CREATING REMARKABLE EXPERIENCES

AT CLIFTONS, WE’RE MORE THAN JUST EXCEPTIONAL VENUES FOR CONFERENCES, TRAINING, COMPUTER WORKSHOPS AND CORPORATE EVENTS.

We’re seasoned event delivery experts who create remarkable experiences through outstanding service, premium IT infrastructure, chef-made catering and space flexibility.

With venues in prime locations across Australia, New Zealand, Hong Kong and Singapore (and superb affiliates everywhere else), we make seamless global event delivery effortless.

We’re proud that leading companies from all industry sectors have been choosing us to deliver their events since 1997.
PREPARE TO DISCOVER A NEW STANDARD IN EVENT DELIVERY

CLIFTONS MELBOURNE COLLINS STREET ISN’T SO MUCH A VENUE AS IT IS A CORPORATE EVENT AND TRAINING DESTINATION. WITH SUPERIOR TECHNOLOGY, PREMIUM CATERING AND SERVICE THAT LEAVES YOU SMILING, IT’S TIME YOU DISCOVERED JUST HOW EFFORTLESS EVENTS CAN BE.

LET’S TALK NUMBERS
Cliftons Melbourne Collins Street can host events for between 2 and 650 delegates.

| Theatre seating | 250 |
| Exam            | 90  |
| Classroom       | 100 |
| Open Pod (Cabaret) | 100 |
| Boardroom       | 30  |
| U-Shape         | 60  |
| Computer Classroom | 100 |

(Maximum capacities in a single room, based on layout).
HOW WOULD YOU LIKE YOUR LAYOUT?

U SHAPE, CLASSROOM, THEATRE?

We can arrange your room however which way you like it. And if you need it re-arranged (several times) throughout the day, that’s no problem.
SPACES THAT PUT YOU IN ‘THE ZONE’

FUNCTIONAL, CONTEMPORARY, COMFORTABLE.

Spaces in the venue have been designed with your utmost productivity and contentment in mind. Many rooms harness the abundant natural light and views of the city surrounds, whilst offering practical design elements such as acoustically treated walls, whiteboards and 360° magnetic strips for chart display. Ergonomic furniture will keep your delegates comfortable all-day long.

REFRESHING SUPPLEMENTARY AIR CONDITIONING
Feel invigorated in temperatures that enable you to focus.

SWIPE CARD SECURITY
Your privacy is important to us. Instructors will receive a swipe card to lock or unlock the room at their discretion.

THE ESSENTIALS, ALWAYS INCLUDED
You can relax knowing you will arrive to find your room arranged with all the tools you need to get the job done, without the sneaky additional price tag.

Your room always includes:
- HD data projector
- Instructor laptop
- Flip chart and markers
- Whiteboard and markers
- Lollies and water

Delight in thoughtfully designed, people-centred spaces, because in our experience, visually pleasing environments = engaged, productive attendees.
Cliftons Melbourne Collins Street features two spacious breakout areas in which your attendees can mingle over a flat white, dine on freshly prepared cuisine, or simply relax. Breakout areas feature a mix of dining and lounge seating, complimentary tea and espresso coffee facilities, free Wi-Fi, and power sockets. Enjoy views of tree lined Collins Street through the floor-to-ceiling glass windows.

BOOK A BREAKOUT SPACE FOR YOUR NEXT EVENT

Outside business hours, breakout areas transform into ideal entertaining space. Just add canapés.
SPACES FOR EVERY OCCASION
As the largest rooms in the venue, conference rooms are ideal for seminars and large meetings. Spaces and layouts are tailorable to your specific requirements. AV equipment, the latest technologies and secure network connections can all be arranged, along with standard inclusions such as a HD data projector, facilitator laptop and flip chart. Your conference experience can include optional services such as guest registration on arrival, chef-created dining and exquisite canapé networking functions.

IDEAL FOR

- Town Halls
- Product Launches
- Training
- Workshops
- Roadshows
- Regional Meetings
- Special Events
- Sales Kick-Offs
- Industry Briefings
- Tradeshows
- Examinations
CORPORATE EVENT SPACE

Discover a destination for corporate events, with a variety of spaces to suit both formal and relaxed occasions. Choose from large or small rooms, spacious breakout spaces or an entire floor of the venue. Any technology, theming, staging or entertainment equipment you desire will be arranged. Simply relax as your event is delivered seamlessly, from guest registration on arrival to delectable food and flawless service.

IDEAL FOR

- Product Launches
- Celebrations
- Exhibitions
- Breakfast Meetings
- Charity Fundraisers
- Team Building Events
- IT Camps
- Functions
MEETING ROOMS

Functional and private, meeting rooms are available in a variety of flexible sizes and layouts to suit your purpose. Take advantage of services such as in-room video conferencing, administration support services, and technologies to enable you to reach productive outcomes.

Like all rooms at Cliftons, meeting rooms include the essentials such as a data projector, facilitator laptop, flipchart, notepads and pens.

IDEAL FOR

Executive Meetings
Strategy Meetings
Client Meetings
Virtual Meetings
Training
Workshops
Mediation
Arbitration
Interviews
COMPUTER ROOMS

Offering the latest model computers, fast internet and tailored setup, computer rooms allow groups to be connected seamlessly, whether in the same room or across multiple Cliftons sites. Your software and configuration will be prearranged as per your requirements, and a range of options for secure remote network connections are supported.

For a highly secure combination, we can deploy an image (that includes the latest security patches and antivirus) to all computers in the room. Combined with a high-level VPN connection, this removes the need for your users to login with a username and password.

Computer rooms include your choice of a data projector or centre monitor viewing system.

IDEAL FOR

Development Labs
Software Training
Systems Testing
Examinations
Technical Lab Training
IT Training
Remote Training
Online Testing
TRAINING ROOMS

Training rooms have been designed to create the optimum learning environments for your delegates. Enjoy design elements such as whiteboards, wrap around magnetic strips for chart display, and inbuilt data projectors. Your room will include a flipchart and markers, instructor laptop, and notepads. Training rooms are adaptable and can be arranged to facilitate your delivery method.

IDEAL FOR

- Course delivery
- Learning & Development
- Staff Upskilling
- Company wide training
- Client workshops
- Computer Training
- Software Rollouts
- Examinations
EXAMINATIONS

With versatile space, security features and a full suite of inhouse services, discover your go-to destination for computer or paper-based examinations.

Choose from double or single exam desks and computer rooms, and take advantage of invigilation services (exam supervision), bulk printing and exam material handling.
TECHNOLOGY AND SUPPORT

DISCOVER A SUPERIOR IN-VENUE TECHNICAL EXPERIENCE, FROM THE LATEST STATE-OF-THE-ART TECHNOLOGIES TO ADVANCED SUPPORT FOR SECURE NETWORK CONNECTIONS AND COMPUTER ROOM CONFIGURATION.

BRING YOUR OWN DEVICE
All rooms are Bring Your Own Device (BYOD) ready. Enjoy a fast Wi-Fi connection and plenty of dual power USB cubes to plug into. Technical support staff are always on hand to ensure your session is hiccups-free.

VIRTUAL CLASSROOMS AND SEMINARS
Why fly your instructor city to city when they can be in two places at once?
In a Virtual Room, multiple cameras are positioned in your room to allow instructors to teach both local and remote delegates.
Simultaneously, remote delegates can see the instructor, whiteboard and their fellow delegates via multiple video linked screens. These sessions can be arranged either in classroom or seminar layout linking up to 25 sites.

SUPER-FAST INTERNET
How would you run a successful meeting without it? The venue features two separate networks to ensure fast internet service continues in the event of a network failure. An instructor ethernet cable and solid Wi-Fi connection is provided in rooms, along with free guest Wi-Fi in breakout areas.
TECHNOLOGY AND SUPPORT

NETWORK SECURITY
All Cliftons venues are supported by high level logical and physical network security measures to help keep your data secure. Core infrastructure logically separates individual rooms for security, but also allows for multi-room connections if required, both within a venue and across our venues located in different cities. Which leads us to…

MULTI-CITY EVENTS
Cliftons can arrange multi-room network connections across Cliftons venues in different locations. So if you would like to include the Sydney and Singapore office in your event, that’s no problem. Company events occurring across two or more locations simultaneously can be seamlessly linked.

SECURE CONNECTIONS TO YOUR OWN NETWORK
Whatever connection option you employ to connect remotely to your own network, Cliftons IT team are flexible and can work with you to support your desired setup.

WEBINARS
Hosting a webinar is easy when Cliftons take care of the logistics for you. We can manage and record your webinar for up to 1000 participants, including technical setup, customised online attendee registration and reporting on participation.

VIDEO CONFERENCING
Connect with associates far and wide with Cliftons state-of-the-art, high-definition video conferencing system. This technology can be arranged in every room, so talk to us about what works best for you. A single video conference can link up to 100 participants, is mobile friendly, recordable, and allows you to easily share documents and presentations on screen.

ONSITE TECH GURUS
Technical support staff are on hand around the clock, meaning you can relax knowing you’re in safe hands if you require assistance at any point during your session. Techs are backed up by a head office support team who can escalate issues for fast resolution.

REQUIRE ADDITIONAL IT EQUIPMENT OR SERVICES?
We will be happy to arrange it for you, just ask.
CATERING, CANAPÉS AND DRINKS

NOURISH DELEGATES’ BODIES AND MINDS WITH DELICIOUS FOOD, AND YOU’LL REAP THE BENEFITS OF AN ALERT, PRODUCTIVE AND SATISFIED COHORT.

ALL ABOUT CLIFTONS FRESH

Cliftons Fresh is event dining with a difference. All meals are created and prepared by our chef daily in our onsite kitchen to ensure the freshest, most creative dining experience for your attendees. From tempting hot dishes to moreish sandwiches and snacks, you will discover delectable choices to tempt everyone’s tastebuds. No menu is ever the same two days consecutively.

Food should never be an afterthought. It should be a defining part of the experience.
Breakfast

Enjoy a nourishing start to the day with satiating, delectable breakfast. Indulge in a tasty selection of signature café-inspired breakfast favourites such as ‘perfect’ eggs, or nutritious favourites such as fruits, cereals and yogurts.

Your caffeine fix will be on tap with unlimited espresso coffee and tea, along with an awakening selection of fruit juices. Breakout breakfasts are the perfect way to have your delegates arrive refreshed and energised for a day of learning, or meet their fellow attendees in a relaxed setting before the event commences.

Lunch

Reward and replenish with a bountiful array of flavoursome chef-created dishes, zesty seasonal salads and freshly packaged sandwiches with an abundance of delicious fillings.

Your delegates will enjoy an ever-revolving smorgasbord of wholesome, healthy and delectable choices, often inspired by a unique world region day to day.

Cliftons Fresh lunches include options such as hearty dishes and curries, aromatic soups and freshly baked bread. Lunches are served in the breakout area where delegates can unwind, socialise, and enjoy a hot espresso coffee or cold drink.
Savour a satisfying break with healthy snacks and freshly baked goods, made right here in our very own kitchen. Morning and afternoon teas include options such as fruits, yogurts, cheeses, and baked treats. Our chef is continually creating new options for your delegates to try.

Of course no break would be complete without your favourite hot or cold beverage. Help yourself to unlimited espresso coffee and tea, or soothing cold drinks.

**CANAPÉS AND BEVERAGE PACKAGES**

Raise a toast to success with a memorable celebration or networking event in the breakout area. Choose from delectable canapé packages, along with beverage packages that include beer, wine, sparkling, juices, soft drinks and bottled water. Your guests will be waited on all evening by our professional hospitality staff.

**MORNING AND AFTERNOON TEA**

**SPECIAL DIETARY REQUIREMENTS**

The unique design of the Cliftons Fresh experience means that common dietary requirements are catered for with every meal. Enjoy clearly-labelled vegetarian, vegan, gluten-free, dairy-free and peanut free options, without having to make special arrangements.
THE VERY BEST SERVICE ON THE DAY OF YOUR EVENT

OUR DEDICATED VENUE MANAGEMENT TEAM WILL BE ON HAND LOOKING AFTER YOU AND YOUR DELEGATES ON THE BIG DAY. THEY WILL BE THERE TO GREET YOU ON ARRIVAL, ENSURE YOUR DAY FLOWS SMOOTHLY AND SOLVE ANY PROBLEMS FOR YOU AS THEY ARISE. SERVICE EXCELLENCE IS WHAT THEY DO BEST.

EVENT SUPPORT SERVICES OFFERED INCLUDE:

- Guest Registration on arrival
- Administration Support Services
- Bulk Printing and Course Material Handling

If these services are of interest to you, please let us know when booking so that we can make the necessary preparations for your event.

Have a special request? Please just ask. We would be more than happy to accommodate it.

MAKE INSTANT ONLINE BOOKINGS WITH CLIFTONS CLIENT PORTAL

The Cliftons Client Portal is a unique booking system that allows you to create, edit and manage your events online in real time. Reserve your desired dates instantly as they arise throughout the year, add detailed event information, and extract reporting on past and future periods. You can even allow attendees to register and pay online (where applicable).

All events created via the portal are checked and managed by our Central Bookings Team to ensure information accuracy for our delivery teams - and if at any point you’d prefer to talk to a human, the team are just a phone call away with all your event information at their fingertips. The Client Portal is exclusively available for you when you partner with Cliftons.

WANT TO SAVE YOUR BUSINESS MONEY? PARTNER WITH US

Partner with Cliftons for your ongoing corporate space needs, and you’ll enjoy exclusive rates and priority customer status. You’ll also receive access to our Client Portal to easily book events online and secure your required dates instantly as they arise throughout the year.

Discuss the options available with our team.

INTERNATIONAL EVENT SOLUTIONS

Cliftons International Event Solutions make global delivery of conferences, training and events painless. With our international network of venues and trusted affiliates, you can host events all over the world with just a single contact point.

For more information, ask for a Cliftons International Event Solutions handbook.
CLIFTONS
LOCATIONS

NEW ZEALAND
Auckland
Wellington

AUSTRALIA
Adelaide
Brisbane
Canberra
Melbourne – Collins Street
Melbourne – Freshwater Place
Perth
Sydney – Spring Street
Sydney – Margaret Street

ASIA
Hong Kong
Singapore

EVERYWHERE ELSE
International Event Solutions
PREMIUM MELBOURNE CBD LOCATION
Cliftons is located on Collins Street in the centre of the Melbourne CBD, just a ten-minute walk (or even shorter tram trip) to Southern Cross Station or Flinders Street Station. There is a tram stop conveniently located just outside the building.

ADDRESS
Level 1, 440 Collins Street
Melbourne VIC 3000, Australia

CONNECT WITH US
We would be delighted to host your next remarkable event experience. Our friendly team are ready to offer advice or assist with the planning process.

TELEPHONE
AU: 1800 629 088 (free call in Australia)
NZ: 0800 629 088 (free call in New Zealand)
HK: +852 2159 9999
SG: +65 6591 7999

cliftons.com

MAKE AN ENQUIRY