

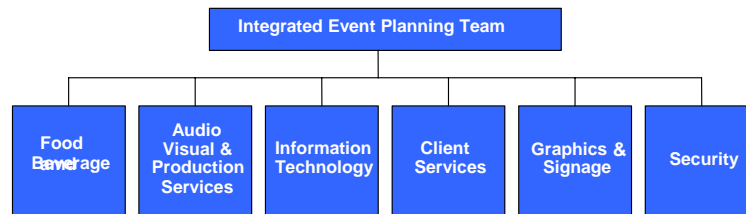


Brisbane Convention & Exhibition Centre welcomes

Humbug

EVENT PLANNING

An experienced professional Event Planning Manager and Audio Visual Project Manager will be assigned to your event and will act as a consultant to assist in the planning and success of your event.



Food and Beverage

Multi-award winning and always cutting edge, Brisbane Convention & Exhibition Centre kitchens can cater for 6 or 6,000. The Centre's track record in catering to events is second to none in Queensland.

Creativity and innovation and the policy of using only the very best fresh Australian produce, together with a special personal culinary flair gives a winning edge to your experience.

Beverages are offered on either Package or Consumption arrangements. The package includes service of premium bottled house wines, sparkling wines, beer and soft drinks at set prices. The consumption option allows you to choose the beverages to be served at your function, and allows you to maintain control over costs by pre-determining an expenditure limit with us prior to your event.

Please note that Brisbane Convention & Exhibition Centre Management has sole rights for sale and distribution of all food and beverage, therefore no food and beverage may be brought into the Centre.

Audio Visual

The Centre's audio visual and production services department is a unique and integral part of our total event delivery process. The difference is that our equipment has been specifically purchased to maximise the Centre's facilities, our highly skilled, creative and technical staff are located on-site.

To enhance your event, the Brisbane Convention & Exhibition Centre offers the following total audio visual and telecommunications solutions.

The Centre provides:

- On-site audio, video, lighting, rigging and audio visual
- Computer graphic and video production facilities
- Australia's only permanent speakers' presentation centre
- Complete generation and management of presenters materials

Please note: It is a policy of the Centre that all audio visual, sound, lighting and production equipment is to be supplied by our in-house professionals.

Audio Visual Recommendation – Plaza Ballroom

\$40.00	DVD Player
\$200.00	Switcher
\$1,300.00	Data projector & 14' Screen
\$1,660.00	Intermediate Lighting pack - inc. 10x PAR Bars, 4 x MACs, Hazer, Stage wash, lectern spots, control
\$1,650.00	Intermediate Audio Pack - suitable for most cover bands
\$1,476.44	Operators x 4
\$632.64	GST
\$6,959.08	Total (price current for 2006-2007 financial year)

Innovative Graphics and Signage

The Brisbane Convention & Exhibition Centre is the only centre in Australia with its own dedicated in-house Graphics and Signage Team.

The creative team behind the Graphics and Signage Department provides a one-stop-shop for all the promotional, display and exhibition material your event requires.

Security

The Centre's priority is the safety and security of its delegates, visitors and guests.

The Centre has 24/7 security presence and protection with surveillance cameras and a highly trained security/first aid team. **Our team will assess and advise on all security needs for your event.**

Cutting Edge Information Technology

The Brisbane Convention & Exhibition Centre's highly skilled IT team is focussed on providing services at the forefront of world class technology.

Whether the requirement is for a simple internet line or a large network, our IT team will explain the options and find solutions.

TRANSPORT OPTIONS TO BRISBANE CONVENTION & EXHIBITION CENTRE

Brisbane Convention & Exhibition Centre enjoys direct access to all forms of public transport, with a number of additional options. Transportation options include: city train, river ferries, buses, taxis and under cover car parking to cater for 1600 vehicles at \$12.00 per exit.

QUOTATION & TERMS

Room Hire

15 January 2009

Plaza Ballroom Room, Plaza Ballroom foyer

@ **\$14,110.00** per full day – your access **0700-2359**

Complimentary room hire will apply should you reach a minimum food and beverage spend of \$56,440.00.

There is a sliding scale applicable should spend or attendance numbers alter.

*Please note: Prices detailed are valid for the dates and hire periods as stipulated above.

Complimentary services included:

- Dedicated Event Planning Manager
- Dedicated Floor Co-ordinator
- Dedicated Audio Visual Project Manager
- Client Services Centre
- Convention Centre main reception desk staff
- Electronic signage on video monitors located throughout the Convention Centre
- Personalised signage outside each room
- Initial set up of room - **Banquet style**
- 1 x registration table and 2 chairs
- 2 x display boards for signage, posters etc (2.4m x 1m)
- 1 x standard stage (40'x24')
- Dance floor (10mx10m)
- 1 x skirted head table and chairs
- 2 x menu cards per table for dinner or lunch
- 2 x complimentary car park passes for the Event Organiser

Availability: Room is available as at the date of this proposal. At this stage, a reservation has not been made for your event. Please contact me at your earliest convenience should you wish to reserve this room.

Food and Beverage

As a bench mark for your event catering, you may expect food and beverage expenditure as detailed.

- **Canapés** from \$3.50 - \$4.00 per person
- **Entrée** from \$14.50 - \$26.00 per person
- **Main Course** from \$29.50 - \$38.50 per person
- **Alternate service fee** @ \$3.30 per person (applies to main course only)
- **Dessert** from \$10.50 per person
- **Coffee and Tea** from \$2.90 per person
- **Beverage Package** from \$34.00 per person for 5 x hours

- Room rental quoted above is valid to **30 June 2009**. Please allow an increase of 3-5% per annum thereafter.
- Food and beverage prices are valid to **30 June 2007**. For budgeting purposes, please allow an increase of 3-5% per annum thereafter.
- Food and beverage waivers on room hire are applicable only to the rooms where food and beverage is served.

Confirmation

On receipt of written confirmation, a Contract Details Form will be forwarded for completion. This form confirms your intention to proceed and ensure correct signatory and details for preparation of your event contract.

The contract will be issued to the signatory in duplicate. A signed copy must be returned to the Centre along with deposits required.

Please note, your event will not proceed without the return of the signed event contract.

Deposits

The following deposit structure will be outlined in your contract:

40% of total gross room hire	on confirmation of reservation
60% of total gross room hire	1 month prior to the event

These deposits are non-refundable.

Please note: that these deposits are based on the full room hire fee, and all monies paid will be deducted from the final amount owing.

Pre Payment Policy

Estimated costs for food and beverage, technical and other service charges, less any applicable rental waivers, are payable seven (7) days prior to your event. If the actual cost exceeds the estimated costs, you will be invoiced for the balance within seven (7) days. Should the actual cost be less than the estimated cost, the difference will be refunded to you after the event.

Event Numbers

Information regarding room set-up, menu and audio visual equipment is required one month prior to your event. Number of guests will need to be confirmed three (3) working days prior to the event. This is the minimum number of guests we will cater and charge you for, with the exception of additional arrivals.