00 each

Payment:

Room Hire Charge is due as a deposit to secure your booking date. Function is not confirmed until deposit has been paid.

All conferences have a minimum of 7 day cancellation policy. If cancelled within 7 days of conference date the deposit will be forfeited in full.

Remainder of payment is taken on the day unless Account Application has been set up prior.

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