

Meeting and Training Rooms



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Our brand new, world-class meeting and training facilities are located conveniently in the Sydney CBD, only a **3-minute walk from Wynyard Station**.

Each room is fully customisable to suit your needs. Our rooms were purpose built to be comfortable, while still feeling spacious with plenty of natural light. Various set-ups can range from U-shape, pods, classroom, boardroom or seminar; hosting from as little as 6 to 150 attendees at an event.

Each room is equipped with 75-inch television screens, secure networks and WiFi, whiteboards, flipcharts and video conference units to ensure your event runs smoothly and successfully. PM-Partners' IT department will also be on-hand day or evening. Full catering of all meetings or events is available and a large kitchen/canteen also available for use.

To enquire about hosting your next event, training or meeting at PM-Partners, please contact us today: info@pm-partners.com.au | 1300 70 13 14

Why choose PM-Partners for room hire?

- ✓ Rooms are completely customisable based on your unique requirements
- ✓ State of the art, newly-built rooms that are modern and spacious
- ✓ Customisable technology to suit your needs and our IT department on hand
- ✓ Delicious catering is available for all events and meetings
- ✓ Conveniently located near Wynyard Station and Barangaroo

Standard room hire

Our standard meeting room **comfortably accommodates up to 40 people** and is equipped with advanced conferencing technology to facilitate hybrid meetings. Clients can book the meeting room in advance by contacting PM-Partners.

What's included in your meeting room hire

- ✓ **Interactive Smart Board:** Enhance your presentations and collaboration with our interactive smart board.
- ✓ **Standard Software Support:** Each room supports various software, including Microsoft Teams and Zoom, with access to collaborative tools like Mural and Miro.
- ✓ **Multiple Displays:** Screens at both the front and back of the room ensure that virtual participants are always visible and audible.
- ✓ **High-Sensitivity Microphones:** Ensures clear audio for all participants, both in-person and virtual.
- ✓ **Dedicated Video Equipment:** Multiple camera angles (front and back of the room) with an additional AI camera available on request.
- ✓ **Collaborative Tools:** Each room is equipped with flipcharts, posters and various sized whiteboards for collaborative activities.
- ✓ **Guest Wi-Fi:** Dedicated high-speed internet access for all your attendees.
- ✓ **Optional Camera with AI Tracking:** Automatically follows the speaker, providing a seamless experience for virtual attendees.

Dedicated Concierge

All our concierges are highly trained and knowledgeable in any technology that may be utilised by the client. Our dedicated concierges ensure you can have a quality hybrid experience and not have to worry about any technological issues. Hybrid workflow requires constant monitoring and a high dependency on technology, which can hinder the flow of information during the event/meeting. Concierges facilitate these hybrid requirements and will be present and monitoring (*) the technology to ensure that the overall experience is as immaculate as possible.

- ✔ **Setup:** Your concierge will handle all technological requirements to facilitate the event/meeting.
- ✔ **Monitor:** A dedicated concierge can monitor the meeting, ensuring the conferencing requirements like managing Zoom, assisting with Collaborative tools, etc., run fluidly.
- ✔ **Availability:** Available for the entirety of your meeting duration or as per the client's instructions. Will monitor and ensure smooth flow of the meeting/event.

() Please note that a dedicated concierge, responsible for being present throughout the duration, comes at an additional charge, at a day rate of \$250.*

Operations and catering support

Our operations team provides comprehensive support to ensure your event runs smoothly, providing clients with exceptional hospitality and access to all kinds of resources that may be required. (*)

- ✓ **Replenishment:** Ensures the kitchen is stocked with refreshments and everything is in order. Access to a variety of beverages to keep your attendees refreshed.
- ✓ **Supply Requirements:** Responsible for ensuring the availability of all kinds of stationery and other supplies that might be required by the client.
- ✓ **Dietary-specific Catering:** The operations team ensures that the catering ordered meets the dietary restrictions and preferences provided by the client prior to the session.

(*) *Operations support comes with the cost of room hire.*

Big Room Hire

For events with more than 40 participants, our 'Big Rooms' are available. These rooms combine two standard rooms to accommodate up to 150 participants while still offering the option of hybrid delivery.

- ✓ **Multiple Displays Throughout the Room:** Ensuring that all attendees, including virtual participants, can see the content being presented clearly.
- ✓ **Additional Smartboard:** Available on request for enhanced collaboration and presentation.
- ✓ **Hybrid Facilitation:** The big room maintains the ability to facilitate hybrid meetings effectively while being able to accommodate a large group of participants.
- ✓ **Exclusive Support:** The Big Rooms come with the option of a dedicated Concierge as well as full operational support for the clients.

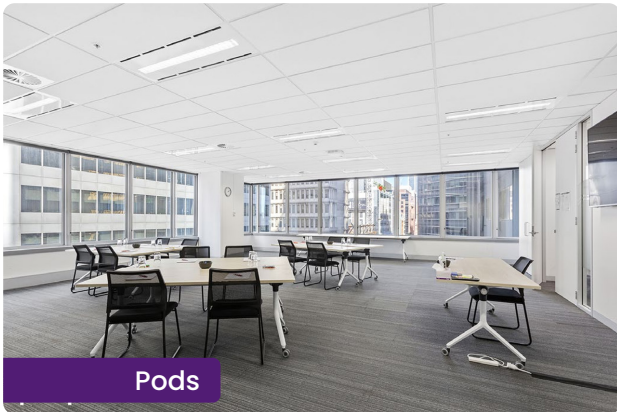
Room Layout Options



Classroom



Seminar



Pods



Boardroom

