

# Conferences



rosslyn bay resort

GATEWAY TO KEPPEL

# Rosslyn Bay Resort

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## Conferences

Set in a peaceful environment overlooking the beautiful and secluded Kemp Beach on the doorstep to Great Keppel Island, Rosslyn Bay Resort is free from distractions and ideally suited to conferences, trade seminars and private functions.

Rosslyn Bay Resort provides a professional service with special attention to detail and will tailor a specific conference package to suit your company's individual needs and objectives.

The Dolphin or Shoreline rooms can be arranged in Classroom, U shape, Boardroom, Banquet or Theatre style configuration for 4 to 120 delegates. It also features:

- Audio visual equipment- Sony data projector (extra \$120 per day hire)
- Electronic controlled retractable projector screen
- AV equipment linked so that laptop, VHS, DVD and television output can run on both projector screens
- Special onsite beachfront accommodation rates
- Optional team building activities
- Exciting menu and dining options
- Convenient accessibility to Rockhampton airport (45min)



# CONFERENCE ROOM HIRE

**\$160.00 per day**

Inclusive of the following:

- Room and set up
- Facilitator's table
- Lectern
- Microphone and speaker
- Overhead projector and screen
- Ice water and mints
- Remote control television and video
- Standard whiteboard with pens and duster
- Flipchart with pad
- Cd player
- Power boards
- Extension leads
- Internet connection
- Staging as required



Your function room will be set to your specifications and serviced to suit your needs.

*A range of additional audiovisual equipment is available through a local supplier. We are more than happy to source a quote for you based on your requirements.*

## ROOM BREAKDOWN

### Dolphin Room

Ideal conference venue offering spacious layout and ample natural light.

Room Dimensions:

- 11m wide x 9m length
- 2.8m height of walls with cathedral ceilings
- 7 double power points
- 3 split air-conditioning systems

#### Room Configuration Options:

- U shape - tables & seating for 35
- Classroom style - maximum of 12 tables with 4 people on each
- Board Room Style - for meetings usually - 4 seats each side forming a solid square
- Theatre Style - up to 80

### Shoreline Room

Overlooking the landscaped gardens this is the perfect meeting room for intimate focus groups and small businesses.

#### Room Dimensions:

- 10m wide x 7.2m length
- 2.8m height walls with cathedral ceilings
- 4 double power points + 2 single
- 2 split air-conditioning systems

#### Room Configuration Options:

- U shape - tables & seating for 30
- Classroom style - maximum of 8 tables with four people on each
- Board Room Style - for meetings usually - 4 seats each side forming a solid square
- Theatre Style - up to 50

# Rosslyn Bay Resort OnSite Activities

Facilities incorporated within Rosslyn Bay Resort include the bar and recreational area, a swimming pool and guest BBQ amenities. There are also various walking tracks and national parks, the beach and the harbour nearby to explore.

## Nearby Off-Site Activities

- Great Keppel Island – Spend a day on the island or take a half day cruise, including snorkeling, boomnetting and coral viewing.
- Nob Creek Pottery
- Cooberrie Park Wildlife Sanctuary
- Capricorn Caverns
- Koorana Crocodile Farm
- Rockhampton Heritage Village
- Nearby National Park walks.
- An Evening Twilight Great Keppel Cruise departing from the Rosslyn Bay Marina (with option of including drinks and nibbles).
- Barra fishing or a one day Fishing/Lunch Cruise



## ACCOMMODATION

There are a variety of on-site beachside accommodation options to suit your requirements. Rosslyn Bay will also provide one complimentary room for each twenty-five paid rooms, occupied up to a maximum of two rooms per night.

ROOM TYPE	GROUP RATE
<b>Single Studio Room</b> Self contained 1st or 2nd Floor Studio Rooms	<b>\$135</b>
<b>Garden Terrace Single Studio Room</b> Self contained Ground Floor Studio Rooms	<b>\$135</b>
<b>Twin Share Studio Room or One Bedroom Suite</b> Self contained Studio Rooms with twin beds or Suites with a separate bedroom which comfortably sleeps two delegates.	<b>\$145</b>

*Triple share extra \$20.00*

### TERMS & CONDITIONS

Final Numbers are required by the Wednesday of the week prior to your conference. Final accounts are based upon numbers given at this time. Accommodation will be charged unless cancellation is advised within 24 hours.



# catering

Meals are served either poolside or in Beaches Restaurant. Morning and Afternoon Teas are served for speed and convenience in your Conference Room.

Our team is more than happy to tailor morning / afternoon tea and lunch breaks to suit your exact requirements. Please advise if any delegates have particular dietary requirements and our chef will adjust the menus accordingly.

Your conference room is serviced with ice water and complimentary mints at each scheduled catering break. Please contact the friendly Rosslyn Bay Resort staff for delicious sample menu options.

## Breakfast

Full Hot Buffet:	\$19.90
Continental:	\$15.50
Continuous Tea & Coffee per pot	\$13.90

## Morning Tea

Sweet & Savoury Options	\$7.90
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## Afternoon Tea

Sweet & Savoury Options	\$7.90
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## Lunch

Refer to Menu provided below	\$19.90
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## Dinner

2 Course alternate drop menu	\$37.90
3 Course alternate drop	\$43.90
Poolside BBQ	\$35.90

\*prices noted are per head unless otherwise advised



## conference Menus

*Sample Menu Below*

### BREAKFAST

#### **Full Hot Buffet: \$19.90**

Our Chef varies the buffet daily using certain combinations of the following:

Eggs - Scrambled, Fried, or Poached, Grilled Bacon, Sausages, Steak, Hash Browns, Baked Beans, Mushrooms, Sautee Potatoes, Spaghetti, Grilled Tomato Halves & all of the Continental Selection

#### **Continental: \$15.50**

Seasonal Fruit Platter, Cereals, Yoghurt, Poached Fruits, Selection of Juices, Toast, Croissants, Assorted Danish Pastries, Butter & Preserves, Tea & Coffee

#### **Continuous Tea & Coffee: \$13.90**

Charged on consumption by the pot and readily available in your conference room

### **MORNING TEA: \$7.90 / AFTERNOON TEA: \$7.90**

#### **Sweet Options (Choose One Sweet or Savoury)**

- **Assorted Muffins eg:** Choc-Chip, Blueberry, and Banana
- **Scone:** Plain or Fruit, served with Jam & Cream
- Beaches Biscuits, Shortbread, Anzac, Melting Moments, Choc Chip
- Danish Pastries • Brownie Slice • Carrot Cake • Caramel slice • Banana Bread • Chocolate Mud Cake
- Pikelets with Strawberry Jam & Whipped Cream • Lamingtons

#### **Savoury Options (Choose One Sweet or Savoury)**

- Assorted Mini Quiche • Homemade Sausage Rolls • Spinach & Fetta Triangles • Savoury Scones
- Finger Sandwiches - 3 varieties only** Cheese & Kabana Plate • Cheese & Dried Fruit Plate • Mini Frittatas
- Mini Shepherds Pies • Gourmet Meat Pies

# conference Menus

## LUNCH (Choose One) \$19.90

*Includes Seasonal Fresh Fruit Platter and iced Juice*

- Battered Fish & Chips with Salad
- Roast Pumpkin, Spinach & Fetta Risotto
- Fit N Healthy Mixed Salad with Flash Grilled Chicken Schnitzel
  - Steak Burgers & Fries with Salad
  - Pasta Carbonara with Side Salad
  - Grilled Chicken Ceasar Salad
  - Mild Lamb Curry with Jasmine Rice
- **Assorted Sandwiches eg:** Cheese & Tomato, Ham & Mustard, Smoked Chicken & Egg
- **Ploughmans Lunch:** A selection of Cold Meat & Cheese with Pickles and Crusty Bread
  - Home Made Lasagna and Crisp Salad
  - Fresh Baked Quiche with Salad
- **Lightly Toasted Foccacia served with Salad, choose one filling;**
  - Grilled Vegetable, Camembert Cheese & Pesto
  - Honey Roast Ham, Caramelized Onion & Asparagus
    - Smoked Salmon, Cream Cheese & Cucumber
  - BLT - Bacon, Lettuce & Tomato with Mayonnaise

## DINNER

*(Dinner menus vary due to fresh produce and prices.)*

- 2 Course Set Menu \$37.90pp • 3 Course Set Menu \$43.90pp

## Poolside BBQ \$35.90pp (minimum 20 people)

- Fresh Bread & Butter • Selection of Salads • Tossed Garden Salad • Pasta Salad • Coleslaw
  - Greek Vegetables • Fresh Corn on the Cob • Baked Jacket Potato with Sour Cream

### From the BBQ Plate

- Prime Rib Fillet Steak • Marinated Chicken Pieces • BBQ Sausages • Garlic & rosemary Lamb Cutlets • Fried Onions

### To Finish Off

- Fruit Platter • Pavlova with Fruit Sauce • Chocolate Mud Cake • Tea & Coffee



# rosslyn bay resort

GATEWAY TO KEPPEL

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