



# 2025/26 CONFERENCING & EVENTS GUIDE

## OAKS PORT DOUGLAS RESORT

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[oakshotels.com](http://oakshotels.com)



# Welcome to Oaks Port Douglas Resort.

## START PLANNING YOUR NEXT EVENT WITH OAKS.

Set among lush tropical gardens and a lagoon-style pool, Oaks Port Douglas Resort is the perfect, contemporary venue to host your next event in the heart of Tropical North Queensland. Ideally nestled just moments away from the famous Four Mile Beach in this vibrant coastal town, the resort features spacious hotel rooms and fully equipped one and two-bedroom apartments.

If you are after a unique event experience, the tropical gardens of Oaks Port Douglas Resort are the perfect setting for your incentive travel trip, business meeting, multi-day conference or function. Offering five flexible event rooms, breakout spaces, onsite accommodation, resort facilities including lagoon pool and day spa, and a ballroom the property is the perfect event destination. From outdoor events beneath the stars, to formal conferences in our Grand Ballroom, let Oaks Port Douglas Resort help to create an event worth remembering!

## MEETINGS & EVENTS *Made Easy*



### LIVE BOOKING TOOL

Make instant bookings with our live booking tool. Browse floor plans and order food & beverage, AV, theming with just a few clicks.



### LEADING REGIONAL PARTNER

As a leading regional events partner, Oaks boasts 10+ versatile and unique conferencing and events facilities throughout Australia & New Zealand. Across picturesque settings, the locations lend themselves to suit intimate cocktail parties, engaging delegate events or extravagant gala dinners.



### ACCOMMODATION OPTIONS

Our diverse range of flexible accommodation is what sets us apart. With spacious hotel rooms, 1,2 and 3 bedroom suites and villas across various locations, your guests will feel at home throughout their stay, with a comfortable space to retreat.



### CUSTOMER EXPERIENCE

We pride ourselves on our exceptional service and experienced onsite events team, who will assist you every step of the way to ensure your event is memorable for all the right reasons.



# Our Hotel and Facilities.

Our dedicated events team can assist with a range of services including:

- Onsite accommodation requirements
- Pre and post function events
- Customised menu and beverage package options
- Event theming
- Audio visual support
- Team building events
- Wellness meetings

## PROXIMITY INFORMATION

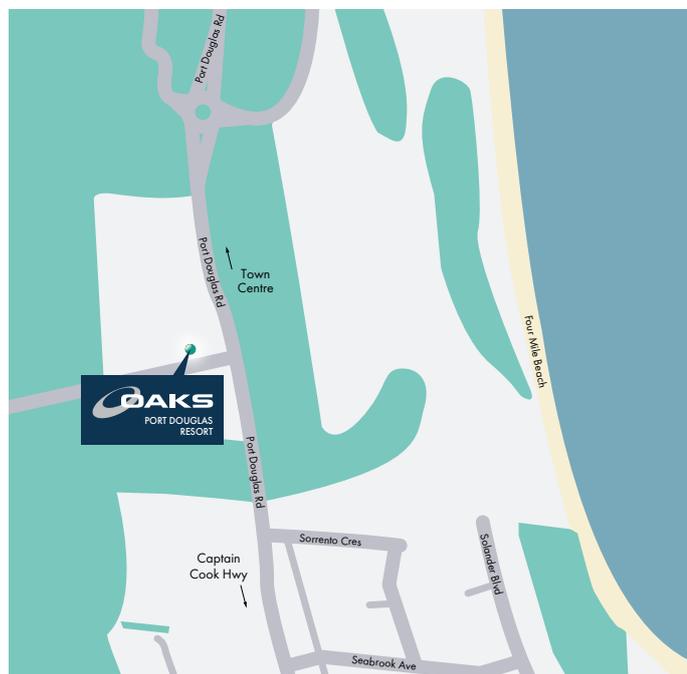
- Four Mile Beach - 400m
- Golf Course - 1km
- Cook Highway - 1.3km
- Marina Village - 3.3km
- Macrossan Street - 3.9km
- Mossman Gorge - 19.5km
- Cairns Airport - 65.7km

## HOTEL FEATURES

- Lagoon-style pool and swim up bar
- Day spa facilities onsite
- Restaurant and bar onsite
- Complimentary car parking
- Conference and event facilities
- Bike hire available
- Tesla charging station
- Local transfers available (fees apply)

## ROOM FEATURES

- Cooking facilities in all one and two-bedroom apartments
- Spacious hotel rooms
- Balcony or courtyard
- Garden or pool views
- Cable TV/HD video on demand
- Wi-Fi inclusive



Oaks Port Douglas Resort has all the facilities required to make your next event a success.

# Conference Rooms and Capacities.

TOTAL FUNCTION ROOMS: 9

FUNCTION CAPACITY: 200

ACCOMMODATION ROOMS: 155

ACCOMMODATION CAPACITY: 210

[TAKE A 3D VENUE TOUR](#)  
[CLICK HERE](#)

With nine multi-purpose event spaces, the versatile facilities at Oaks Port Douglas Resort offers complete flexibility for any conference, meeting or event.

## Margarita

The Margarita boardroom is perfect for small meetings boasting a stunning boardroom table and floor to ceiling windows allowing lots of natural light.

## Cosmopolitan

Beautiful moderately sized space with lots of natural light, featuring a purpose built projector wall.

## Manhattan

The Manhattan Ballroom features a built-in projector, beautiful spacious foyer and bi-fold doors that conveniently divide the room into 2 or 3 separate rooms.

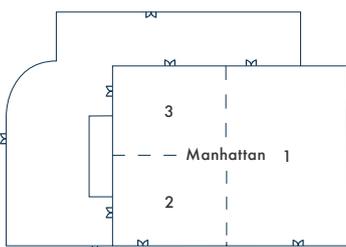
## The Lilypad

Stunning alfresco style restaurant surrounded by waterfalls and beautiful pond (additional setup costs may apply).

## Oak & Vine Restaurant

The restaurant is a lovely space surrounded by tropical gardens. The adjoining bar deck & lawn space comes to life as the sun goes down featuring fire torches and festoon lighting throughout the garden.

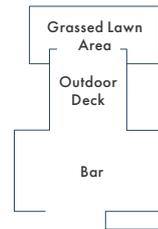
Venue	Sqm	Theater	Classroom	U-Shape	Banquet	Cabaret	Boardroom	Cocktail
Margarita	47	-	-	12	-	-	12	-
Cosmopolitan	78	60	40	24	30	20	30	60
Manhattan Ballroom	252	200	150	60	140	80	-	260
Manhattan 1	126	80	50	30	50	30	50	80
Manhattan 3	63	60	20	16	30	18	30	60
Manhattan 2 & 3	126	120	70	40	50	30	50	120
The Lilypad	128	-	-	-	80	50	-	120
Oak & Vine Restaurant	116	-	-	-	-	-	-	60



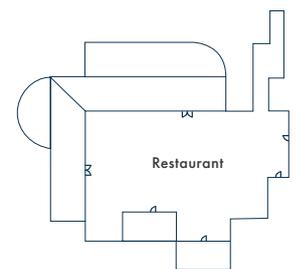
Manhattan Ballroom



Level 2 - Mezzanine Level



Oak & Vine Restaurant



The Lilypad



# Day Delegate Packages.

## HALF DAY DELEGATE PACKAGE (MINIMUM 20 PAX OR ROOM HIRE FEE APPLIES)

### Package includes:

- Room set up to your requirements
- Arrival tea and coffee
- Morning or afternoon tea
- Lunch
- Venue hire
- White board, flip chart, pads, pens, mints and chilled water
- Wi-Fi inclusive

\*Does not include AV system

## FULL DAY DELEGATE PACKAGE (MINIMUM 20 PAX OR ROOM HIRE FEE APPLIES)

### Package includes:

- Room set up to your requirements
- Arrival tea and coffee
- Morning and afternoon tea
- Lunch
- Venue hire
- White board, flip chart, pads, pens, mints and chilled water
- Wi-Fi inclusive

\*Does not include AV system



# Accommodation Options.



## Hotel Room - Garden View

Our comfortable garden hotel room features your choice of either a king bed or twin beds, ensuite bathroom, flat screen TV and your own balcony overlooking our luscious gardens. You'll have everything you need to sit back, relax, and take in the fresh Port Douglas lifestyle. This room caters to a maximum of 2 guests in total.



## Hotel Room - Poolside View

If your idea of a relaxing is gazing across the sparkling lagoon-style pool from your balcony, then this is room is for you. Each room is decorated in a tropical style and features a king or twin bed option and ensuite, a separate workspace. This room caters to a maximum of 2 guests in total.



## 1 Bedroom - Garden View

Stretch out and relax in your one-bedroom apartment where your balcony overlooks the beautifully manicured tropical gardens just outside. Inside you'll be treated to your own cooking facilities, a separate dining and lounge area where you can put your feet up and relax. This room caters to a maximum of 2 guests in total.



## 1 Bedroom - Poolside View

Stretch out and relax in your one-bedroom apartment where your balcony overlooks the beautiful lagoon-style pool. Inside you'll be treated to your own cooking facilities, a separate dining and lounge area where you can put your feet up and relax. This room caters to a maximum of 2 guests in total.



## 2 Bedroom - Garden View

This beautifully designed and spacious two-bedroom apartment is ideal for groups, families, or couples sharing space. Packed with all the comforts of home, this self-contained apartment features cooking facilities, dining table, lounge room, and a bespoke bathroom and the perfect amount of modern amenities. All overlooking the stunning tropical landscape that surrounds our resort from your balcony view. This room caters to a maximum of 4 guests in total.



## 2 Bedroom - Poolside View

Enjoy the indulgence of luxury and space with all the comforts of home in this beautiful two-bedroom apartment, complete with a view to the pool from your balcony. You'll have the convenience of having your own cooking facilities, dining table and lounge room to share meals and conversation, then retreat to your separate bedroom with a king or twin bed and a perfectly appointed bathroom complete with modern amenities. This room caters to a maximum of 4 guests in total.

# Preferred Partners.

There is no better approach to solving challenges than the famous saying "two heads are better than one." That's why at Oaks we rely on the expertise of our preferred partners:

## TEAM BUILDING

Create energy and motivate your employees with corporate team building activities from Pinnacle Team Events. Pinnacle Team Events offers a completely mobile service designed to ensure the success of your next conference, team day, training session or company celebration - wherever it may be. Pinnacle has a unique approach to corporate team building activities: "We don't do group hugs". All programs are designed to be entertaining, engaging and rewarding.



## PHOTOGRAPHY

A unique collective of exceptional photographic talent with a 20+ year history of immortalising events across Australia that has won them an enviable blue-chip client list.



## THEMING

This Space creates remarkable brand and event experiences through event management and execution, event styling, digital design, graphics, and 3D technology. Their diverse team at This Space has delivered local and internationally recognised events for over 15 years. Focusing on innovation, creativity and effective communication, This Space brings brands and events to life. With their combined experience, they have managed and executed over 1000 events, have worked with a range of budgets from \$10,000 to \$1M, and are known for engaging, immersive and award-winning events.



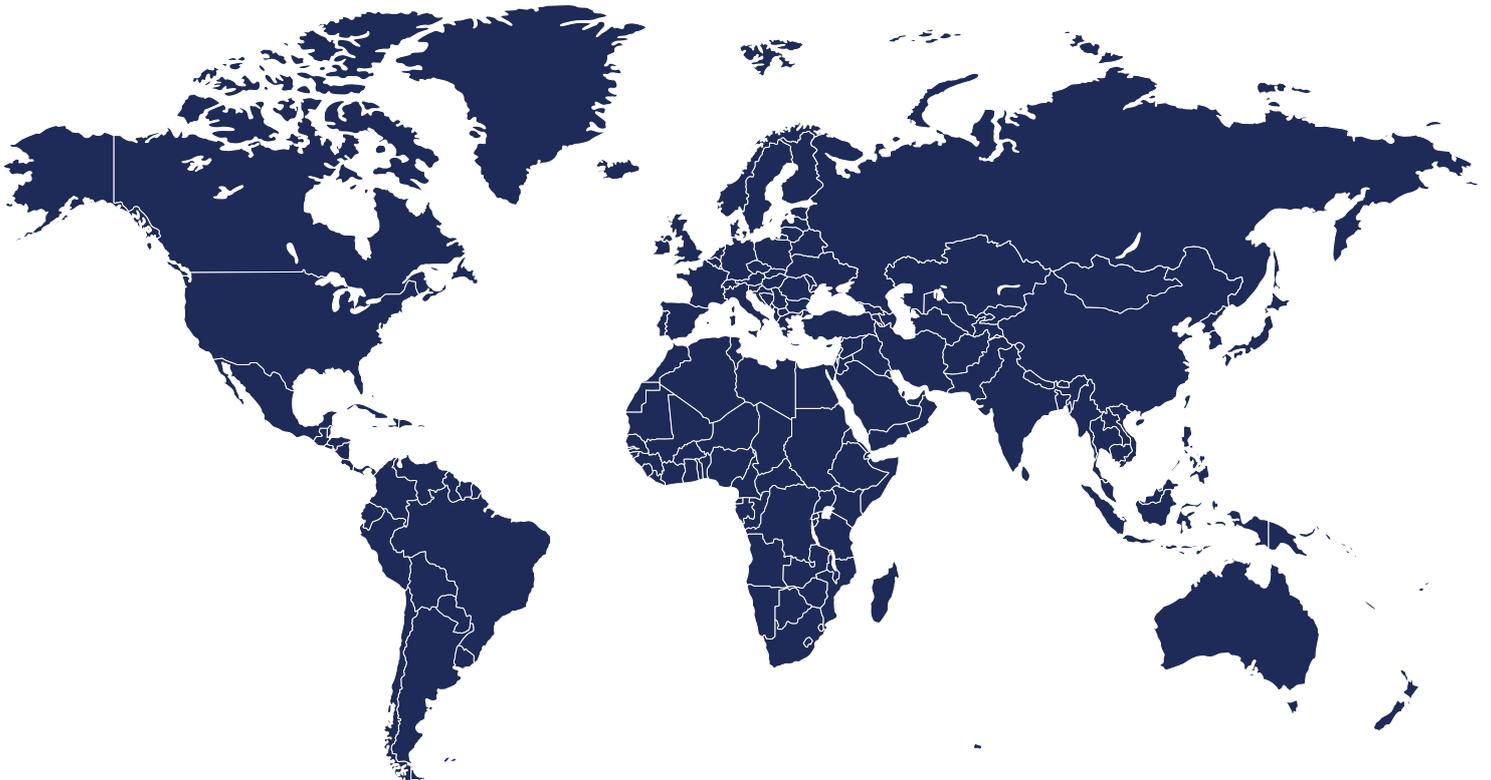
# Minor Hotels

## Your Global Events Partner.

One of the most exciting benefits of hosting your conference or event with Oaks Hotels, Resorts and Suites is that you get access to our amazing network of brands within the Minor Hotel Group.

Minor Hotels is an international hotel owner, trusted operator and investor currently with more than 560 hotels in operation across 6 continents. Minor Hotels passionately explores new possibilities in hospitality with a diverse portfolio of properties designed intelligently to appeal to different kinds of travellers. Through 8 brands; Anantara, AVANI, Oaks, NH Hotels, NH Collection, nhow Hotels, Elewana and Tivoli properties, Minor Hotels operates in 60 countries across Asia Pacific, the Middle East, Africa, the Indian Ocean, Europe and South America.

Whether you are considering an overseas conference, meeting, event or incentive trip, Minor Hotels offers a myriad of solutions to fit every budget and requirement. Head to [minorhotels.com](http://minorhotels.com) to explore the world of amazing opportunities for your next event.



**MINOR**  
HOTELS

  
**ANANTARA**  
HOTELS & RESORTS

**AVANI**  
Hotels & Resorts

*elewana*  
— COLLECTION —

**OAKS**  
HOTELS • RESORTS • SUITES

**NH**  
HOTELS &  
RESORTS

  
**NH COLLECTION**  
HOTELS & RESORTS

**nhow**  
HOTELS & RESORTS

**TIVOLI**  
HOTELS & RESORTS

\*Terms and conditions apply. Venue specific event terms will be supplied upon quote enquiry and contracting. Some of the images in this guide are for illustrative purposes only. For more information about our meetings & events venues please visit; [oakshotels.com/en/meetings-events](http://oakshotels.com/en/meetings-events).

# MINOR

HOTELS

LUXURY



PREMIUM



SELECT

