



Sorrento
in the park

Ph 09 625 1122
Fax 09 625 1118
P.O. Box 24 019
Royal Oak
Auckland 1345

Your Conference at Sorrento in the Park

(All prices quoted valid until 30th April 2012)

Recently refurbished by new owners, Sorrento in the Park offers you one of Auckland's finest conference and business function venues.

The Somerset room is perfect for smaller conferences, seating up to 20 people in a "U" shape arrangement, or up to 80 theatre style. **The Manukau and Pohutukawa rooms** both seat up to 250 people theatre style, or for a smaller conference, provide plenty of room for activities and break-out areas.

With its central location, proximity to downtown Auckland, and ample parking, Sorrento in the Park provides a peaceful alternative for your corporate event. We have full catering facilities and are able to provide you with all the equipment requirements for your conference.

To book your conference please contact us or use the conference planner on our website at www.sorrento.co.nz.



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Conference Costs

Venue Hire – full day 7.30am to 5.00pm (weekdays)

Manukau Room \$450.00 per day or part thereof. Seats 250

Pohutukawa Room \$350.00 per day or part thereof. Seats up to 200 theatre style.

Somerset Room \$250.00 per day or part thereof. Seats up to 60 theatre style. Seats up to 20 “U” shape.

Additional charges for longer hours are negotiable, and may incur supervisor cost at a rate of \$50.00 per hour or part thereof. All rooms will be set according to client specifications, all table dressed with fine quality linen.

Catering

Menus are available for full day and part day catering. We are quite flexible with menu options and also cater for special dietary requirements with notice for dinner options, we can provide buffet meals with prices ranging from \$38.50 per person (minimum number 40).

Equipment

We can provide you with all your equipment requirements. All equipment is set-up, tested and ready for use prior to arrival. A list of commonly used items and the cost per day follows:

Overhead projector \$45.00	6' Tripod screen \$40.00
Flipchart board + paper \$35.00	Whiteboard + markers \$25.00
Electronic Whiteboard \$130.00	29" Television \$65.00
VCR Video \$50.00	Data Projector \$250.00
Delivery and set up charge \$40.00	



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Beverages

Should you wish to relax a little after work, you can make use of our bar facilities. As responsible hosts, we encourage food with alcohol, and can offer a selection of tasty finger foods for as little as \$8.50 per person.

Accommodation

Accommodation for out of town guests can be arranged through us at a selection of motels or hotels within walking distance of Sorrento. Please contact the office if you wish to use this service.

If you have any special requirements, please let us know how we can assist.

Conference Catering

Our delicious menus are for full day and part day catering. We are quite flexible with menu options and also cater for special dietary requirements with notice. For dinner options, we can provide buffet meals with prices ranging from \$38.50 per person.



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Conference Catering Special

On Arrival

Freshly Brewed Coffee & Tea Selection

Morning Tea

*Freshly Brewed Coffee & Tea
Freshly Baked Muffin or Scones*

Working Lunch

*Chef's Hot Selection of the Day
(to include a selection of two – quiche,
or chicken or fish or beef or pasta)
Gourmet Potatoes Oven Roasted with Olive Oil & Rock Salt*

Seasonal Salads & Condiments

*Selection of Fresh Seasonal Fruits
Sweet Temptation Selection
Orange Juice
Coffee & Tea*

Afternoon Tea

*Freshly Brewed Coffee & Tea Selection
A fresh Slice, Cookie or Biscuit*

Cost per person \$32.00



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Conference Catering

On Arrival

Freshly brewed coffee and a selection of teas: \$3.00 per person.

Morning Tea

*Freshly brewed coffee & tea
Freshly Baked muffins or scones*

\$5.50 per person

Working Luncheon

*Chef's Hot selections of the Day
(to include a selection of two - quiche,
or chicken or fish or beef or pasta)
Gourmet Potatoes Oven Roasted with Olive Oil & Rock Salt*

Seasonal Salads and Condiments

*Selection of Fresh Seasonal Fruits
Sweet Temptation Selection
Fresh Orange Juice
Coffee & Tea*

\$21.00 per person

Afternoon Tea

*Freshly brewed coffee and tea
A sweet slice, cookie or biscuit*

\$5.00 per person

All prices are exclusive of GST.



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Conference Venue Enquiry Form

We hope this form will make it easier for you to book, plan or find out more about holding your function at Sorrento in the Park. If any of the information is not available or is irrelevant at this stage, please just leave those fields blank. To book your conference please fax this form to us at 09 625 1118 or use our online form at www.sorrento.co.nz.

Company: _____

Postal address: _____

Contact name: _____

Phone: _____

Fax: _____

Email Address: _____

Function type: (Conference/Seminar/Workshop/Other)

Function Dates: _____

Numbers (including presenters): _____

Room: (Manukau/Somerset/Pohutukawa/No Preference)

Room Layout: (Theatre/Classroom/U shape with tables/U shape no tables/Other)

Extra breakout tables required? Yes / No How many: _____

Times

Arrival time: _____

Morning Tea time: _____

Lunch time: _____

Afternoon Tea: _____

Drinks/nibbles: _____

Catering

Conference Special?: Yes / No

Bar requirements: _____

Other requirements:

(Overhead projector / Whiteboard / OHP/Screen / Flipchart(s) / TV/Video / Electronic whiteboard / Other)

How did you find out about us?



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Map

