

# ACAPULCO MOTOR INN



## CONFERENCE PACK

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# ACAPULCO MOTOR INN

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## Welcome to Acapulco Motor Inn

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Acapulco Motor Inn is perfectly located a short walk from the shores of Great Lake Taupö and leisurely 5 minute stroll to the CBD with its Boutique Shopping, Cafes and Nightlife.

We have two on site conference rooms and can cater for up to 50 attendees. Whether you require a boardroom for an intimate meeting or a venue for a training seminar, Acapulco Motor Inn can help! Onsite Audio Visual Equipment makes the set up quick and simple. Technical support is available to assist with your AV/computer requirements.

Both Rooms are fully air conditioned with natural lighting and great outdoor flow. We offer catered refreshments and delicious meals served by our friendly and professional conference team in your conference room and outdoor court yards.

This 4 star Qualmark property has 39 well equipped and spacious rooms, consisting of Studio's, 1 and 2 bedroom apartments and a large 3 bedroom townhouse. There is also our luxury 1 bedroom whirlpool suites are perfect for the corporate traveller with their modern design and luxury extra's. Property guest facilities include on site car parking, gym, private spa pools, and free unlimited wireless broadband access throughout the motor inn.

## Convention & Function Area

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	BOARDROOM	U-SHAPE	THEATRE	CLASSROOM	COCKTAILS
<b>Catellis Room</b>					
Ground Floor					
\$230.00 per day	10	20	35	20	50

Banquet seating is 36  
Please note AV equipment for Catelli's Room is an extra cost.

<b>Reids Room</b>					
Ground Floor					
\$270.00 per day	28	30	50	25	80

Banquet seating is 42  
Price includes all built in AV equipment, Reid's room has cabled internet.

**Catellis Room:** 55 square metres, 2.7 metres high

**Reids Room:** 70 square metres, 2.7 metres high



## Convention Equipment Hire

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**Complimentary items available with room hire:**

**(Includes both Catellis and Reids Rooms)**

- Room Set Up
- Static Whiteboard & Markers
- Iced Water
- Individually wrapped mints
- Pads & Pens

**Items available for hire for Catellis Room:**

Flipchart pad (stand complimentary)	\$15.00
Data projector – Full Day	\$50.00

*All equipment hire is on a daily basis. More specific equipment items are available, please enquire for rates.*

**\*All prices are inclusive of GST currently @ 15%**

# ACAPULCO MOTOR INN

## Conference Breakfasts

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### **CONTINENTAL BREAKFAST**

**\$15.00 per person**

Freshly squeezed Orange juice & selection of chilled fruit juices

Variety of cereals

Fruit

Yoghurt

Toast with a variety of condiments

Freshly brewed coffee & a selection of teas

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### **COOKED BREAKFAST**

**\$18.00 per person**

Freshly squeezed Orange juice & selection of chilled fruit juices

Scrambled eggs

Sausages

Bacon

Hash Browns

Tomatoes

Spaghetti

Toast with a variety of condiments

Freshly brewed coffee & a selection of teas

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### **FULL COOKED BREAKFAST**

**\$22.00 per person**

A combination of both cooked and continental breakfasts

***Breakfast will be served in Catellis Room.***

**\*All prices are inclusive of GST currently at 15%**

# ACAPULCO MOTOR INN

## Morning & Afternoon Tea Selection

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### MENU 1

Freshly brewed coffee & a selection of teas \$4.50pp

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### MENU 2

Freshly brewed coffee & a selection of teas. Your choice of one item below \$8.00pp

Assorted biscuits

Blueberry or banana chocolate chip muffins

Plain or fruit scones with jam and fresh cream

Banana or carrot cake

Club Sandwiches

Mixed savouries

Sausage Rolls

Additional items (per item) \$3.00pp

Orange juice \$3.00pp

**\*All prices are inclusive of GST**

# ACAPULCO MOTOR INN

## Lunch Menus

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### **FINGER FOOD LUNCH**

**\$19.00 per person**

#### **2 Assorted Rolls Per person**

House made rolls filled with chicken, salad, aioli or Ham, Lettuce, Tomato, Cheese, Egg & Aioli or Vegetarian

Please note will change if conferencing over multi days

#### **3 Mini Savouries per person**

Mini Pies, Quiches, and other seasonal items

#### **Assorted Sweet Finger Food Plate**

Seasonal tastes which may include Chocolate mousse, filled eclairs, mini cupcakes

Freshly brewed coffee and a selection of teas

Mineral water or orange juice available for an additional \$3.00 per person

Special dietary requirements accommodated upon request.

Minimum 5 Maximum 35 people

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### **BUFFET LUNCH MENU**

**Minimum 15 people – Maximum 35 people**

**\$30.00 per person**

#### **1 HOT DISH WITH RICE OR MASH AND SALAD OF VEGETABLES.**

Chicken Curry

Home made Spaghetti and Meatballs

Guinness and Beef Stew

Chicken Coq Au Vin

Beef Bourgeon

#### **ASSORTED SWEET FINGER FOOD PLATE**

Seasonal tastes which may include Chocolate mousse, filled eclairs, mini cupcakes.

Freshly brewed coffee and a selection of teas

Mineral water or orange juice available for an additional \$3.00 per person

Special dietary requirements accommodated upon request

# ACAPULCO MOTOR INN

## Lunch Menus

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### CONFERENCE LUNCH PLATTERS

Suitable for groups of 6 - 8 people with 3 platters

#### **Assorted club sandwiches \$35.00**

Ham, Lettuce, Tomato, Cheese, Egg & Aioli

#### **Assorted Savouries/sausage rolls/spring rolls \$40.00**

#### **Assorted croissant platter \$50.00**

Jumbo croissants filled with chicken, salad, cheese, aioli

#### **Antipasto platter \$50.00**

Cold meat, cheese, olives, pickles, breads

#### **Assorted sweet finger food \$35.00**

Seasonal tastes which may include -

Chocolate mousse, caramel apples, filled eclairs, mini cupcakes

Freshly brewed coffee and a selection of teas

Mineral water or orange juice available for an additional \$3.00 per person

Special dietary requirements accommodated upon request



# ACAPULCO MOTOR INN

## Cocktail Menu

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### **\$4.50 per person, per item**

Mini club sandwiches  
Mini sausage rolls and dipping sauce  
Chicken liver pate & cranberry jelly crostini's  
Spring rolls with sweet chili sauce  
Chicken, feta & spinach tarts  
Smoked chicken camembert & cranberry tarts  
Tuna and salad mini wraps  
Mini pizzas with either salmon and olives or chorizo and sundried tomatoes

### **Example 1: \$13.50 per person**

Chicken liver pate & cranberry jelly crostini's  
Spring rolls with sweet chili sauce  
Chicken, feta & spinach tarts

### **Example 2: \$18.00 per person**

Chicken liver pate & cranberry jelly crostini's  
Tuna and salad mini wraps  
Mini pizzas with either salmon and olives or chorizo and sundried tomatoes  
Smoked chicken camembert & cranberry tarts

# ACAPULCO MOTOR INN

## Sample Buffet Menu

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**Minimum 15 people – Maximum 35 people**  
**\$39.00 per person**

Soup of the day with fresh bread rolls

### **MAINS**

Mediterranean pulled lamb shoulder

Roasted Chicken thighs in a rich tomato sauce

### **SALADS**

Garden salad

### **VEGES**

Homemade mash potatoes

Steamed vegetables of the day

### **DESSERT**

Pavlova with cream and berries

### **TEA AND COFFEE**

Special dietary requirements accommodated upon request additional vegetarian meal can be provided if required.

# ACAPULCO MOTOR INN

## Sample Set Menu

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**Maximum 15 persons**

**\$39.00 per person**

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### **Fish and Chips**

Crisp batter, salad greens and chips with lemon and tartare sauce

*or*

### **Sirloin Steak**

250gms of aged organic beef served with peppercorn sauce, salad and fries

*or*

### **Venison Pie**

Tender pieces of venison slowly braised with plum sauce and juniper berries, encased in crisp savoury pastry and covered in gravy Pan fried fresh fish with lemon hollandaise sauce.

*or*

### **Chicken Wellington**

Roasted chicken breast with bacon chutney and cheddar cheese, wrapped in pastry served with gravy.

***All mains served with potatoes and vegetable medley***

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### **Caramel Apple Trifle**

Layers of caramel apple, cinnamon cream and sponge topped with salted caramel Sauce.

### **Banoffee Pie**

Rich caramel and banana pie with cream and gooey caramel/banana sauce

Freshly brewed coffee & a tea selection

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### **Build your Menu**

Add on Breads to Share for \$4.00 per person

Add on Entree 2 Options \$10.00 per person

Add on Pre - Dinner Snack Platter \$25 Per Platter

Special dietary requirements accommodated upon request additional vegetarian meal can be provided if required.

# ACAPULCO MOTOR INN

## Terms & Conditions

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### **Prices:**

All prices quoted are inclusive of GST of 15%, valid from 1 January 2016.

### **Confirmation:**

The Acapulco Motor Inn will hold a tentative booking for a maximum of 3 working days. Confirmation of a tentative booking must be made within 7 days and a signed copy of the terms and conditions received. The motor inn reserves the right to release the booking after this date without further notice.

### **Cancellation:**

All cancellations must be received in writing and the following conditions will apply:

For cancellations between 30 days and 15 days prior to the commencement of the event, 15% of the total estimated revenue for the conference may be charged.

For cancellations between 15 days and 7 days prior to the commencement of the event, 25% of the total estimated revenue for the conference may be charged.

For cancellations less than 7 working days prior to the commencement of the event, 50% of the total estimated revenue for the conference may be charged.

### **Damages/Insurance:**

The Motor Inn does not accept any responsibility for damage to, or loss of any property or merchandise left in the Motor Inn prior to, during or after any function. Special attention should be given to valuable portable equipment such as laptops and data projectors.

In the event of any damages the Client assumes responsibility for any and all damages caused by the Client or any of the Client's guests or invitees or other persons attending the function, whether in accommodation rooms reserved or in any other part of the Motor Inn.

The Client will be responsible for the removal of all property after the conclusion of the event and any goods left in the Motor Inn after the function without prior arrangement will be deemed abandoned.

### **Catering:**

Final menu choices and function details are required at least 7 working days prior to your event. Final numbers for catering are to be confirmed 48 hours (2 working days) prior to the function date. Your account will be charged for this amount as a minimum.

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**Food and Beverage:**

The client shall not bring on to the Motor Inn premise any food, liquor or other refreshments, without prior arrangement. In the event of a breach of this provision the Manager may terminate the function without effect on the motor inn's rights to all costs and charges otherwise payable by the client.

**Non Smoking:**

Please note all conference rooms, accommodation rooms and public areas within the Motor Inn are Smoke Free.

**Conduct of the Function:**

The client is not permitted to exceed any noise levels, which in the opinion of the Motor Inn, may disturb other guests of the Motor Inn, or disrupt the normal operations of the Motor Inn.

**Final Payment:**

All accounts are to be settled upon departure unless prior arrangement has been made for credit facilities. For clients with approved credit facilities, payment is required by the 20<sup>th</sup> of the month following the date of invoice.