



Meeting @ NOVOTEL



SYDNEY DARLING HARBOUR

1

VENUE &
MEETING ROOMS

2

CONFERENCE
PACKAGES

3

CATERING
MENUS

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ADDITIONAL
INFORMATION



1

- Location and Facilities
- Floor Plans
- Conference Room Capacity

Proudly located in one of the world's great waterfront destinations, Novotel Sydney on Darling Harbour is a modern and stylish hotel offering stunning views of Darling Harbour and the city skyline. There is always something happening in Darling Harbour; concerts, street performers, family fun days or dine al fresco at one of the many restaurants, bars and cafes.



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Location and Facilities

525 Accommodation Rooms, 7 Meeting Rooms

Novotel Sydney on Darling Harbour provides meeting space for intimate board meetings to residential events of up to 200 delegates. With city skyline views and outdoor terraces, the hotel provides meeting planners flexibility within a central location. The hotel also partners with other unique venues creating memorable events in the heart of Sydney's prime business and tourism precinct, Darling Harbour.

With the modern comforts of the 4.5 star Novotel and the value of the 3.5 star Ibis (in all comprising 781 rooms), Accor's Darling Harbour hotels offer the best choice of accommodation, style and price. Our sales team are experienced and professional meeting planners and are on hand to recommend the right venues, menus and services to ensure your event is a complete success.

Connected via undercover walkway to Sydney Convention and Exhibition Centre with a direct monorail link to the CBD, Novotel Sydney on Darling Harbour is an ideal choice for corporate travellers and conference groups. The hotel also offers an in-room yoga channel, gymnasium and outdoor pool to ensure you stay connected with your health regime whilst away on business.

For those with a love of the outdoors, we have developed a jogging map, providing you with a clear route for a rejuvenating stroll or run. Our buffet breakfast in Dish, A Restaurant, is also full of healthy choices, including organic whole fruits, organic muesli, freshly squeezed juices and sliced seasonal fruits.

Features

3 boardrooms and 4 multi-purpose event rooms

High speed internet connections

Natural lighting

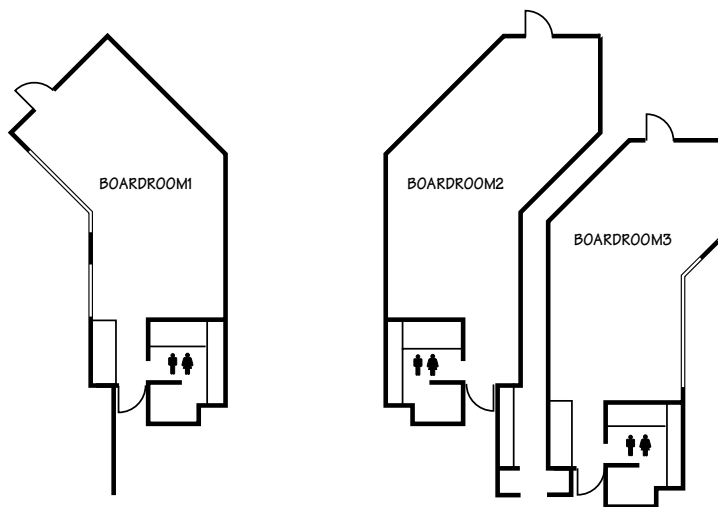
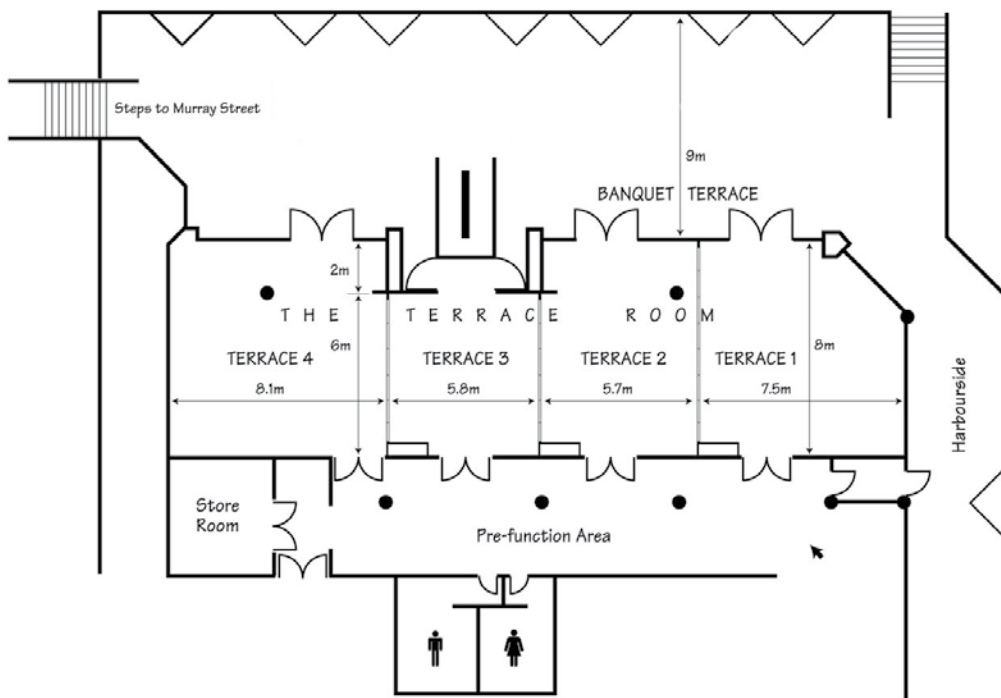
Onsite audio visual and production service company

Onsite paid parking



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Floor Plans





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Conference Room Capacity

Room Name	Height m	Area m ²	Theatre	Board-room	U-Shape	Class-room	Cabaret 8 per table	Banquet without dance floor	Banquet with dance floor	Cocktail
Terrace 1	3.3	60	40	20	20	27	24	30	-	60
Terrace 2	3.3	46	-	15	15	-	-	-	-	-
Terrace 3	3.3	35	-	15	15	-	-	-	-	-
Terrace 4	3.3	68	45	20	20	25	32	40	-	80
Terrace 1&2	6.6	106	50	30	35	45	40	50	30	100
Terrace 2&3	6.6	81	40	20	20	30	24	30	30	50
Terrace 3&4	6.6	103	60	30	26	40	40	50	40	100
Terrace Rooms	3.3	209	180	-	-	100	104	130	110	250
Boardroom 1	2.75	25	-	12	-	-	-	-	-	15
Boardroom 2	2.75	33	-	12	-	-	-	-	-	15
Boardroom 3	2.75	25	-	12	-	-	-	-	-	15
Harbourside	2.75	42	30	18	16	20	24	30	-	50
Pool Area	-	-	-	-	-	-	80	-	-	100
Outdoor Terrace	-	-	-	-	-	-	100	-	-	100

Restaurant / Bar	Event Space	Number
Dish, A Restaurant	Indoor dining	Seating for 250
@ the hotel bar	Indoor bar / outdoor terrace / pool	Capacity for 100





2

Full Day Conference Package

\$79.00 per delegate per day

**Minimum 6 Delegates for Boardrooms and
15 Delegates per section of the Terrace Room**

Catering

Arrival Tea and Coffee:

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas

Morning Tea:

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas served with chef's selection of morning snack

Buffet Lunch:

Selection of 5 hot dishes, antipasto, salads, bread rolls, fresh fruit, cheese platter and juice

Afternoon Tea:

Freshly brewed Nespresso coffee and a selection of traditional and herbal teas served with chef's selection of afternoon treat

Main Conference Room Hire

Novotel note pads, pens, iced water

Healthy choice individual snacks

Bowl of seasonal whole fruit

Whiteboard, flipchart and projection screen





CONFERENCE PACKAGES

Meeting @
NOVOTEL

2

Half Day Conference Package

\$72.00 per delegate per day

08:30hrs – 13:30hrs or 11:30hrs – 17:00hrs

**Minimum 6 Delegates for Boardrooms and
15 Delegates per section of the Terrace Room**

Catering

Arrival Tea and Coffee:

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas

Morning Tea or Afternoon Tea (depending on which half day chosen):

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas served with chef's selection of morning snack

Buffet Lunch:

Selection of 5 hot dishes, antipasto, salads, bread rolls, fresh fruit, cheese platter and juice

Main Conference Room Hire

Novotel note pads, pens, iced water

Healthy choice individual snacks

Bowl of seasonal whole fruit

Whiteboard, flipchart and projection screen



1

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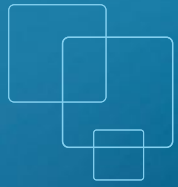
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Conference Packages

Working Lunch

For delegates who wish to have lunch outside their room.

Minimum 10 delegates.

Additional \$3.50 per delegate on top of the Conference Package

Selection of sandwiches, wraps, a hot savoury dish, antipasto, four salads, fresh fruit, cheese platter and juice

Buffet Lunch

For delegates who wish to have a private buffet lunch outside their room.

Minimum 20 delegates.

Additional \$3.50 per delegate on top of the Conference Package

Selection of 5 hot dishes, antipasto, four salads, fresh fruit, cheese platter and juice

Daily Buffet Menu included in the Conference Package
or \$45.00 per delegate with Room Hire Only

Menu is subject to change due to availability.





2

Conference Packages (continued)

Monday

Roasted free range chicken with lemon and thyme
Baked perch fillets with fennel seeds
Cauliflower cheese triangles
Honey roasted pumpkin and sweet potato
Vegetable ratatouille
Three bean medley
Tomato and bocconcini
German potato salad
Mixed leaves with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice

Tuesday

Braised lamb shoulder with capsicum and olives
Beef and red wine ragout
Quiche
Spinach and ricotta ravioli with Napoli sauce
Broccoli and almonds
Hawaiian rice salad
Rocket, pear and parmesan salad
Beetroot and orange salad
Mixed leaves with vinaigrette
Antipasto x 4

Cheese
Fruit
Bread rolls
Juice

Wednesday

Steamed perch with lemongrass and ginger
Hoisin roasted pork neck
Tofu and noodle stir fry
Aromatic jasmine rice
Stir fry vegetables with soy and sesame dressing
Moroccan couscous
Coleslaw
Tomato, red onion and basil salad
Mixed leaves with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice

Thursday

Pot roasted King Island sirloin
Lamb and rosemary hot pot
Mushroom frittata
Steamed chat potatoes with butter and chives
Chickpea and tomato ragout
Penne pasta



2

Conference Packages (continued)

Greek salad
Pumpkin and semi-dried
tomato salad
Mixed leaf with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice

Friday

Baked fish fillets with celery
and eschallots
Roasted pork loin
Cauliflower cheese triangles
Risoni pesto pasta
Honeyed carrots
Creamy potato salad
Spiced red cabbage
Three bean medley
Mixed leaves with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice

Saturday

Chermoula chicken
Lamb korma
Kidney bean, chilli and
coriander casserole

Braised basmati rice
Baked eggplant wedges
Moroccan couscous
Cucumber, yoghurt and mint salad
Chickpea salad
Mixed leaves with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice

Sunday

Steamed fish with lemon
gremolata
Roast beef with horseradish jus
Quiche
Golden roast potato
Baked zucchini with parmesan
and parsley
Rice noodle salad
Baby spinach and peach salad
Beetroot and fetta salad
Mixed leaves with vinaigrette
Antipasto x 4
Cheese
Fruit
Bread rolls
Juice



2

Conference Packages (continued)

Recharge your Batteries

Tea and Coffee – \$5.00 per delegate

Kick start the day with freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas

Tea and Coffee with Gourmet Biscuits – \$7.50 per delegate

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas with a selection of gourmet biscuits

Refreshment Selections – \$12.00 per delegate

Freshly brewed Nespresso coffee and a selection of Dilmah traditional and herbal teas served with chef's selection of morning and afternoon treat

Upgrade to a bottle of water – \$4 per delegate



2

Conference Packages (continued)

Upgrade your Morning or Afternoon Tea break for \$5.50 per delegate

Health Kick

Berry smoothie's

Frozen yoghurt's

Melon kebabs drizzled with passionfruit pulp

Charge Me Up

Red Bull

Museli and nut bars

Banana's (Natures Own energy bar)

Cover Me in Chocolate

Chocolate mud cake

Chocolate chip cookies

Chocolate milkshake





3

- Breakfast
- Morning and Afternoon Break
- Lunch
- Cocktail Food and Canapés
- Buffet Options
- Dinner Menus
- Beverage packages





3

Breakfast Menus

Quick Start – \$17.00 per delegate

Chilled juice
Fruit muffins
Danish pastries
Seasonal fruit platter
Coffee and tea

Continental Breakfast – \$24.00 per delegate

(minimum 15 delegates, served buffet style)

Chilled juice
Cereal selection
Homemade bircher muesli
Bakery basket of Danish pastries, muffins and croissants
Fruit loaf
Platters of seasonal fruit
Homemade yoghurt
Coffee and tea

Plated Breakfast – \$32.00 per delegate

(minimum 20 delegates)

The above Continental Breakfast plus one of the following plated individually:

Scrambled eggs, bacon, sausage, hash brown, mushroom and tomato

Smoked salmon, scrambled eggs, wilted baby spinach on toasted Turkish bread

Double smoked ham, poached eggs, English muffin, semi-dried tomato hollandaise



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Breakfast Menus (continued)

Health Conscious Breakfast – \$24.00 per delegate

(minimum 15 delegates, served buffet style)

Fresh juice

Organic museli

Organic banana bread

Multi fibre muffins

Spiced fruit compote

Sliced melons and yoghurt

Darling Breakfast Buffet – \$29.50 per delegate

(minimum 20 delegates, served buffet style)

Fresh juice

Selection of cereals

Danish pastries and croissants and muffins

Fruit yoghurt

Bircher muesli

Diced melon bowl

Scrambled eggs

Grilled bacon

Chipolatas

Sautéed mushrooms

Golden herbed potatoes

Roasted roma tomatos





3

Lunch and Dinner Menus

For food as good as it looks, our versatile lunch and dinner menus are designed to satisfy all your delegates. From gala dinners to cocktail parties and everything in between, we will work with you to ensure everyone is satisfied!

Lunch and Dinner Menus

Buffet Menus

Cocktail Parties

Beverage List

Make Your Own

Make your own menu from the list of courses below.
Please choose one or two dishes from each course.

2 Courses – \$58.00 per delegate (not including beverages)

3 Courses – \$68.00 per delegate (not including beverages)

Please note the below menu is seasonal and subject to change without notice.





3

Lunch and Dinner Menus (continued)

Entreés

Darling Harbour seafood chowder

Rocket leaf salad, charred capsicums, pine nuts, olive pesto

Lime and chilli prawn salad, chicory and snow pea sprouts with a honey lime dressing

Pumpkin agnolotti, roasted roma tomato sauce, basil olive oil

Tasmanian smoked trout, goats cheese croute, frisee lettuce and onion jam

Novotel caesar salad, pancetta, parmesan crouton

Soy glazed duck and mango salad, watercress and snow peas, orange and black sesame dressing

Thai beef salad, glass noodles and bean sprouts, nam jim dressing

Mains

Harrissa spiced chicken breast with preserved lemon couscous and cucumber and garlic yoghurt

Crispy skin atlantic salmon, bok choy and gai larn drizzled with a sesame and soy dressing

Beef fillet, spring onion mash, forest mushroom sauce and crispy leeks

Barramundi, asparagus spears, baby jacket potatoes and a light hollandaise

Haloumi and walnut risotto infused with white truffle oil

Char-grilled Berkshire pork cutlet, sautéed broccolini and fondant potato accompanied by a wild thyme and red current jus

King Island sirloin with garlic roasted potatoes, green peppercorn sauce and roasted truss cherry tomatoes

Char-grilled vegetable strudel, roasted olives and blue cheese cream



3

Lunch and Dinner Menus (continued)

Desserts

Fresh fruit pavlova with a passionfruit compote

Chocolate and almond pudding with ganache and double cream

Sticky date pudding, caramel sauce and vanilla bean ice cream

Tiramisu – classic Italian dessert of coffee soaked sponge fingers and sweet marscapone

Baby raspberry cheese cake with mixed berry jam and whipped cream

Try me trio – white chocolate and raspberry mousse, chocolate pyramid and blueberry cheese cake

Premium Australian cheese plate, dried fruits and roasted walnuts

Fresh seasonal fruit plate and mango sorbet

All desserts served with fresh coffee and Dilmah teas

Optional Side Dishes

To be served to the table
(\$9, serves 4 delegates)

Steamed market vegetables

Creamy mash potato

Steamed new potatoes

Toasted broccoli and almonds

Garden salads with white balsamic dressing

Cos lettuce, parmesan and pear salad





3

Buffet Menu 1

\$59.00 per delegate

(minimum 30 delegates)

- A selection of grilled antipasto
- Platters of cold and cured meats
- Chef's selection of 4 salads with dressings
- Freshly baked bread basket
- Pepper crusted sirloin of beef with a red wine jus
- Baked market fish fillets with lemon and coriander
- Green Thai chicken curry
- Jasmine rice
- Roasted root vegetables
- Steamed seasonal greens
- Selection of cakes
- Sliced fruit platters
- Freshly brewed coffee and selection of Dilmah teas





3

Buffet Menu 2

\$89.00 per delegate

(minimum 40 delegates)

A selection of grilled antipasto:

Delicatessen smoked and cured meats

Chef's selection of 5 salads

Dressings, pickles and condiments

Bakers basket of rustic breads

Selection of seafood including:

King prawns

Sydney rock oysters

Greenlip mussels

Blue swimmer crab

Smoked salmon

BBQ octopus salad

Prime ribeye of beef with a horseradish mustard seed jus

Whole baked fish fillets with a chardonnay reduction

Chicken breast fillets with a wild mushroom sauce

Pesto baked chat potatoes

Steamed green vegetables

Pumpkin ravioli with wilted spinach

Selection of gateaux and pastries

Sliced fruit platter

Cheese board, dried fruit compote

Freshly brewed coffee and selection of Dilmah teas





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BBQ Buffet Menu 1

\$64.00 per delegate

(minimum 30 delegates)

Bakers bread basket

Potato salad

Couscous salad

Tossed salad

Greek salad

Baby beetroot

Scotch fillet steaks

Lamb and rosemary sausages

Grilled marinated chicken breast

Grilled onions

Garlic roasted chats

Grilled vegetable kebabs

Chef's selection of pastries

Pavlova

Sliced fruit platter

Freshly brewed coffee and selection of Dilmah teas





3

BBQ Buffet Menu 2

\$89.00 per delegate

(minimum 30 delegates)

- Bakers bread basket
- Potato salad
- Couscous salad
- Tossed garden salad
- Greek salad
- Baby beetroot
- Fresh prawns and Sydney rock oysters
- BBQ prawn skewers
- Scotch fillet steaks
- Lamb and rosemary sausages
- Marinated chicken breast
- Grilled market fish
- Grilled onions
- Garlic roasted chats
- Grilled vegetable kebabs
- Selection of gateaux and pastries
- Pavlova
- Fresh sliced fruit platter
- Freshly brewed coffee and selection of Dilmah teas





3

Cocktail Parties

Whether you are planning a stylish soiree, an evening networking event or need to get your delegates together prior to a gala dinner, Novotel has a catering package that will compliment your plans. Prices as per below – select your preference from below or leave it to us to design a menu for you.

All Cocktail Party packages require a minimum of 30 delegates.

Pre-Dinner Rendezvous – \$14.00 per delegate

Available for pre-dinner drinks prior to an onsite dinner (30mins):

2 cold canapés

1 hot canapé

Evening Soiree – \$26.00 per delegate

Recommended for networking event (60 mins):

3 cold canapés

3 hot canapés

Cocktail Reception – \$32.00 per delegate

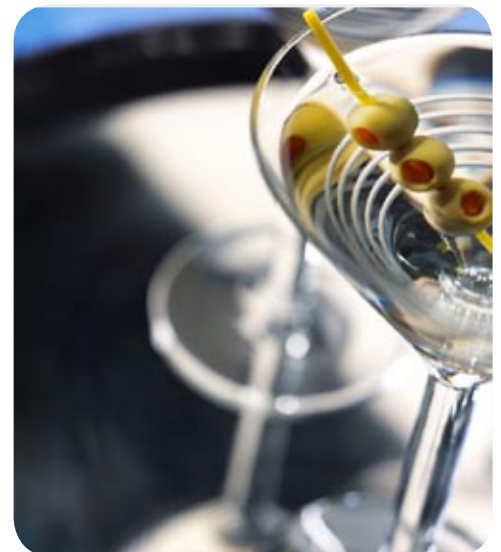
Light catering (120 mins):

5 cold canapés

4 hot canapés

Build Your Own Canapé Party – POA

Minimum 6 canapes per delegate





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Cocktail Parties (continued)

Canapés Cold – \$4.00 each

- Rock oyster with a vodka bloody mary shot
- French onion tart with goats cheese
- Vietnamese vegetarian spring rolls
- King prawn and spiced avocado tartlet
- Thai beef salad in Chinese spoons
- Nori rolls served with pickled ginger and wasabi soy
- Vine tomato and pesto bruschetta
- Smoked salmon on rye with cucumber and horseradish
- Duck breast on sesame pastry

Canapés Hot – \$5.00 each

- Tempura prawns and mirin soy
- Tandoori lamb skewars and mint yoghurt
- Sweet potato samosa and cumin chilli sauce
- Pumpkin and spinach calzone
- Mini shepherds pie
- Cocktail spring rolls and roasted garlic soy
- Chicken skewers with peanut and coconut relish
- Zucchini and cardamom fritters with tomato chutney
- Vegetable tempura with chilli sauce

Noodle Boxes – \$12.00 each

- Stir fried hokkien noodles with vegetables and a chilli oyster sauce
- Thai chicken curry with jasmine rice
- Fish and chips





3

Beverage Packages

Our Beverage Package gives you a set price per person for a period of 1 to 4 hours. This is a perfect option if you have a budget you want to stick to.

Standard Beverage Package

Bancroft Brut
Bancroft Semillon Chardonnay
Bancroft Cabernet Merlot
Toohey's New
James Boags Light
Juice and soft drink

1 hour service \$22.00 per person
2 hour service \$27.00 per person
3 hour service \$31.00 per person
4 hour service \$37.00 per person

Premium Beverage Package

The Lone Fig Brut
The Lone Fig Semillon Sauvignon Blanc
The Lone Fig Shiraz
Hahn Super Dry
James Boags Light
Toohey's New
Juice and soft drink

1 hour service \$27.00 per person
2 hour service \$34.00 per person
3 hour service \$39.00 per person
4 hour service \$44.00 per person

Deluxe Beverage Package

Bay of Stones Sparkling
Bay of Stones Sauvignon Blanc
Bay of Stones Chardonnay
Bay of Stones Shiraz
Bay of Stones Merlot
James Boags Premium
James Boags Light
Hahn Super Dry
Juice and soft drink

1 hour service \$31.00 per person
2 hour service \$36.00 per person
3 hour service \$41.00 per person
4 hour service \$45.00 per person

Make Your Own

Ask your conference coordinator to design a package that suits you or check out our wine menu and select your own beverages (charged on consumption).



4

Audio Visual and Technical Services

Fairchild Multimedia – Our Audio Visual Partner

Successful events don't just happen – they are created and executed by a professional meeting planner and their AV partner. With Fairchild you can relax knowing that every last detail will be addressed. You can concentrate on what is important – taking care of your attendees.

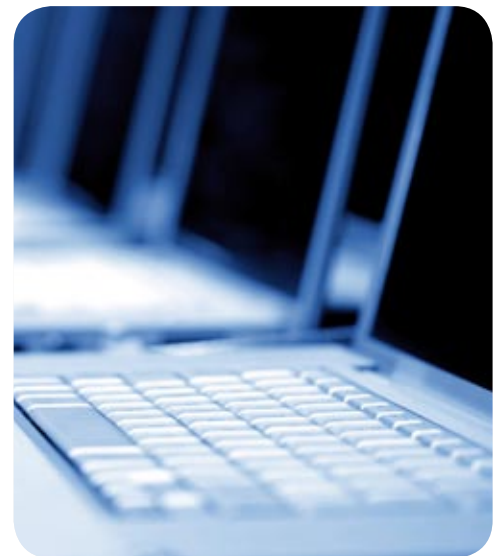
At Fairchild Multimedia we are committed to the success of your conference, seminar or meeting.

Audio Visual Equipment

The following audio visual equipment is available for hire:

- Monitors and VCR's
- Multimedia data projector
- Computer accessories
- Projection screens
- Audio systems
- Audio accessories
- Conference equipment

Prices to be confirmed with Fairchild Multi Media on enquiry of booking and depending on set up requirements.





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Accommodation

Proudly located in one of the world's great waterfront destinations, Novotel Sydney on Darling Harbour is a modern and stylish hotel offering stunning views of Darling Harbour and the city skyline.

There is always something happening in Darling Harbour; concerts, street performers, family fun days or dine al fresco at one of the many restaurants, bars and cafes.

Novotel Sydney on Darling Harbour is spacious and light-filled, with a choice of 525 guest rooms and suites many with view across Darling Harbour to the city skyline.

Together with every modern convenience, blackout blinds and wireless internet, large dedicated work spaces ensure all business is efficiently addressed. All rooms feature a comfortable bed, a soft duvet, harmonious colours and the promise of a great night's sleep.

We will gladly organise rates for your conference attendees. Please speak to our conference sales team with regard to your accommodation requirements.

