

Venue Hire

This brand new venue in the centre of Melbourne offers the perfect place for your training programs, conferences, meetings and mediations.

To Arrange a Tour:

For more information, or to arrange a tour, contact us at:

LifeWorks Relationship Counselling and Education Services

Level 4, 255 Bourke Street, Melbourne

Ph: 8650 6200 or email: roombookings@lifeworks.com.au

To Book:

Download our Training Room and Catering Booking Form in Microsoft Word, complete and email to roombookings@lifeworks.com.au or fax it to 03 8650 6299.

Rooms, Catering and Equipment available

Our rooms can accommodate from 10 to 40 people, depending upon the configuration of the tables e.g. theatre style (no tables), classroom, U-shape, boardroom, etc... and size of room hired.

We have a number of catering options available (see our booking form) or you are welcome to cater for your own event.

All training rooms have a built in data projector and we can supply a laptop, OHP, TV, VIDEO, DVD, electronic whiteboard as required. As an introductory offer we will supply these free of charge.

Room 1

Seats up to 20 people

Rates: Full day \$400 ; Half day \$260 (max4 hours); \$70/hr (min 2 hours)

Facilities: Built in Data Projector, Whiteboard, DVD, Video, TV, Catering available upon request

Room 1 is 7 metres x 5.5 metres (38.5 sq metres)

Room 2

Seats up to 40 people

Rates: Full day \$500 ; Half day \$300 (max4 hours); \$75/hr (min 2 hours)

Facilities: Built in Data Projector, Whiteboard, DVD, Video, TV, Catering available upon request

Room 2 is 10 metres x 6.5 metres (65 sq metres)

Board Room

Seats up to 14 people around a table

Rates: Full day \$450 ; Half day \$260 (max4 hours); \$70/hr (min 2 hours)

Facilities: Built in Data Projector, Whiteboard, DVD, Video, TV, Catering available upon request

Mediation Rooms (round table)

Rates: \$35 per hour

Facilities: Built in Electronic Whiteboard, conference phone (if required)

Consulting Rooms

Rates: \$20 per Hour

Facilities: Consulting Chairs, Desk, Internet, Phone

We also have several small meeting rooms available to hire accommodating up to 8 people. Rates: \$25 per hour

All rates +GST (if applicable)

Special rates are available for charities and not-for profit organisations.

A surcharge for weekend use may be charged as we will need to provide a staff member to allow access to the building for participants.

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