

MGSM CBD Executive Conference Centre

Thank you for your interest in the MGSM CBD Executive Conference Centre as a venue for your next event.



The MGSM CBD Executive Conference Centre is a dedicated modern purpose-built learning centre offering state-of-the-art conferencing facilities and first-class service in the heart of the city.

MGSM CBD Campus is ideally located at 37 Pitt Street, Sydney, right in the heart of Sydney's Central Business District and only a short walk from Circular Quay, the Harbour Bridge, Opera House, historic Rocks District, Botanical Gardens, Pitt Street shopping district and the beauties of Sydney Harbour. Travelling to MGSM by public transport is quick and easy – situated within walking distance of Circular Quay and Wynyard rail stations as well as the major bus and ferry terminals at Circular Quay and only 25 minutes via taxi or public transport from Sydney's Domestic and International Airports

We look forward to working with you on your proposed event.

If you have any further queries or if you would like to visit us here at the MGSM CBD Executive Conference Centre, please do not hesitate to contact us via conferences@mgsm.edu.au or freecall on **1800 800 803**.


EXECUTIVE
CONFERENCE CENTRES



DAY CONFERENCE PACKAGE

\$85.00 per person

(Minimum numbers and room allocation apply*)

ON ARRIVAL

Espresso Coffee, an Assortment of Hot or Iced Tea and Chilled Orange and Apple Juices

MORNING TEA

Fresh Fruit and Chef's Selection of Bakery Items

Espresso Coffee, an Assortment of Hot or Iced Tea, Chilled Orange and Apple Juices

LUNCH

Choose from one of the following options – includes Chef's Salad, Seasonal Fresh Fruit, Juice, Tea and Coffee:

OPTION 1 – Gourmet Sandwich

Served on a variety of Freshly Baked Breads

Fillings include Tuna and Shallot, Egg Mayonnaise, Nut Crusted Chicken, Thai Beef, Tandoori Chicken, Smoked Salmon, Mild Salami, Double Smoked Ham, Crispy Bacon and Chargrilled Vegetables

OPTION 2 – Toasted Turkish

Sesame and Cumin Seed Turkish Bread

Fillings include Crispy Bacon, Avocado and Cheese Melt, Beef Steakhouse Melt, Tuna Melt, Tomato, Ham and Cheese Melt, and Chargrilled Vegetables and Hummus Melt

OPTION 3 – Hot Ciabatta Rolls

Fillings include Roast Beef and Onion Marmalade, Tandoori Chicken, Tzatziki and Rocket, Roast Turkey, Melted Brie and Cranberry, Nut Crusted Chicken, Rocket and Pesto Mayonnaise, Veal Schnitzel, Salsa and Cheese and Roasted Vegetable, Feta, Hummus and Spinach

OPTION 4 – Mini Burger

Fillings include Chicken with Pesto and Rocket, Moroccan Lamb with Hummus, Mixed Greens and Roasted Capsicum, Chilli Beef Served with Guacamole and Cheese, Vegetarian with Cheese, and Wedges with Sour Cream and Sweet Chilli

AFTERNOON TEA

Fresh Fruit and Chef's Selection of Bakery Items

Espresso Coffee, an Assortment of Hot or Iced Tea, Chilled Orange and Apple Juices

MEETING ROOM

One Meeting Room equipped with Data Projection Unit
Symposium, Computer and Lectern
A Lapel or Hand Held Microphone
Flip Chart Easel and Paper, Whiteboard and Markers
Conference A4 Note Pads and Pens, Chilled Water and Mints
Wireless Internet
Small Syndicate Room

*** \$100.00 flat rate applies for all catering on weekends**

PREMIUM CONFERENCE PACKAGE

\$95.00 per person

(Minimum numbers and room allocation apply*)

ON ARRIVAL

Espresso Coffee, an Assortment Hot or Iced Tea, Chilled Orange and Apple Juices

MORNING TEA

Fresh Fruits and Chef's Selection of Bakery Items

Espresso Coffee, Assortment of Hot or Iced Tea, Chilled Orange and Apple Juice

LUNCH

Choose from one of the following hot buffet options:

Asian, Mediterranean, Spanish, Indian, Italian or Ploughman's Deli

All served with Salad Selection, Fresh Seasonal Fruit, Delicious Cakes, Slices, Juices, Tea and Coffee

AFTERNOON TEA

Fresh Fruit and

Chef's Selection of Bakery Items

Espresso Coffee, an Assortment of Hot or Iced Tea, Chilled Orange and Apple Juices

MEETING ROOM

One Meeting Room equipped with Data Projection Unit

Symposium, Computer and Lectern

A Lapel or Hand Held Microphone

Flip Chart Easel and Paper, Whiteboard and Markers

Conference A4 Note Pads and Pens, Chilled Water and Mints

Wireless Internet

Small Syndicate Room

*** \$100.00 flat rate applies for all catering on weekends**

DAILY CONFERENCE ROOM HIRE

Seminar Rooms 1, 2, 3 and 4	\$930.00
Seminar Room 3/4	\$1350.00
Executive Boardroom	\$700.00
Syndicate Rooms 1, 2, 4, 5, 6, 7 and 8	\$370.00
Syndicate Room 3	\$450.00
Syndicate Room 9	\$500.00

**All Meeting and Breakout Rooms have Ample Natural Light
(except for Seminar 2, Syndicate 8 and 9)
and Ergonomic Chairs for Your Added Comfort**

Included Complimentary as Part of Conference Room Hire:

Data Projector and Screen or 42" LCD Screen
Symposium, Computer and Lectern
A Lapel or Hand Held Microphone
Flip Chart Easel and Paper
Whiteboard and Markers
Conference A4 Note Pads and Pens
Chilled Water and Mints
Wireless Internet



CONFERENCE ROOM CAPACITIES

Conference Room	Area (m ²)	Height (m)	Theatre	Classroom	U Shape	Clusters	Boardroom	Room Hire
Seminar Room 1	108	3	90	48	24	48	18	\$930
Seminar Room 2	95	3	65	40	20	40	18	\$930
Seminar Room 3	80	3	55	40	20	36	16	\$930
Seminar Room 4	80	3	50	40	20	36	16	\$930
Seminar Room 3/4	160	3	130	85	36	72	36	\$1350
Executive Boardroom	23	3	–	–	–	–	10	\$700
Syndicate Room 1, 2 and 5	16	3	8	6	6	6	6	\$370
Syndicate Room 3	28	3	15	12	10	10	12	\$450
Syndicate Room 4, 6, 7 and 8	12	3	10	6	6	6	6	\$370
Syndicate Room 9	35	3	18	10	12	12	12	\$500



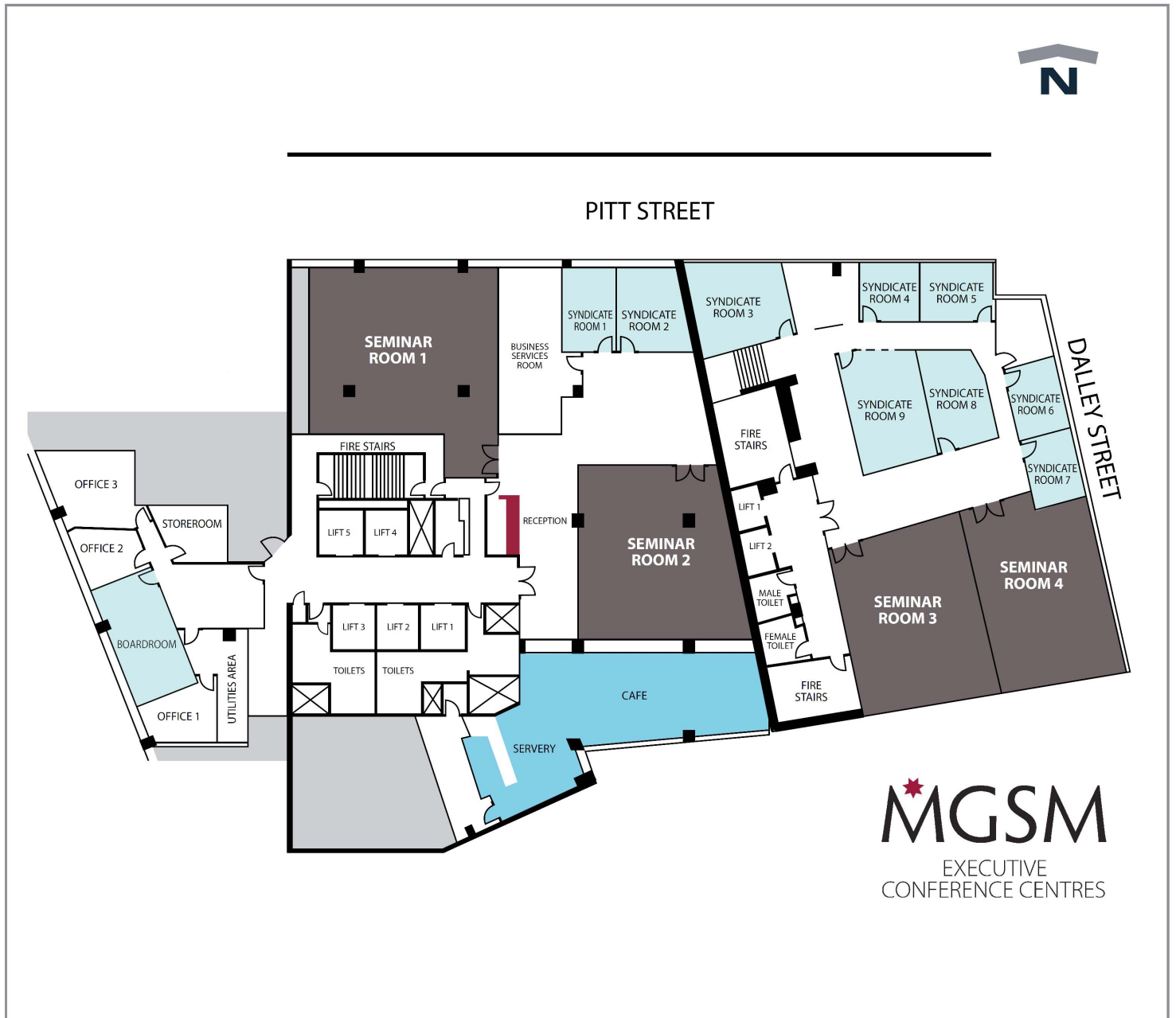
MGSM AUDIO VISUAL EQUIPMENT

Wireless Microphone, Speaker and Receiver	from \$190.00
Laptop	\$120.00
Electronic Whiteboard	\$220.00
DVD Camera and Tripod	\$160.00
Teleconference Phone	\$30.00
48cm TV/Video	\$85.00
Portable CD Player	\$35.00
Additional Portable Whiteboard	\$20.00
Additional Flip Chart Easels	\$18.00

Prices apply to MGSM equipment and are subject to availability.
External hire prices apply if MGSM equipment is unavailable.

MACQUARIE GRADUATE SCHOOL OF MANAGEMENT

Level 7, 37 Pitt Street, Sydney NSW 2000. Telephone (02) 9850 4600



BREAKFAST MENUS

MENU 1

\$17.50 per person

Crispy Bacon, Scrambled Egg and Cheese Tortillas
Scrambled Egg, Mushroom, Cheese and Roma
Tomato Tortillas
Homemade Mini Muffins and Danish Pastries
Seasonal Fresh Fruit Platter
Orange and Apple Juices, Tea and Coffee

MENU 2

\$17.50 per person

Mixed Berry and Nut Yoghurt Pots
Mini Feta, Spinach and Tomato Quiches
Turkish Cheese Toast with Bacon, Tomato and Mushrooms
Croissants with Cheese and Tomato
Seasonal Fresh Fruit Platter
Orange and Apple Juices, Tea and Coffee

MENU 3

\$23.00 per person

*Please choose 2 dishes from the following –
Includes Seasonal Fresh Fruit Platter, Orange and
Apple Juices, Tea and Coffee:*

Pancakes with Crispy Bacon, Caramelised Banana
and Whipped Butter
Baked Egg Wrapped in Crispy Bacon with Cherry Tomato,
Pesto and Rocket on a Ciabatta Roll
Mexican Eggs Served with Chorizo Sausage and Spicy
Tomato Salsa Wrapped in a Tortilla
Scrambled Eggs with Smoked Salmon, Chives and Gruyere
on Sesame Sourdough Flat Bread
Corn Fritters with Tomato Salsa, Sour Cream
and Wood Fired Toast
Spicy Breakfast Sausages with Scrambled Eggs,
Potato Cake and Wood Fired Toast

MENU 4

\$34.20 per person

Natural Swiss Muesli with Mixed Berries
and Honey Yoghurt
Freshly Scrambled Eggs with Gruyere and Chives
Grilled Crispy Bacon, Roasted Roma Tomatoes, Sautéed
Button Mushrooms, Potato Cakes with Shallots, Selection
of Breakfast Sausages
Seasonal Fresh Fruit Platter
Orange and Apple Juices, Tea and Coffee



MORNING AND AFTERNOON TEAS

Please Select one of the following menus

All Served with Fresh Coffee, Assortment of Hot or Iced Teas, Orange and Apple Juices

Menu 1

Selection of Homemade Mini Muffins
Ham and Cheese Mini Croissants
Freshly Baked Scones with Jam and Cream

Menu 2

Mini Frittata with Spinach, Ricotta, Fetta
and Roasted Capsicum
Fresh Fruit Skewers
Mixed Berry and Nut Yoghurt Pots

Menu 3

Homemade Date Scones
Mini Sesame Bagels filled with Smoked Salmon
and Cream Cheese
Homemade Slices

Menu 4

Mini Crispy Bacon and Scrambled Egg Wraps
Spinach and Cheese Pastries
Mini Chocolate Éclairs

Menu 5

Fresh Fruit Skewers
Banana Bread with Cream Cheese and Fresh Strawberries
Mini Ciabatta with Prosciutto and Fontina Cheese

Menu 6

Selection of Homemade Cookies
Fresh Fruit Platter
Cheese Platter

Menu 7

Selection of Homemade Biscuits and Tea/Coffee only
+ Juice add \$2.80 per person

Continued next page



MORNING AND AFTERNOON TEAS (CONTINUED)

OR

Make Your Own Combination

3 pieces per person - \$11.00

4 pieces per person - \$14.00

5 Pieces per person - \$17.50

Freshly Baked Mini Muffins

Homemade Scones with Jam and Cream

Homemade Date Scones with butter

Fresh Fruit Skewers

Mini Ciabatta with Prosciutto and Fontina

Spinach and Fetta Pastries

Homemade Slices or Cakes

Individual Avocado Pots and Vegetable Sticks

Danish Pastries

Mini Chocolate Éclairs

Croissants with Ham and Cheese or Jam and Butter

Mixed Berry and Nut Yoghurt Pots

Hot Tomato and Cheese Rolls

Mini Crispy Bacon and Scrambled Egg Wrap

Mini Tomato, Mushroom and Cheddar Wrap

Banana Bread, Cream Cheese and
Fresh Strawberries

Mini Chicken Sausage Rolls

Mini Beef Burgundy Pies

Mini Sesame Bagels with Smoked Salmon
and Cream Cheese

Club Sandwiches with Ham and Pickle, Egg and Cucumber,
Chicken and Walnuts

Mini Frittata with Roasted Capsicum, Fetta,
Spinach and Ricotta

Selection of Cheeses add \$1.50 per person



SANDWICH LUNCHES

\$27.50 per person

GOURMET SANDWICHES

Choose from one of the following options:

All Served with Seasonal Fresh Fruit Platter, Chef's Salad,
Orange and Apple Juices, Coffee and Hot or Iced Tea

OPTION 1 – Gourmet Sandwich

Served on a Variety of Freshly Baked Breads
Fillings include, Tuna and Shallot, Egg Mayonnaise,
Nut Crusted Chicken, Thai Beef, Tandoori Chicken,
Smoked Salmon, Mild Salami, Double Smoked Ham,
Lemon and Coriander Chicken and Chargrilled Vegetables

OPTION 2 – Toasted Turkish

Sesame and Cumin Eeed Turkish Bread
Fillings Include, Crispy Bacon, Avocado and Cheese Melt,
Beef and Caramelised Onion Steakhouse Melt, Tuna Melt,
Tomato, Ham and Cheese Melt and
Chargrilled Vegetables and Hummus Melt

OPTION 3 – Hot Ciabatta Rolls

Fillings include: Roast Beef and Onion Marmalade,
Tandoori Chicken with Tzatziki and Rocket,
Roast Turkey with Melted Brie and Cranberry,
Nut Crusted Chicken with Rocket and Pesto Mayonnaise,
Veal Schnitzel with Salsa and Cheese and
Roasted Vegetable, Feta, Hummus and Spinach

OPTION 4 – Mini Burgers

Fillings include: Chicken with Pesto and Rocket,
Moroccan Lamb with Hummus,
Mixed Greens and Roasted Capsicum,
Chilli Beef Served with Guacamole and Cheese,
Vegetarian with CheesW

A† Served with Wedges, Sour Cream and Sweet Chilli

\$22.50 per person

SIMPLE SANDWICHES

On White, Wholemeal and Multigrain Bread with Simple Fillings
Chef's Salad and Seasonal Fresh Fruit Platter
Freshly Brewed Coffee, Assortment of Hot or Iced Tea, Orange and Apple Juices



BUFFET LUNCH

\$38.00 per person

All Menus include Fresh Coffee, Assortment of Tea, Orange and Apple Juices

ASIAN BUFFET

Steamed Pork Buns, Vegetarian Spring Rolls and
Sugar Cane Prawns with Dipping Sauces
Vietnamese Red Cabbage, Paw Paw and Mint Salad
with a Mild Chilli Dressing
Vegetable Stir Fry
Beef and Ginger Stir Fry OR Red Chicken Curry
OR Sweet and Sour Pork

OR

MEDITERRANEAN BUFFET

Mini Quiche, Spinach and Ricotta Pastries,
Pork and Fennel Meatballs
Roasted Vegetable Bake
Greek Salad with Virgin Olive Oil Dressing
Chicken and Mushroom Risotto OR Beef Stroganoff and
Rice OR Chicken and Leek Pie with Creamy Potato Bake

OR

ITALIAN BUFFET

Haloumi Wrapped in Serrano Ham
Parmesan crusted Stuffed Mushrooms, Arancini Balls
Traditional Caesar Salad with Bacon, Croutons,
Cos Lettuce and Parmesan
Crumbed Vegetables topped with Cheese and Salsa
served with Creamy Potato Bake
Beef Lasagna OR Veal Schnitzel topped with Cheese and
Salsa OR Penne Pasta with Chorizo, Basil and Tomato Sauce

OR

INDIAN BUFFET

Vegetable Samosas, Onion Bhajias, Chapatti
Tomato, Cucumber, Lentil and Mint Salad
Vegetarian Chickpea and Lentil Dhal
Butter Chicken Curry OR Bombay Beef Curry OR
Lamb and Spinach Curry

All served with Jasmine Rice

OR

SPANISH BUFFET

Cheese Quesadilla, Mini Beef Tortilla, Lamb Empanadas
Sweet Potato, Walnut, Spinach and Pineapple Salad with
Mint and Lime Dressing
Vegetarian Chilli Bean Ragout
Chilli Beef Con Carne OR Chicken Rice Pilaf OR
Chorizo and Chickpea Hotpot

OR

PLOUGHMAN'S DELI BUFFET

Antipasto Platter of Continental Meats, Smoked Salmon,
Cheeses and Sauces
Chicken and Cracked Pepper Pate and Selection of Breads
Traditional Potato Salad and Coleslaw with a Tangy
Fresh Lime Dressing
Selection of Cakes or Slices
Fresh Fruit Platter

CANAPES MENUS

Menu 1 – Approx. 0.5 Hour Function, 5 Pieces per Person - \$20.50 per Person

Menu 2 – Approx. 1 Hour Function, 6 Pieces per Person - \$23.30 per Person

Menu 3 – Approx. 1 to 1.5 Hour Function, 8 Pieces per Person - \$28.00 per Person

Menu 4 – Approx. 2 Hour Function, 10 Pieces per Person - \$36.20 per Person

Sugar Cane Prawns with Chilli Lime Dipping Sauce
Spiced Lamb Kofta Kebab with a Mint and Yoghurt Dressing
Parmesan Crusted Stuffed Mushrooms (V)
Mini Chicken Burger with Rocket and Pesto Mayonnaise
Smoked Salmon and Cream Cheese Crepes
Vegetarian Saigon Style Rolls with Hoisin Dipping Sauce
Skewered Prawns with a Honey Curry Sauce
Variety of Fresh Sushi with Dipping Sauce
Pork and Fennel Meatballs
Vegetable Samosa with Tzatziki (V)
Mini Chilli Beef Burger with Guacamole and Cheese
Chicken Skewers Marinated in Lemon, Ginger and Vietnamese Mint
Mini Chicken and Leek Pies
Crumbed Olives Stuffed with Fetta and served with Aioli (V)
Homemade Beef Sausage Rolls with Tomato Sauce
Tandoori Chicken Drumettes with Yoghurt Dipping Sauce
Mini Beef Burgundy Pies
Mini Quiches – (Smoked Salmon, Pesto and Fetta or Vegetarian) (V)
Chicken, Beef and Lamb Meatballs served on a Skewer with Hummus

Feta Arancini Balls served with Creamy Pesto Dipping Sauce
Mini Moroccan Lamb Burger with Hummus, Roasted Capsicums and Mixed Greens
Salt and Pepper Calamari with a Chilli Dipping Sauce
Vegetable Spring Rolls with Sweet Chilli Dipping Sauce (V)
Herbed Pancakes topped with Salmon Mousse
Nut Crusted Chicken Fillets with Pesto Mayonnaise
Cocktail Size Thai Red Curry – Chicken or Vegetarian (V)
Malaysian Style Beef Satay with Peanut Sauce
Chinese BBQ Pork Pancakes with Hoisin Sauce
Mini Beef Wellington
Cajun Crusted Atlantic Salmon Skewers

(V) Vegetarian



COCKTAIL PLATTERS

Three Dips Platter – \$70.50

Guacamole Dip, Smoked Salmon Dip
and Eggplant and Salsa Dip served
with Corn Chips

Asian Platter – \$117.00 approx. 50 pieces

Vegetarian Vietnamese Rolls, Selection of Sushi,
Chinese Chicken Pancakes, Thai Beef Wraps, Prawn and
Peanut Dip with Rice Crackers,
Honey Soy Marinated Chicken Wings

Antipasto Platter

Small – \$65.00, Large – \$115.00

Cured Meats, Smoked Salmon, Salami, Dolmades,
Semi-dried Tomatoes,
Olives, Feta and Roasted Vegetables

Cheese and Fruit Platter

Small – \$31.50, Large – \$55.00

Selection of Australian Cheeses with
Crackers and Seasonal Fruit
including Mangoes, Strawberries and Dried Fruit

Cheese Only Platter – Small – \$30.50, Large – \$54.00

**Seasonal Fresh Fruit Only Platter – Small – \$23.50,
Medium – \$38.00, Large – \$53.00**

After Work Beers Platter – \$96.00

Homemade Mini Pies, Sausage Rolls,
Mini Chilli Beef or Vegetarian Burgers and
Mini Hot Dogs with Caramelised Onions and Mustard

Sushi Platter

Small (50 pieces) – \$118.00,

Large (100 pieces) – \$235.00

Selection of Sushi, California Rolls,
Prawn and Salmon Nigiri and Norimaki



STANDARD BEVERAGE PACKAGE

Mineral Water, Soft Drinks
 Fresh Fruit Juices
 Blue Tongue Premium
 Blue Tongue Premium Light
 Argo Single Vineyard Sparkling
 Argo Single Vineyard Chardonnay – Tumbarumba, AUS
 Bunamagoo Shiraz – Mt Lawson, AUS

Service Period

0.5 Hours	\$12.00 per person
1 Hour	\$19.20 per person
1.5 Hours	\$23.20 per person
2 Hours	\$28.00 per person

PREMIUM BEVERAGE PACKAGE

Mineral Water and Soft Drinks
 Fresh Fruit Juices
 Blue Tongue Premium
 Blue Tongue Premium Light
 Peroni Leggera Low Carb - Italy
 Chevalier Brut Blanc de blanc – France
 Argo Single Vineyard Chardonnay –Tumbarumba, AUS
 The Sauvignon Blanc Co Sauvignon Blanc – Marlborough, NZ
 Moppity Vineyards Estate Shiraz – Hilltops AUS

Service Period

0.5 Hours	\$16.00 per person
1 Hour	\$23.20 per person
1.5 Hours	\$27.20 per person
2 Hours	\$31.20 per person



BEVERAGE ON CONSUMPTION

SOFT DRINKS AND JUICES

Coke, Diet Coke, Sprite – per glass	\$3.60
Orange or Apple Juice – per glass	\$3.60
Mineral Water (750ml bottle)	\$8.50

BEER

Crown Lager	\$6.20
Blue Tongue Premium Lager	\$6.20
Blue Tongue Light	\$5.20
Peroni Leggara Low Carb	\$6.70

SPARKLING

Seppelt Brut	\$28.50
Chavalier Brut Blanc de Blanc France	\$33.50
De Bortoli NV	\$28.50
Argo Single Vineyard	\$28.50



WHITE WINE

Argo Single Vineyard Sauvignon Blanc	\$25.50
The Sauvignon Blanc Co. Sauvignon Blanc	\$25.50
Lavender Ridge Verdelho	\$31.00
Argo Single Vineyard Chardonnay	\$28.50
Scarborough Chardonnay	\$42.00
Hardy's The Gamble Pinot Gris White Blend	\$27.00

RED WINE

DeBortoli Windy Peak Pinot Noi	\$31.00
Puppeteer Merlot	\$28.50
Argo Single Vineyard Cabernet Sauvignon	\$28.50
Seppelt Shiraz Cabernet	\$28.50
Bunamagoo Mt Lawson Shiraz	\$31.00
Moppity Vineyards Estate Shiraz	\$33.50
Killikanoon Killermans Run Shiraz 05	\$42.00

*Please note: Beverages on consumption will incur a waitperson fee of \$45 per hour (minimum of 3 hours)
\$100.00 surcharge for all weekend catering*

