



urban™

ST LEONARDS • SYDNEY

More than a hotel  
HOTELURBAN.COM.AU

# CONFERENCE & EVENTS

Planning Guide

# MORE THAN A HOTEL

Whether it's a product launch, board meeting, corporate conference or team building day, our four light-filled and versatile event spaces are available to meet your every need.

Hotel Urban St Leonards offers event packages to suit every occasion.

Our dedicated events team will work with you to coordinate the room layout that suits your needs, organise your audio visual requirements, create a delicious food and beverage menu and ensure your guests are well looked after throughout their stay.

You'll feel completely at ease with loads of underground parking and close proximity to St Leonard's station.



Our fabulous putting green for delegates to enjoy



# OUR SPACE

## Yin and Yang Rooms

Use Yin and Yang individually for more intimate gatherings, or together as one room for larger events and conferences. Yang Room also provides access to a private courtyard, which is perfect for breaks or a casual lunch.

## Chat Room

For smaller meetings consider our Chat Room which is set up as boardroom-style and has its own private terrace space. Both Yin, Yang and Chat Rooms are equipped with large smart TV's for seamless technology integration.

## Sure Terrace

Sure Terrace is the perfect spot to break away from a corporate meeting and great for a casual evening event. It's also popular for parties providing the feeling of being outdoors, with the comfort of being undercover.

## Event space features include:

- Floor to ceiling windows for natural light
- Wireless internet connectivity
- Access to an outdoor courtyard from Yang and Chat Room spaces
- A gourmet menu selection from onsite Sure Café.
- Premium Nespresso Coffee Machine
- Professionally trained staff to provide advice and assistance
- Plenty of on-site, secure underground car parking



Chat Room



Sure Terrace



Yin and Yang Rooms

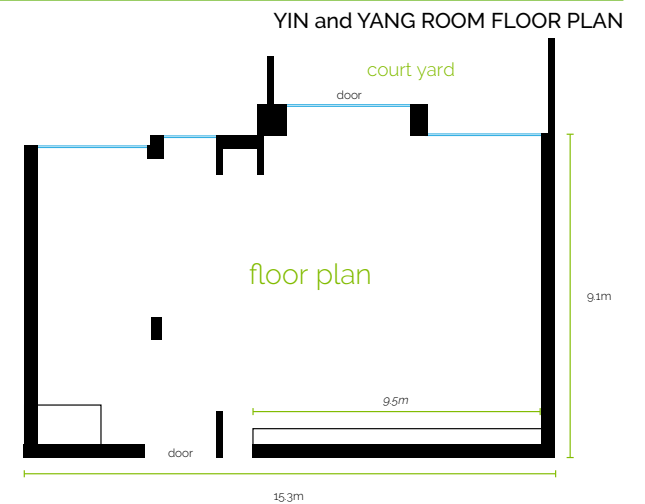
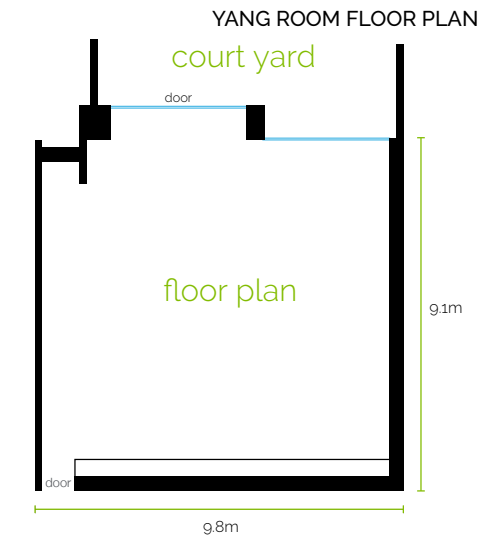
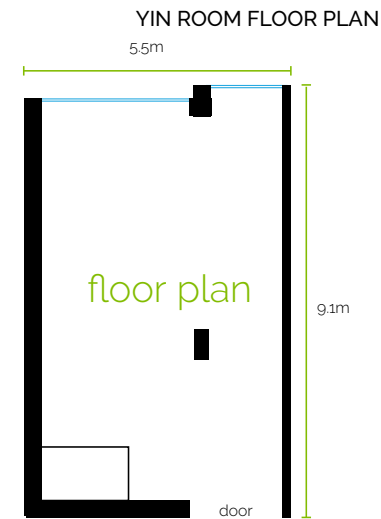
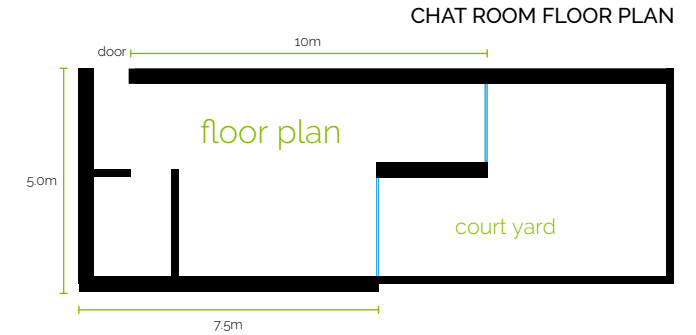


Sure Café

# ROOM LAYOUTS

## ROOM CAPACITIES

ROOM CAPACITIES	YIN	YANG	YIN and YANG	CHAT ROOM
<b>THEATRE</b>	30	60	100	-
<b>CLASSROOM</b>	12	36	50	-
<b>U-SHAPE</b>	15	27	40	-
<b>BOARDROOM</b>	14	22	36	12
<b>CABARET</b>	14	42	60	-
<b>BANQUET</b>	20	60	80	-
<b>COCKTAIL</b>	30	80	110	-
<b>SQ. METRES</b>	50	89	139	41



# MAKE A DAY OF IT

## Full Day Essentials Package | From \$72 pp\*

At Hotel Urban St Leonards we like to do things a little differently. From the fresh, high quality Chef prepared meals, to the finishing touches that make you feel at home.

You will be inspired by our relaxed and chic surroundings and feel completely at ease as we take care of all the little details with our Day Delegate Package priced from only \$72 pp\*.

### Package includes

- Contemporary function spaces
- Floor to ceiling glass windows in all function areas for natural light
- Access to beautifully landscaped private courtyards from Yang and Chat Room spaces
- Professionally trained team who love what they do
- All the usual stuff - notepads, pens that work, ice water, mints etc.
- Delicious lunch options
- Premium Nespresso coffee and T2 teas
- Professional putting green (great for break outs)

*\*Data projector complimentary when booking Yin and Yang rooms combined (minimum numbers apply). Strictly subject to room and rate availability at the time of booking.*



# CANAPES

Addictive bite size pieces of delicious goodness. Treat your mouth to a party of gourmet flavours. Perfect for a more relaxed gathering or a great add-on to a full day event or conference.

**1 Hour** - \$18 pp 4 canapés pp (choice of 2 hot and 2 chilled)

**2 Hour** - \$27 pp 6 canapés pp (choice of 3 hot and 3 chilled)

**3 Hour** - \$36 pp 8 canapés pp (choice of 4 hot and 4 chilled)

## Chilled Savoury Items

- Tasmanian smoked salmon
- Roasted rare beef, quinoa
- Prosciutto rock melon
- Vegetable rice rolls
- Assorted sushi
- Duck spring roll
- Fresh oyster shots - Bloody Mary

## Hot Savoury Items

- Moroccan lamb pie
- Beef red wine pie
- Frittata vegetable squares
- Frittata bacon squares
- Spinach and fetta risotto ball
- Peking Duck strudel
- Curry chicken filo
- Lamb kofta
- Pork and fennel kofta
- Quesadilla chorizo manchego
- Beef Wellington in puff pastry
- Beef empanada
- Prawn gyoza
- Vegetable samosa
- Sausage rolls
- Prawn wonton



## Chilled Sweet Items

- Macarons
- Scones
- Mini cupcake
- Mini friands (GF)
- Petit fours assorted
- Chocolate profiteroles
- Mini pavlova
- Rum balls
- Assorted mini slices
- Mini chocolate tart
- Mini lemon meringue
- Caramel coffee dessert cup
- Tropical dessert cup

# LET'S EAT

Delicious and fresh, our multi-course seasonal menus are carefully designed by our Executive Chef and are sure to be a real crowd pleaser.

Two course set menu - \$49 pp

Three course set menu - \$65 pp

Two course alternate serve - \$55 pp

Three course alternate serve - \$69 pp



*All function menus are served with bread rolls and butter.*

## **Entrées**

### **Traditional Caesar Salad (G\*)**

w/ crispy cos lettuce, anchovies, soft boil egg, parmesan cheese, prosciutto and focaccia croton

### **Chef's Soup of the Day (V)**

### **Classic Prawn Cocktail (GF)**

w/ tomato, guacamole, thousand island sauce, focaccia croton, cos lettuce.

### **Wild Mushroom, Goats Cheese Filo**

w/ eggplant, smoked cauliflower puree, roquette pesto, aged balsamic glaze.

### **Salt and Pepper Squid**

w/ wild roquette, cucumber ribbons, lemon cheek, squid ink aioli.

## **Main**

### **Beef Scotch Fillet**

w/ skordalia mash potato, glazed greens, honey carrot puree and port wine jus

### **Grilled Barramundi Fillet**

w/ chickpea ragout, crushed kipfler potatoes, tropical salsa.

### **Local Pork Cutlet**

w/ pumpkin and potato gnocchi, glazed baby bok choy, honey plum glaze.

### **Love Linguine (V)**

w/ heirloom tomato, picked basil, buffalo mozzarella, shaved parmesan cheese.

### **Chicken Supreme, Thyme and Garlic Spiced**

w/ garlic potato mash, glazed greens, cauliflower puree and port wine jus.

## **Dessert**

### **Layers of Tiramisu**

w/ mascarpone cheese, Dutch cocoa, chocolate wafer

### **Crème Brulee**

w/ rhubarb compot, vanilla ice cream.

### **Trio of Sorbet**

w/ Fresh strawberries

### **Sticky Date Pudding**

w/ butterscotch sauce, vanilla ice cream

### **Deconstructed Pavlova**

w/ fresh cream, berries, kiwi fruit, passion fruit pulp and vanilla ice cream

# REHYDRATE & REFRESH

Unwind or celebrate with a well deserved drink. Whether al-fresco style in the relaxed setting of our Yang courtyard, Sure Cafe or one of our stylish meeting spaces, we have the perfect spot to let down your hair a little (or a lot)

## Standard Beverage Package

1 hour package - \$24 pp

2 hour package- \$30 pp

3 hour package - \$36 pp

### INCLUDES

- Urban sparkling
- Urban red
- Urban white
- James Boags Premium
- James Boags light
- Soft drinks and orange juice

## Premium Beverage Package

1 hour package - \$30 pp

2 hour package- \$36 pp

3 hour package - \$42 pp

### INCLUDES

- Premium sparkling
- Premium red
- Premium white
- Choice of either Heineken or Asahi
- James Boags light
- Soft drinks and orange juice





# ACCOMMODATION

## ROOM OPTIONS

### Urban Twin Room

Complete with flat-screen LCD TV (with Foxtel) all the usual in-room perks and Biology Skincare amenities, featuring a king-size Urban Snorer bed, microfibre mattress topper and luxurious duvet.

### Urban Balcony Room

Our Urban Balcony rooms offer views over Lane Cove from your private balcony. Featuring comfy king-size beds, exclusive Biology Skincare amenities, Foxtel, flat screen LCD TV, "Slow Down" slippers and "Tie Me Up Tightly" bathrobes.

### Urban King

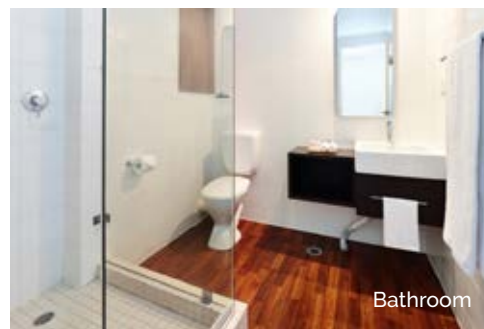
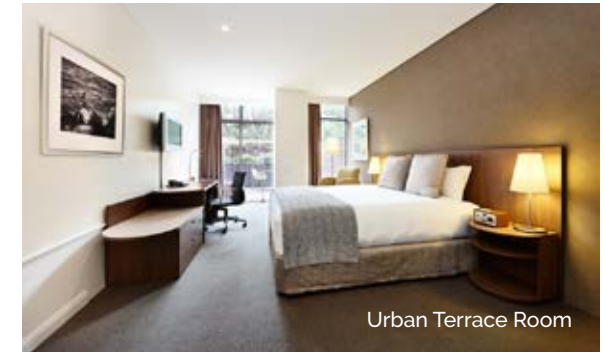
This room offers all you could want – with a flat screen LCD TV featuring Foxtel, and our king size Urban Snorer bed, with specially-crafted pillow-top mattress designed for the ultimate slumber!

### Urban Sweet

Urban Sweet offers 180 degree views over Lane Cove from your spacious private balcony. This room features a single spa bath, comfy king size bed, exclusive Biology Skincare amenities, Foxtel, flat screen LCD TV, "Slow Down" slippers and "Tie Me Up Tightly" bathrobes.

### Urban Terrace Room

Urban Terrace rooms are on the ground floor and have a private furnished outdoor terrace. They feature comfy king size beds, exclusive Biology Skincare amenities, Foxtel, flat screen LCD TV, "Slow Down" slippers and "Tie Me Up Tightly" bathrobes.



# ACCOMMODATION

All accommodation room options offer the latest in hotel facilities:

- Wireless and cable internet
- Reverse cycle air-conditioning
- 24 hour room service
- Refrigerator and 'little fridge' mini bar
- Foxtel
- Hairdryer
- Tea and coffee making facilities
- Iron and ironing board
- Security keycard access
- Secure parking 24 hours (additional cost)
- Same day laundry service (additional cost)
- Exclusive Biology Skincare bathroom amenities
- 24-hour 'Jim' access (our gymnasium)





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## CONFERENCE and EVENTS

For further information regarding holding your next event at Hotel Urban St Leonards, and to arrange a viewing of our exciting event spaces please contact

**Amy on (02) 8436 8919 or**

**Email [events@hotelurbanstleonards.com.au](mailto:events@hotelurbanstleonards.com.au)**