

ADELAIDE CONFERRING

Oaks Style



The perfect conference choice for your next event in the South Australian capital!

Located opposite the Adelaide Convention Centre in Adelaide's vibrant West End and surrounded by an array of theatres, restaurants and entertainment, Oaks Embassy is a 4½ star property with over 130 spacious one, two and three bedroom apartments. Executive apartments also feature the added luxury of an in-room spa bath and outstanding views on the higher floors.

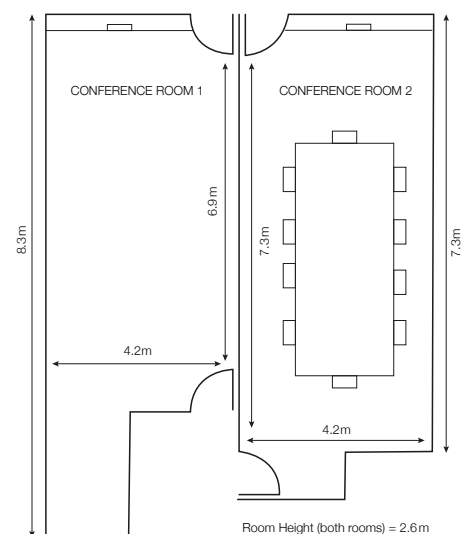
Oaks Embassy takes great pride in being of service for your conference, meeting or function, providing you with an event to remember. Our two Conference Rooms can cater for an intimate meeting, private event or seminar. Internet and audio visual equipment is provided free of charge whilst The Coffee Club provides you with a range of menus to suit your food and beverage needs.

We look forward to welcoming you and your guests at Oaks Embassy, Adelaide.

oakshotels.com

Oaks Embassy | 96 North Terrace, Adelaide SA 5000
SalesAdmin@theoaksgroup.com.au | T +61 8 8350 6650

EMBASSY CONFERRING ROOMS



OAKS
HOTELS & RESORTS



CAPACITIES	Classroom	Theatre	Boardroom	Cocktail
Conference Room 1	8	20	12	20
Conference Room 2	n/a	n/a	10	n/a

Room Hire

Full Day \$400 Half Day \$300

All room hire is inclusive of pads, pens, water and mints.

Audio Visual Equipment

Audio visual equipment is included in the room hire cost and includes a smart TV, Wi-Fi connection, whiteboard, flip chart, markers, presentation clicker and a teleconference phone.*

Catering

All food and beverage can be pre-ordered from The Coffee Club (minimum 72 hours notice is required) or delegates may purchase items directly from The Coffee Club on the day of the event.**

Accommodation

Need accommodation? Let our team look after all your accommodation needs.

Full Day Delegate Package

\$60 per person (min 10 guests)***

All Day Delegate Packages are inclusive of room hire and audio visual equipment.

Morning Tea

Chef's selection of gourmet loaves and muffins or assorted cakes and slices or a fruit platter.

Lunch

Chef's selection of gourmet sandwiches and wraps.

Afternoon Tea

Chef's selection of gourmet loaves and muffins or assorted cakes and slices or a fruit platter.

All breaks are served with espresso coffee and tea.

Optional Extra

Add arrival espresso coffee and tea for an additional \$5 per person. Add a fresh fruit or cheese platter starting from \$15 per person.

To find out more please speak to our specialist team today

on 08 8350 6650 or email SalesAdmin@theoaksgroup.com.au

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*Additional audio visual equipment is subject to availability from a third party supplier and costs incurred will be at the expense of the client **Conditions apply. Depending on final numbers, guests may need to pre-order all catering prior to the event. Vegetarian and gluten free items are available from The Coffee Club. ***Room hire will apply for bookings under 10 guests. EMB3054

