

# NOVOTEL



MEETINGS AT NOVOTEL  
MELBOURNE GLEN WAVERLEY





# Destination & Overview\_

Novotel Melbourne Glen Waverley An International 4.5 star hotel conveniently located in the heart of Melbourne's South East. Boasting direct access to rail and bus, surrounded by many corporate parks and offices. Experience the best of Glen Waverley's retail, entertainment, and culinary delights footsteps from the hotel, positioned moments away from all the local action on offer.

Featuring 200 guest rooms, eight flexible function rooms catering for up to 300 guests, Meze Restaurant and Bar and well-being facilities – we are the perfect venue for your next meeting or event.

What sets us apart from other destinations?

- 1\_ We truly can cater to any need. The sky is the limit, whether it's a small meeting or a larger scale event we can tailor and accommodate to all
- 2\_ If privacy and exclusivity is your goal, we can cater to those needs.
- 3\_ We are a destination that is convenient to get to. We really can showcase a great venue without the price tag attached
- 4\_ We understand that having a versatile conference space is important. Whether you are hosting a conference, seminar, dinner, or party, there are many options that can be utilised within the hotel.
- 5\_ Dedicated conference and events team, to accommodate your needs.

## Location\_

Offering travellers comfort and convenience, in the heart of South East of Melbourne, with Century City Walk Entertainment & Dining and the Glen Shopping Centre adjacent, all just 30 minutes from Melbourne's CBD.



Glen Waverley Station - 5 min walk



Melbourne CBD - 30 min drive



Melbourne Airport (MEL) - 45 min drive



# Local Attractions\_



## Century City Walk - 1 min walk

This popular entertainment haven is adjacent to the Novotel Melbourne Glen Waverly and consists of Archie Bros Cirque Electriq, Strike Bowling, Escape Rooms, Village cinemas, karaoke and restaurants.



## The Glen - 5 min walk

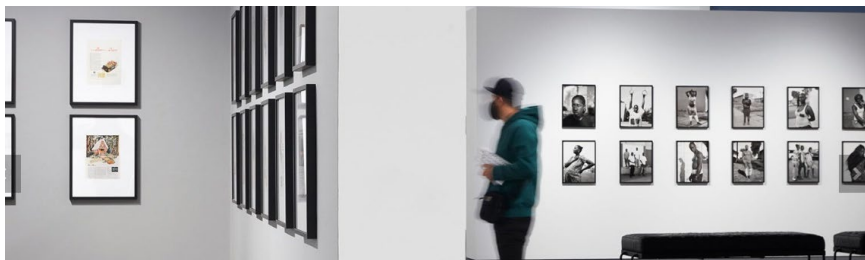
The Glen is a two level Major suburban shopping centre located in Glen Waverley, approximately 26 kilometres south-east of the Melbourne CBD. It is anchored by David Jones, Target, ALDI, Coles and Woolworths, with a fresh food market hall, more than 205 specialty stores and a vibrant outdoor dining precinct.



## State Basketball Centre - 9 min drive

Premium courts and performance spaces to host basketball, gymnastics and more!

The Knox Regional Sports Park consists of 27 hectares of land incorporating the State Basketball Centre and Knox Regional Football Centre.



## Museum of Australian Photography 8 min drive

The Museum of Australian Photography (MAPh) is the Australian home of photography. It champions Australian artists and inspires audiences to embrace, explore and value photography. It engages local, national and international audiences in arts and cultural experiences through its high-calibre exhibitions, prizes and programs.

# Meeting Spaces\_

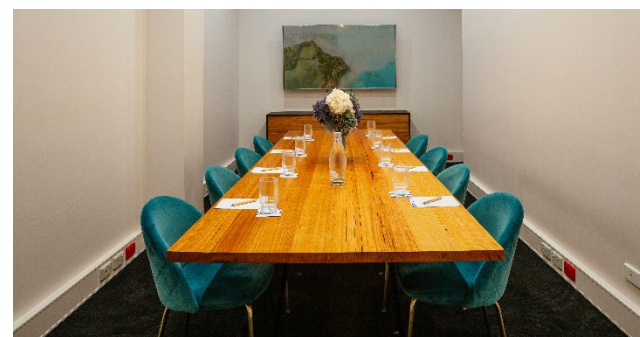
## 1\_ Ballroom

[Oakleigh](#) | [Waverley](#) | [Monash](#)

The Ballroom can accommodate up to 300 guests for a cocktail event and is ideal for gala dinners and conference groups of up to 180 guests. This pillarless function space can also accommodate trade booth and offers our pre function area for catering throughout your event.

2/3 of the Ballroom offers contemporary, neutral décor, providing the perfect backdrop for events catering for up to 150 people, theatre style.

1/3 of the Ballroom offers a contemporary, neutral décor, providing the perfect backdrop for events catering for up to 75 attendees in a theatre style set up.



## 2\_ Kulin Room

Kulin can hold up to 70 attendees in a theatre style set up. Featuring a 3.2 metre high ceiling, Kulin provides the additional flexibility of dividing into three separate rooms.

## 3\_ Eureka Room

Featuring natural light with floor to ceiling windows, this meeting room is ideal for a meeting up to 20 delegates. The Eureka room offers an intimate function space adjacent to the hotel foyer and is an ideal room for a small meetings or cocktail party for up to 45 guests.

## 4\_ Boardroom

The Boardroom is 20 square metres, and can hold up to 10 attendees. Featuring a 3.3 metre high ceiling, the Boardroom is the perfect space for your next Executive Meeting.



# Venues\_



## 1\_ Meze Restaurant + Bar

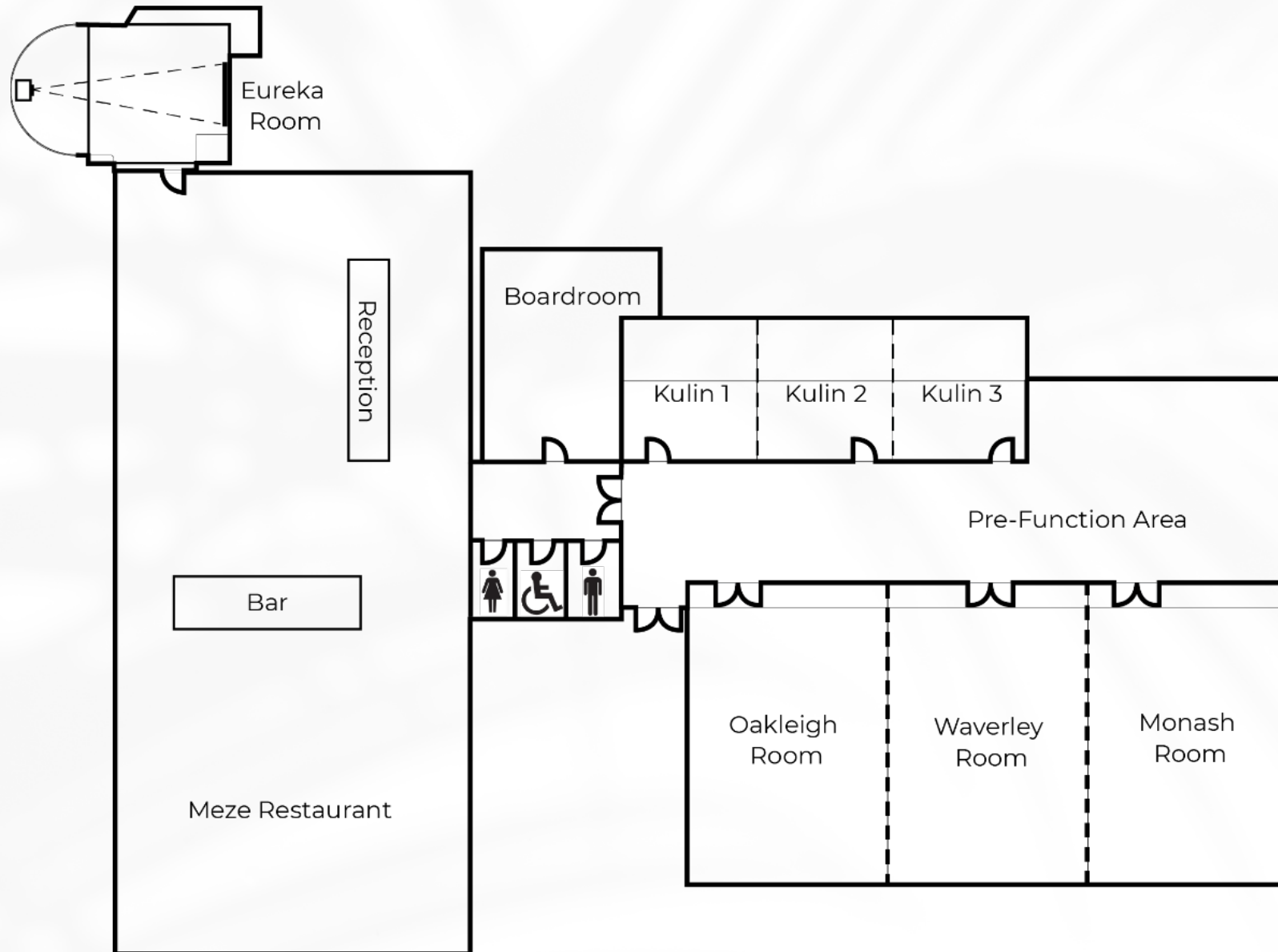
Meze is an innovative and modern take on a traditional cuisine. Our menu offers a unique blend of Middle Eastern, Indian, and International Classics.

Our contemporary cooking style includes fresh and simple ingredients to create the complex yet delicate flavours found uniquely in our kitchen, bringing an evolutionary adaptation as to what an innovative and modern take on a traditional cuisine should be.

Crafted with care and authenticity to bring you a pleasurable dining experience as we believe that the best food should be designed to please a variety of palates, with something for everyone to enjoy.

Taking inspiration from the spice routes between India and the Middle East and offering a number of our favourite International Classics, our menu is designed where dishes are shared around the table.

# Floor Plan\_Event Level





# Capacity Chart\_

Venus	Ceiling Height	Area (m2)	Theatre	Classroom	Banquet	Boardroom	U-Shape	Cocktail	Cabaret
Ballroom	4	242	275	96	200	-	47	275	144
2/3 Ballroom	4	154	150	57	100	40	41	150	80
1/3 Ballroom	4	77	75	26	50	27	27	75	40
Kulin Room 1,2,&3	3.3	75	72	36	50	38	35	70	40
Kulin Room 1&2	3.3	50	50	18	30	20	20	50	24
Kulin Room 1	3.3	25	24	12	10	10	11	25	8
Eureka Room	3.4	45	42	10	-	20	-	25	-
Boardroom	3.3	20	-	-	-	10	-	-	-

# Day Delegate Packages\_

## Full Day Delegate Package\_

### INCLUSIONS:

- ♦ Conference room usage for full day
- ♦ Arrival tea and coffee
- ♦ Morning and Afternoon Tea Break selection with sweet, savoury and healthy options (Chef's selection).
- ♦ Chef's selection sit down lunch serviced in Meze Restaurant, including hot seasonal dishes paired with sides and accompanied by salads. A selection of assorted cakes and slices, and seasonal sliced fruit.
- ♦ Selection of soft drinks and juices served with lunch
- ♦ Data projector, screen, whiteboard and flipchart included.
- ♦ Meeting essentials, including note pads, pens, mints and water.
- ♦ High Quality complimentary Wi-Fi

## Morning or Afternoon Tea\_

### INCLUSIONS:

- ♦ Enjoy Chef's selection of one savoury item and sweet options.
- ♦ Morning and afternoon tea, served with Pelican Rouge coffee and premium teas.

## Half Day Delegate Package\_

### INCLUSIONS:

- ♦ Conference room usage for half day
- ♦ Arrival tea and coffee
- ♦ Morning or Afternoon Tea Break selection with sweet, savoury and healthy options (Chef's selection).
- ♦ Chef's selection sit down lunch serviced in Meze Restaurant, including hot seasonal dishes paired with sides and accompanied by salads. A selection of assorted cakes and slices, seasonal sliced fruit.
- ♦ Selection of soft drinks and juices served with lunch
- ♦ Complimentary data projector, screen, whiteboard and flipchart.
- ♦ Meeting essentials, including note pads, pens, mints and water.
- ♦ High Quality complimentary Wi-Fi

## Working Style Lunch\_

- ♦ Working style lunch includes a selection of sandwiches and wraps, accompanied by salads. A selection of assorted cakes and slices. Seasonal sliced fruit and a selection of soft drink.

*\*Minimum Spends apply*





# Day Delegate Package Offering\_

## Morning or Afternoon Tea\_Sample Menu

### Savoury\_

- Warm ham & cheese croissants
- Freshly baked sausage rolls
- Mexican chicken pies/empanadas
- Roast vegetable quiche in wholemeal pastry
- Beef and burgundy pies
- Chicken and leek pies
- Vegetable Frittata with Tomato Compote
- Bacon and Egg Muffins
- Vegetable curry puffs
- Mini smoked salmon crumpets

### Sweet\_

- Liege waffles, crème chantilly, maple syrup
- Mini muffins
- Assorted glazed donuts
- Coconut Chia pods w/ fresh berries
- Assorted macarons
- Warm scones w/ Bonne Maman jam & vanilla crème
- Assorted lamingtons
- Mini eclairs with selection of fillings and toppings
- Chocolate/Berry Mousse Cups
- Avocado, Honey and Almond Mousse
- Strawberry and cream crumpets

### Optional Upgrades\_

- Additional Menu Item
- Barista Coffee
- Tea and coffee served with gourmet biscuits

# Menu Options\_





# Breakfast\_

## Continental Breakfast\_

- Homemade Bircher muesli pots with berries, apple and almonds
- Freshly baked mini croissants, Danish pastries and miniature muffins
- Fresh Seasonal sliced fruits
- Pelican rouge coffee, a selection of Dilmah teas and fresh fruit juices

## Full Australian Buffet Breakfast\_ (min.30 people)

- Homemade Bircher muesli pots with berries, apple and almonds
- Selection of yogurt
- Selection of cereals
- Freshly baked mini croissants, Danish pastries and miniature muffins
- Preserves and spreads
- Seasonal sliced fruits
- Creamy scrambled eggs, chives
- Streaky bacon
- Hash brown potatoes
- Thyme roasted mushrooms
- Roasted herbed tomatoes
- Charcuterie & Cheese platter
- Pelican rouge coffee, a selection of Dilmah teas and fresh fruit juices

## Plated Breakfast\_

Included - Continental breakfast items

Select one of the following:

- Farmhouse breakfast - Creamy herb scrambled egg, streaky bacon, breakfast chipolatas, slow cooked mushrooms, garlic and thyme grilled tomatoes and hash brown with toasted sourdough
- Eggs Benedict - soft poached eggs, double smoked ham, hollandaise, togarashi, watercress
- Eggs Atlantic - soft poached eggs, smoked salmon, hollandaise, togarashi, watercress
- Smashed avocado on toast, poached eggs, red capsicum, cherry tomatoes, watercress, Persian feta
- Thyme roasted large field mushrooms, crumbled goats' cheese, grilled asparagus, toasted sourdough and nut Dukkah

## Working Breakfast\_

Select one of the following:

- Smoked salmon bagel – cream cheese, Spanish onion, capers and rocket
- Bacon and egg muffin, HP sauce, cheese and rocket leaves
- Breakfast pie – Bacon and Egg or Pumpkin, broccoli and feta





# Plated Lunch or Dinner Menu\_

## Two (2) Course

## Three (3) Course

### Entrée\_

- Caprese salad - heirloom tomato, buffalo mozzarella, basil panagrattato
- Warm salmon confit, German potato salad, leek and potato veloute
- Smoked chicken, broccolini, heirloom tomato, almonds, honey mustard
- Spiced lamb, smoky eggplant, tabouleh, labneh
- Heirloom tomato and Feta tart, rocket salad, aged balsamic
- Twice cooked pork belly, sticky sauce, Asian slaw

### Main\_

- Pasture fed beef tenderloin, gratin potato, root vegetable puree, red wine jus (extra \$6 per person)
- Grass fed beef striploin, seasonal heirloom vegetables, gratin potato, peppercorn sauce, herb oil
- Lemon myrtle butter roasted chicken on the bone, garlic cream mash, seasonal heirloom vegetables, shitake mushroom extract
- Braised Lamb Shank, Milanese polenta, gremolata, sweet potato crisps
- Barramundi, herbed kipfler potatoes, seasonal heirloom vegetables, confit tomatoes, wine cream sauce
- Harissa spiced roasted cauliflower, muhamara, dried mint labneh, raisins and chickpeas, wilted greens

### Dessert\_

- Lemon tart, crème fraîche, strawberry concasse, Moscato gel
- Chocolate and raspberry tart, vanilla ice cream, berry coulis
- Chocolate fondant, rum & raisin ice cream
- Cinnamon creme Brule, almonds, filo
- Dark chocolate mousse, black forest sponge, macerated cherries
- Sticky date pudding, butterscotch sauce, rose and pistachios, vanilla ice cream

*Additional cost applies for alternate drop*



# Buffet Lunch or Dinner Menu\_

(Min.30 people)

- Basket of freshly baked bread rolls served with butter

## Select three (3)

- Roast beef striploin, red wine jus
- Hungarian beef goulash
- Arabic spiced slow cooked lamb shoulder, yogurt tahini sauce
- Lamb Rogan Josh
- Lamb Rendang
- Braised pork belly, Asian greens, sesame soy glaze
- Butter Chicken
- Chicken Cacciatore, Kalamata olives, fresh basil
- Thai Chicken Curry
- Parmesan polenta cakes, wild mushroom ragout, seasonal greens
- Thai Vegetable Curry
- Barramundi, parsley potatoes, heirloom tomato, dill mousseline

*\*The above selections will be accompanied by Chef's selection of sides based on the choices*

- Selection of sweet petit fours
- Seasonal sliced fruits
- Selection of local cheeses served with crackers, dried fruit and nuts
- Pelican Rouge Coffee and Dilmah Teas







# Canape Menu\_

2 Items | 4 Items | 6 Items

## Cold\_

- Spiced heirloom tomato bruschetta, bocconcini, basil (Veg)
- Vietnamese vegan rice paper rolls, hoisin sauce, peanuts (Vegan)
- Smoked salmon, crisp baguette, chive crème fraîche, shallots, capers, tobikko
- Truffled goats' cheese, olive oil croustade, pistachio and honey (Veg)
- Waldorf chicken lettuce wraps, celery, walnuts, chives, truffle oil (GF)
- Minced pork san choy bow, chili, sesame, spring onion
- Kalamata olive tapenade, marmalade toast, Persian feta (Veg)
- Ratatouille tartlets, Persian feta, basil (Veg)

## Warm\_

- Mac n cheese croquettes, chipotle and lime aioli
- Beef chili tartlets, horseradish cream, fresh chives
- Tempura ricotta and sweetcorn zucchini flower, chipotle and lime aioli (Veg)
- Vegetable arancini, Romesco sauce (Veg)
- Mini beef wellington, sundried tomato aioli
- Sticky spicy chicken skewers, spring onions, sesame
- ½ shell scallop, garlic butter, lime aioli, panagratato

# Beverages\_

We are pleased to offer you a choice of beverage packages for your event. Alternatively we can provide beverages on consumption or a cash bar depending on your preference.  
For Beverages charged on consumption, an extensive beverage list is available on request.

## The Local\_

- Bancroft Sparkling
- Bancroft Chardonnay
- Bancroft Sauvignon Blanc
- Bancroft Cabernet Merlot
- Kirin Ichiban, Byron Bay Lager, James Squires Pale Ale
- James Boags Light
- Soft Drinks
- Juices

1 Hour Package

2 Hour Package

3 Hour Package

4 Hour Package

5 Hour Package

## Premium\_

- Tahbilk Coueslant NV Sparkling
- D'Arenberg Stump Jump Shiraz
- Angus The Bull Cabernet Sauvignon
- Yering Station Elevations Chardonnay
- Petal & Stem Sauvignon Blanc
- Corona, Carlton Draught, Furphy Ale
- James Boags Light
- Soft Drinks
- Juices

1 Hour Package

2 Hour Package

3 Hour Package

4 Hour Package

5 Hour Package

## Junior\_

- Soft Drinks
- Juices

1 Hour Package

2 Hour Package

3 Hour Package

4 Hour Package

5 Hour Package







# Accommodation\_

Novotel Glen Waverley offers a choice of 200 modern and comfortable guest rooms.

Each features a cosy corner with chaise lounge, a NEXT halo bed with integrated backlighting and a designer headboard, a large workstation with MediaHub HD, 32" flat screen TV, and a separate dining area.

Please enquire with our Events Team about group accommodation packages we can offer.



## Room Types\_

- Standard Queen Room
- Standard Twin Room
- Superior King Room
- Deluxe King Room
- Junior King Suite
- Superior King Suite
- Accessible Queen Room







# Audio Visual Partner\_

## Our Commitment to Your Event\_

Audio Visual Dynamics will provide technical specifications, competitive quotation and advice on a comprehensive product and service range to suit your business event:

- Installed in-room audio visual systems
- Floor plans which include seating and audio visual for your event
- Creative content development
- Technical production management
- Full range of audio systems
- Stage and draping
- Intelligent lighting and LED lighting systems
- Conference delegates participation and interaction – audience response
- Video and audio recording
- Video conferencing, webcasting, livestreaming
- Video on demand (VOD)

## Novotel Special Packages:

Exclusive to our hotel - includes Data Projector, Screen, Personal Meet & Greet on Arrival & Sound/Audio

Audio Visual Dynamics will accurately set up on time, meet and greet you to launch your event. We commit to ensure your event is a success and will impress your audience.





# Team Events\_

Add an exciting twist to your meeting and events experience\_

## Archie Bros\_

Take it to the next level by combining business with pleasure with fun team activities at Archie Bros. Located just minutes away in Century City Walk, Cirque Electriq or Strike Bowling offer a vibrant, energy filled venue for team building and group activities.

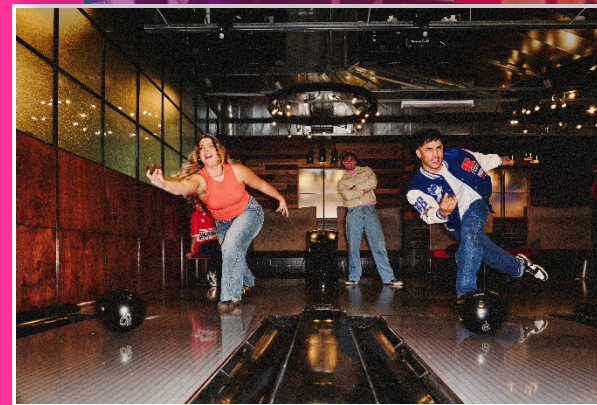
Elevate your team's engagement with an unforgettable mix of games, food, and fun that promotes team bonding in a fun filled and exciting setting.

Customize your experience with options including:

- Kickstart the fun before dinner with 30-45 minutes at Archie Brothers
- An unforgettable night - dine, bowl, and play at Novotel Glen Waverley.  
Dinner at Novotel Glen Waverley, bowling + 30 minutes at Archie Brothers

Our team is here to help you incorporate these fun activities into your agenda with ease. We can manage the logistics for seamless transitions between your event and an offsite excursion to Archie Brothers.

Let us organize your favourite activity at Archie Bros





# Team Events\_

Add an exciting twist to your meeting and events experience\_

## Corporate Challenge Events\_

Whether you're looking for something thrilling and competitive, a more relaxed experience, or something with a deeper meaning in its outcome; we have the perfect program for everyone.

Choose from six programs that have been developed specifically for our facilities and outdoor grounds, and there's no need to get yourself a quote – just use the simple price guide to match up your budget with a program. And if this isn't enough, there are 40 team programs available to choose from.

Options include:

- Lego Legends allows you to channel your inner child for this uplifting program that will see participants battle it out to build the most Legendary LEGO structure.
- Corporate Chef sees you shopping for ingredients or unveiling their mystery box of food, designing a menu and cooking a main meal for all to enjoy, this will be a culinary experience to remember as well as unveil who is the 'Corporate Chef'.

Let us organize your preferred program at Corporate Challenge Events







# MEETING & EVENTS

## WHAT DOES IT MEAN FOR YOU?

ALL Accor Members **no longer need to register for ALL Meeting Planner**- simply book meeting and events with your ALL Accor membership

- ✓ Earn **1 Reward point and 1 status point for every €2 spent** on eligible meetings and events across our global network.
- ✓ Eligible events are of **8+ participants/ rooms**.
- ✓ **No limit** to the number of events organised.
- ✓ Redeem points as **discount on next events** (15% maximum, up to €1,500 per event).
- ✓ Continue to enjoy all the benefits of the ALL Accor programme!
- ✓ **Free membership**, quick and easy to join.

[JOIN NOW](#)



# NO VO TEL

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