

## **Standard Conference Package**

All Conferences Include:

Hire of Rooms, Pads & Pens, Iced Water & Mints, Tea & Coffee.

### Audio Visual & Conferencing Equipment

- Data Projector \*
- Overhead Projector Screens
- Monitor & Video
- Internet Access\*
- Facsimile & Photocopying\*
- PA System/Microphone (Victoriana Suite)
- Electronic Whiteboard
- Lecterns
- Easel & Flipcharts

(\* Extra Charges Apply)

### **Meal Options**

Harbour View offers a range of meal options to meet your conference needs. Whether it be a short breakfast meeting or a multi-day gathering, Harbour View can cater to your schedule.

### **Refreshments**

Freshly brewed tea & coffee

Morning Tea of Freshly baked muffins, slices or similar

Afternoon tea

### **Buffet Breakfast**

Full Buffet Breakfast is available and consists of: Fruit Juices, Cereals, Fruit compote's, toasts & spreads, plus bacon, eggs, sausages, hash browns, beans or mushrooms & fried tomatoes.

### **Lunch**

Working lunch of assorted sandwiches with a variety of breads and fillings, plus hot finger food, a fruit basket, fruit juice and tea and coffee.