

CONFERENCE PACK 2017



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WELCOME TO THE MARLBOROUGH CONVENTION CENTRE



Since opening in late 2007, the Marlborough Convention Centre has hosted functions and events to the highest standards possible. This purpose built facility offers superb design and state of the art technologies to ensure the success of your conference event. As well as striving to meet our client's every need, we're also taking care of our environment with a rigorous sustainability programme.

Our impressive location on the banks of the Taylor River in central Blenheim offers a relaxed and tranquil setting. No matter what the size or complexity of your event, you can be assured of one thing – the Marlborough Convention Centre has everything covered.

The fully air-conditioned venue is an exciting option for local events, national and international gatherings, adding a fresh and vibrant location to the list of successful venues New Zealand has to offer.

Kind Regards,

Melissa Ryder
Venue Manager

FEATURES, SERVICES AND FACILITIES

Set in the heart of Marlborough at the top of the South Island, the Marlborough Convention Centre is conveniently located in the centre of Blenheim.

This flexible and functional venue is designed specifically for conferences, events, exhibitions and banquets.

The Marlborough Convention Centre is a purpose-built, modern facility and is only a few minutes' walk from the CBD and major hotels.



Conference Facilities

Three large, multipurpose spaces that can be opened to make one Grand Hall

Exhibition for 50 trade booths

Capacity for up to 560 delegates

Spacious and versatile foyer with bar area

Catering on site meaning conferences, gala dinners and cocktail functions are all catered for with ease and flair

Professional, friendly, helpful and experienced team to assist with the planning, preparation and running of your event

Sound, light and temperature controlled by the centre's smart in-house system

Accommodation Booking Assistance

Environmental Commitment with recycling facilities









Marlborough Convention Centre

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42a Alfred St
Blenheim, New Zealand

mcc@scenicgroup.co.nz
www.marlboroughconventions.co.nz

CAPACITY CHART

									
	m ²	Theatre	Classroom	U-Shape	Boardroom	Square	Cabaret	Cocktail	Banquet
PER HALL	180	180	84	33	18	30	84	250	120
GRAND HALL	540	560	252	-	-	90	252	560	350
PER FUNCTION	252	-	-	-	-	-	-	250	-

Featuring contemporary architectural design, the Marlborough Convention Centre offers both spaciousness and flexibility

Whether you are planning an intimate business meeting for 30, or a corporate dinner for 350, our team can handle any configuration with expertise and style

Detailed floor plans available on request



FLOOR PLAN



The Marlborough Convention Centre can provide for up to 560 people seated theatre-style, with the option of creating smaller spaces using retractable, ceiling mounted, sound proof walls.

The Grand Hall has a carpeted, pillarless flat floor area of 540m². This can be divided into three smaller halls of 180m². The Exhibitor (Main Hall) has a pillarless flat floor area of 520m², with the potential for 50 trade exhibitor stands. The Centre's 4.8m high ceiling features bulkheads to prevent sound reverberating.

A comprehensive selection of floor plans are available, detailing electrical supply, hall dimensions and exhibition layouts. Please enquire for more information.

VENUE, AUDIO VISUAL & EQUIPMENT HIRE

Venue Hire

Per Hall	Full Day \$800.00
	Half Day \$400.00
Trade Hall	Full Day \$2000.00
	Half Day \$1000.00
Board Room	Full Day \$250.00
	Half Day \$125.00
Green Room	Full Day \$250.00
	Half Day \$125.00
Pre Function Foyer	Complimentary with hall hire

AV Equipment Hire (Per Day)

Sound system, lapel and hand mics	\$200.00
Data projector and screen	\$200.00
Laptop	\$200.00
Wireless Internet – unlimited users up to 4GB	\$50.00
Other Equipment Hire (Per Day)	
Whiteboard and markers	\$30.00
Flip chart stand with pad and markers	\$30.00
Lectern	Complimentary
Staging (2.4m/1.2m panels)	Max 10 Complimentary

Public Car Parking

Pay and display public car parks are available at the Marlborough Convention Centre for \$1.00 per hour

DAILY DELEGATE PACKAGE

From \$75.00 Per Person

Venue Hire – Plenary Room

Arrival Tea & Coffee

Morning Tea

Buffet Lunch

Afternoon Tea

Data Projector and Screen Package

Sound System

Water & Mints

Conference Pads & Pens

Minimum of 100 Delegates Requirement

Free Wireless Internet (up to 4GB per day)



CATERING MENU

From finger food to fine dining, we pride ourselves on our fresh, local, quality product, professionalism and our desire to meet the market. Do remember that our menus are flexible and our Executive Chef is happy to design a menu specific to your requirements.

Gluten free and vegetarian options are available.

BREAKFAST & BRUNCH MENU

Continental **\$19.00**

Selection of cereals and grains

Danish pastries and croissants

Preserved and fresh fruits

Selection of toasts and spreads

Assorted yoghurt's

Fruit juice

Freshly brewed coffee and a selection of tea

Full Breakfast **\$28.00**

Selection of cereals and grains

Danish pastries and croissants

Preserved and fresh fruits

Selection of toasts and spreads

Assorted yoghurt's

Rai Valley bacon

Field mushrooms in butter with baby spinach

North Canterbury venison sausages

Golden crispy hash browns

Free range scrambled eggs with garden herbs

Selection of toasts and spreads

Cooked **\$23.00**

Rai Valley bacon

Field mushrooms in butter with baby spinach

North Canterbury venison sausages

Golden crispy hash browns

Free range scrambled eggs with garden herbs

Selection of toasts and spreads

Fruit juice

Freshly brewed coffee and a selection of tea

Brunch **\$25.00**

Selection of local breads and preserves

Smoked salmon with potato rosti and a rocket salad finished with hollandaise sauce

Soft poached eggs on toasted ciabatta with avocado and tomato served with a rocket and cress salad with sugared pecans and a balsamic glaze

Shaved ham off the bone served with baked potato and water cress cakes, toasted sourdough and a mild tomato salsa

Sweet potato and corn fritters served with smoked bacon, salad greens finished with a roast garlic aioli

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TEA BREAK MENU

Tea & Coffee - \$4.00 per person

Tea & Coffee with 1 option – \$8.00 per person

Additional Options – \$4.00 per person

Sweet options

Date and walnut loaf

Cupcakes with butter icing

Petite pancakes with vanilla bean cream
and lemon curd

Scones with jam and cream

Seasonal fruit platter or whole fruit

Selection of French pastries

Freshly baked sweet muffins

Double chocolate fingers

Selection of macaroons

Selection of sweet petit fours

Assortment of profiteroles

Orange Juice \$2 per person

Savoury options

Gourmet savouries with dipping sauces

Freshly baked savoury muffins

Club sandwiches with fresh local produce

Homemade calzone with ham and tomato

Ham and brie croissants

Homemade sausage rolls

Cheese and herb scones

Mini assorted wraps

Served with freshly brewed premium coffee and a selection of traditional, herbal and fruit infused teas

LUNCH MENU

Standing Lunch 1 \$29.00

Marlborough breads with freshly made condiments and hazelnut dukkah

Antipasto platter with locally sourced produce

Oven baked Ora King salmon served on a lemon infused pappardelle pasta with caper aioli

Baked gourmet potatoes with Marlborough sea salt and olive oil

Marlborough green salad with seasonal vegetables and dressing

Roasted pumpkin, spinach and red pepper cous cous salad

Green bean salad with toasted almonds, chickpeas, tomatoes and feta

Selection of premium NZ cheese, thin wafer biscuits

Seasonal fresh fruit

Freshly brewed coffee and a selection of teas

Additional hot dishes not listed but available on request

Orange Juice \$2.00 Per Person

Standing Lunch 2 \$29.00

Marlborough breads with a selection of dips and olive oil

Kai moana from the shores of Marlborough with lemons and hot sour dipping sauce

Lemon and thyme baked chicken thighs on a smoked paprika rice pilaf drizzled with rocket pesto

Baked gourmet potatoes with Marlborough sea salt and olive oil

Marlborough green salad with seasonal vegetables and dressing

Roasted kumara, spinach and feta salad

Baby beetroot, watercress and hazelnut salad

Selection of sweet treats

Seasonal fresh fruit

Freshly brewed coffee and a selection of teas

LUNCH MENU CONTINUED

Standing Lunch 3 \$29.00

Marlborough breads with a trio of pesto's

Mediterranean style antipasto platter

Traditional beef ragout served on fettuccini pasta

Baked gourmet potatoes with Marlborough sea salt

Marlborough green salad with seasonal vegetables and dressing

Chargrilled Mediterranean vegetable and bean salad

Selection of sweet treats

Seasonal fresh fruit

Freshly brewed coffee and a selection of teas



Additional hot dishes not listed but available on request

Orange Juice \$2.00 Per Person



COCKTAIL RECEPTION MENU

Choice of 4 Items \$18.00

Choice of 6 Items \$24.00

HOT

Seared Marlborough scallops with watercress, fraiche and sweet chilli

Fish goujons with tartare

Sesame chicken tenders with dipping sauce

Globe artichoke and basil pesto tartlets

Selection of sliders

Crumbed sweet breads with chilli tartare and caper berries

Prawn cutlets with lime, chilli and coriander

Mediterranean baked half shell mussels

Duck confit with kumara rosti

Pulled pork tacos

Feta and quinoa falafel with smoked beef fillet and salsa verde

Selection of empanadas

COLD

Champagne ham and mustard crepes with baby spinach

Smoked wild venison loin with fresh horseradish crème

Marlborough Sound oysters, natural or with vinaigrette

Smoked salmon and cucumber club sandwiches

Blini with onion jam and blue cheese crumble

Wild mushroom pate crostini

Sesame crusted tuna on dark rye with wasabi mayo

Smoked salmon and dill sour cream blini

The above is purely a guideline and we are happy to cater to any specific requirements you have. A beverage selection can be designed to complement your catering choice

Cocktail Beverage Package

Beverages can be charged on a consumption basis or as part of a package

1 hour package \$20.00 per person

2 hour package \$25.00 per person

6 hour premium dinner package \$65.00 per person

Packages are inclusive of red wine, white wine, bubbly, bottled beer, orange juice and soft drinks

PLATED DINNER MENUS

Plated

\$60.00

STARTER

Soup of the season with freshly baked Marlborough ciabatta

MAIN

Roasted beef fillet served on a kumara rosti with beetroot relish, spinach topped with field mushroom and beef jus

Alternatively dropped with

Oven baked chicken breast stuffed with sundried tomato herbs and ricotta cheese served on a citrus arancini finished with green bean and a saffron sauce

Seasonal vegetables and fresh green salad served to your table

DESSERT

Raspberry and white chocolate cheesecake with berry compote and mascarpone

Alternatively dropped with

Sticky date pudding with caramel and almond praline

Freshly brewed coffee and a selection of teas to finish

Plated

\$70.00

STARTER

Vodka cured salmon with goats cheese and a watercress and pecan salad

Alternatively dropped with

Smoked venison with a beetroot, feta and salad greens

MAIN

Dry rubbed beef tenderloin served with a potato gratin, portobello mushroom served with baby rocket and red wine jus

Alternatively dropped with

Thyme and mustard roasted duck breast served on a butternut risotto and a port wine jus

Seasonal vegetables and fresh green salad served to your table

DESSERT

Traditional Italian styled Tiramisu with mascarpone chocolate sauce and biscotti

Alternatively dropped with

Vanilla bean panna cotta with a fig and pear chutney served with a pistachio nut filo pastry

Freshly brewed coffee and a selection of teas to finish

BUFFET DINNER MENUS

Buffet \$60.00

STARTER

Served to the table

Soup of the season with freshly baked Marlborough ciabatta

MAIN

From the buffet

Canterbury grass fed rolled leg of lamb

Oven baked chicken breast with a tomato and herb sauce

New potatoes rolled in olive oil

Seasonal vegetables served hot with herbed butter

Roasted pumpkin, spinach and red pepper cous cous salad

Roasted kumara, spinach and feta salad

Baby beetroot, watercress and hazelnut salad

Spring vegetable salad with balsamic

DESSERT

From the buffet

Chocolate mud cake

Panna cotta

Sweet petit fours

Fruit salad

Condiments

Freshly brewed coffee and a selection of teas to finish

Buffet \$70.00

STARTER

Served to the table

Marlborough breads to share

Smoked venison with a beetroot, feta and salad greens

MAIN

From the buffet

Roasted aged beef sirloin

Oven baked Ora King salmon supreme

Roasted gourmet potatoes

Seasonal vegetables

Green salad with fresh local produce

Assorted seafood platter

Greek styled pasta salad

Mediterranean vegetable salad

DESSERT

Lemon tart with raspberry couli and soft cream

Alternatively dropped with

Chocolate mud cake with raspberry couli and sauce anglaise

Freshly brewed coffee and a selection of teas to finish

WINE & BEVERAGE LIST

Wine	G	B	Spirits	
Lindauer Special Reserve 750ml	\$8.00	\$40.00	Single	\$5.00
Yealands Blush	\$8.00	\$40.00	Double	\$8.00
Non Alcoholic				
Villa Maria Cellar Selection Sauv Blanc	\$8.00	\$40.00	Coca Cola	\$4.00
Yealands Sauvignon Blanc	\$8.00	\$40.00	Diet Coke	\$4.00
			Lemonade	\$4.00
Villa Maria Cellar Selection Chardonnay	\$8.00	\$40.00	Lemon, Lime & Bitters	\$4.00
			Ginger Ale	\$4.00
Villa Maria Cellar Selection Riesling	\$8.00	\$40.00	Ginger Beer	\$4.00
			Soda Water	\$4.00
Villa Maria Cellar Selection Pinot Gris	\$8.00	\$40.00	Tonic Water	\$4.00
			Orange Juice	\$4.00
Villa Maria Cellar Selection Merlot	\$8.00	\$40.00		
Villa Maria Cellar Selection Pinot Noir	\$8.00	\$40.00		
Yealands Pinot Noir	\$8.00	\$40.00		
Bottled Beer				
Steinlager Mid		\$8.00		
Steinlager Pure		\$8.00		
Speight's Gold Medal		\$8.00		
Heineken		\$8.00		



ADDITIONAL SERVICES & CONTACTS

Audio Visual Equipment

Marlborough Light & Sound

Jeremy Falconer

Operations Manager

03 520 8558 / 027 424 6503

operations@mctt.co.nz

Trade Exhibition Hire

Peek Exhibition Design & Display

03 339 8361

info@peek.co.nz

www.peek.co.nz

Conference Activities

Business Events Marlborough

Nikki Roche

Business Development Manager

03 577 5523 / 027 203 2595

nikkir@marlboroughnz.com

www.marlboroughnz.com/conference

Accommodation

Scenic Hotel Marlborough

Kelly Ingram

Front Office Manager

03 520 6191

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www.scenichotelgroup.co.nz