



Room Capacities at a Glance

Configuration	Chandelier Room (59 sq mtr)	Crystal Room (29 sq mtr)	Champagne Room (38 sq mtr)
Theatre	65 pax	40 pax	30 pax
Open U	50 pax *	30 pax	25 pax
Boardroom	50 pax *	32 pax	24 pax
Class Room	36 pax	24 pax	20 pax
Pods (4 pax)	48 pax	28 pax	24 pax
Standing / cocktail	80 pax	40 pax	35 pax

*There is a structural pillar in the Chandelier Room that can inhibit direct vision in certain configurations.

Hire Charges

Basic Room Hire Per Day		Inclusions
Chandelier Room	\$450	<ul style="list-style-type: none"> • Wi-Fi • Whiteboard and markers • Flipchart with paper and pens • Projector screen • Seating in your configuration • Pads and pens • Water and mints • Presenter's table where appropriate
Crystal Room	\$250	
Champagne Room	\$230	

Additional costs will apply for catering, etc. Alternatively, we have comprehensive Executive Packages that include catering and are great value for money.

Equipment Hire Per Day	
Standard data projector	\$110
42" Plasma screen	\$100
Electronic whiteboard	\$220
Lectern	\$25
CD Player	\$25

Other equipment available for hire, please enquire.



General Information

Access

Room with Roses is located in the Brisbane CBD on the Gallery Level of Brisbane Arcade, at the Adelaide St end. Brisbane Arcade can be accessed from the Queen Street Mall at 160 Queen St or from Adelaide St at 117 Adelaide St.

Disabled access is via a lift located 10 metres from the Adelaide St entrance to Brisbane Arcade. The lift services all levels of Brisbane Arcade.

Public Transport and Parking

The closest Brisbane City Council bus station is the King George Square Bus Station which is situated on Adelaide St, less than 50 metres from Brisbane Arcade. The closest train station is Central Station in Ann St, approximately 2 city blocks from Brisbane Arcade.

The closest (and cheapest) parking is at the King George Square Car Park, with an entrance located in Adelaide St, directly opposite Brisbane Arcade. There are also designated disabled car park bays on the Adelaide St level of the car park.

Please see the attached link for the King George Square Car Park:

<https://www.brisbane.qld.gov.au/traffic-transport/parking-permits/car-parks/king-george-square-car-park>

Choosing the Menu

Room with Roses caters for all dietary requirements, wherever possible, including gluten free and allergies. There are a number of menus attached. We are happy to accommodate your personal requirements, wherever possible. Please contact us to discuss any additional requirements.

Bookings & Deposit

All bookings for our conference facilities are subject to a 30% deposit, which can be made via Vis, MasterCard or direct bank deposit. The booking is not confirmed until the deposit is paid.

Cancellation

If Room with Roses receives a minimum of 15 working days' notice of cancellation from the commencement date of your booking, no cancellation fee applies. If less than 15 working days cancellation notice is received, the any deposit paid will be forfeited.

Surcharge

A surcharge will apply for any functions held on public holidays. Functions on public holidays will require prior approval from Room with Roses.

It is a requirement by Brisbane Arcade that a security guard be on the premises for any functions held after 6.00pm Monday – Thursday and Saturday, after 9.00pm on Friday and any Sunday or public holiday. The cost of the security guard for any of these out of hours functions will be a surcharge to the conference costs.

Damage or Loss

Any loss or damage to Room with Roses' property, fixtures or fittings during functions will be the responsibility of the organiser and will be charged for.