

The Chatswood Conference & Function Centre

Function Costs

Charges for seminars / gatherings in the function rooms:

Room hire:

Monday to Saturday:

McIntosh backroom (approx. 25 people U shape style)	\$240
McIntosh small room (approx. 8 people boardroom style)	\$150
Help St rooms (2) (approx. 15 people U shape style)	\$195
Main area (60 - 80 people theatre style)	\$240
The entire function area	\$295

Sunday:

McIntosh backroom (approx. 25 people U shape style)	\$240
McIntosh small room (approx. 8 people boardroom style)	\$150
Help St rooms (2) (approx. 15 people U shape style)	\$195
Main area (60 - 80 people theatre style)	\$240
The entire function area	\$350

*If access to the function area is required before our regular opening hours a surcharge will apply.

The room hire charges are subject to price variations and include the following:

- Set-up
- Staff
- Cleaning

Also included in this charge is:

- Screen
- Whiteboard
- Flip chart and paper
- Microphones
- TV and video
- DVD player

There is an extra charge of \$65 for the data projector.

The rooms listed above can be configured to suit the function you are planning and the above numbers are estimates only.

Please note that room hire needs to be paid in advance and the receipt of this deposit will confirm your preliminary booking. If the deposit is not paid your booking cannot be confirmed.

Security

At the discretion of management some functions may require the services of a security guard. Approximate cost is \$45 per hour.

Catering choices and costs are attached.

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