



HERITAGE  
EVENTS

HERITAGE QUEENSTOWN

# CONFERENCE PACK



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# WELCOME TO HERITAGE QUEENSTOWN



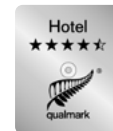
HERITAGE  
QUEENSTOWN  
DELIVERS RESORT  
STYLE FACILITIES  
WITH AN ALPINE FEEL

Queenstown, New Zealand's mountain playground, is one of the great alpine regions of the world. The idyllic Heritage Queenstown hotel calls this place home.

The resort, not just the altitude, offers a hotel experience and unique conference and event facilities certain to leave you breathless.

Soak in the amazing view of the towering Remarkables mountain range, rising from the rippling waters of Lake Wakatipu, from the comfort of your room.

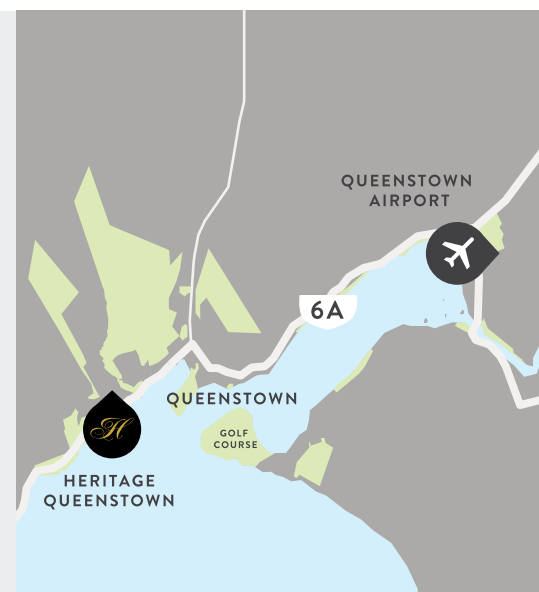
Crafted from centuries-old schist stone and cedar, this comfortable and sophisticated Queenstown hotel is the perfect place to mix business and pleasure.



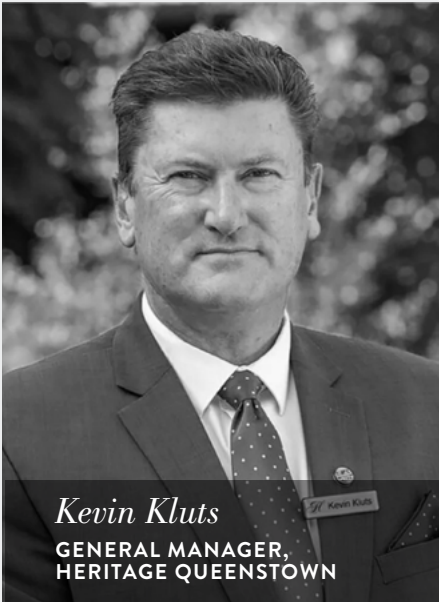
## GETTING HERE

Heritage Queenstown is to the west of Queenstown's CBD at Fernhill, just a scenic 10 minute walk to town or 3 minute drive. It's 20 minutes from Queenstown Airport during the day. We are able to arrange pick-ups and drop-offs to the airport with our preferred taxis, airport transfer or coaches suppliers.

The Hotel's entrance and reception is accessible from 91 Fernhill Road with parking available on-site.



# MEET OUR TEAM



## MEET KEVIN

Kevin has an extensive hotel operations and sales and marketing background, both in New Zealand and North America. Prior to returning to New Zealand, Kevin was the Regional Operations Manager of Holloway Lodging Canada, responsible for 36 hotels.

Kevin is passionate about the industry and people, always striving to provide the ultimate customer experience.

For the last three years, Kevin has been the General Manager of Heritage Queenstown.

When Kevin is not working, he enjoys getting outdoors and spending time with his family, whether that is a hike up Queenstown Hill or getting out on the boat to fish, he has expert knowledge of the best sights and sounds around the region.



## MEET MELISSA

Melissa leads our Business Events team and has a wealth of experience delivering exceptional events. She has a great deal of creativity, passion and agility for presenting the best results for clients.

When you book your event at Heritage Queenstown, we complete all the contracting and coordinating you require for your booking. Your Event Coordinator will discuss venue options, menu selection, audio visual equipment needs and develop your event run-sheet. During the course of the event, your Coordinator will ensure

that the transition between each phase of your event runs with ease.

The Banquet and Kitchen team will provide all your meals during your breakout sessions. Our Food & Beverage Attendants will greet you in the morning and reconfirm details for the day, provide you with the Health & Safety brief and be on hand throughout the course of your event. This team will also re-set your room during the breaks and are always on hand to help with your event.

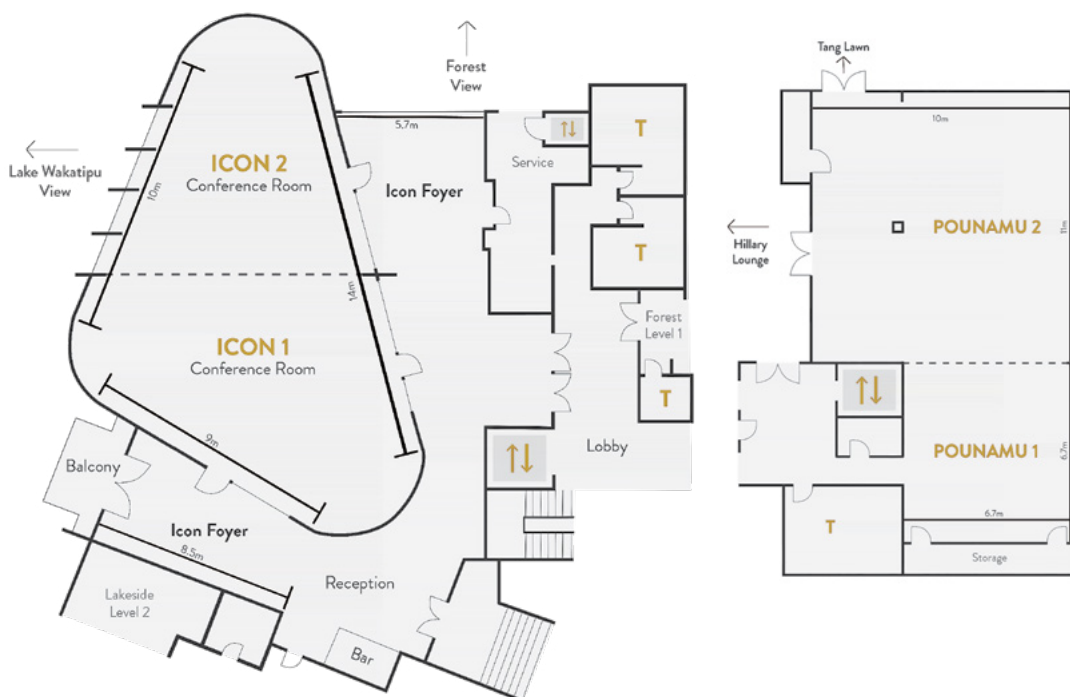


# HERITAGE QUEENSTOWN CAPACITY AND SITE MAP

## HERITAGE QUEENSTOWN CAPACITY COMPARISON

	AREA SQM	THEATRE	BOARD ROOM	CLASS ROOM	U SHAPE	BANQUET	COCKTAIL	CABARET
ICON ROOMS COMBINED	192	200	-	150	60	150	250	120
ICON ROOM 1	102	95	40	60	30	70	125	56
ICON ROOM 2	90	75	30	40	20	50	100	48
ICON FOYER	140	-	-	-	-	-	150	-
ICON ROOF TOP	192	-	-	-	-	120	170	-
POUNAMU ROOMS COMBINED	170	120	-	80	42	110	180	72
POUNAMU 1	50	40	16	20	12	30	40	24
POUNAMU 2	120	80	40	60	30	80	140	48
HILLARY LOUNGE	35	-	-	-	-	-	40	-

## HERITAGE QUEENSTOWN SITE MAP



## AWARD-WINNING

Heritage Queenstown's award-winning Icon Conference Centre offers delegates expansive lake and mountain views from the conference room and rooftop terrace. It also includes display access for car launches. The rooftop venue, above Icon 1 & 2, provides a spectacular venue for outdoor events.

### FLOOR PLAN

For detailed floor plans contact [conf\\_hzqn@heritagehotels.co.nz](mailto:conf_hzqn@heritagehotels.co.nz)

# — HERITAGE QUEENSTOWN — CONFERENCE ROOMS



*Icon Conference Centre Roof Top*



*Icon - Classroom Style*



*Icon - Banquet Style*



*Icon - Theatre Style*



*Pounamu 2*

# THE CONFERENCE PACKAGES

## DAILY DELEGATE PACKAGE

From \$89 per person per day - Full Day  
Minimum numbers required.

From \$80 per person per day - Half Day  
Minimum numbers required.

### THE DAY DELEGATE PACKAGE INCLUDES THE FOLLOWING:

- Venue hire\*
- Data projector, screen, whiteboard and flipchart with markers
- State of the art sound system including lectern microphone and either a lapel or hand-held microphone
- 1 hour technical assistance from in-house AV supplier on day one of the event
- Pens, conference pads, water and mints
- Unlimited high speed WiFi (delegate use only)
- Morning tea - please select one item from menu
- Working Lunch in Mackenzies Restaurant
- Afternoon tea - please select one item from menu

Half day delegate package includes the above less one morning or afternoon tea break.

\* Primary meeting room only.



## BUILD YOUR OWN EVENT

### Price On Application

Minimum of 5 delegates

### THE BUILD YOUR OWN EVENT PACKAGE INCLUDES:

- Venue hire\*
- Pens, pads, water and mints
- Unlimited WiFi (delegate use only)

### Add on:

- Audio visual equipment though in house supplier, Shipleys Audiovisual, for equipment and on site technical support
- Food and beverages

\*Primary meeting room only.



# — HERITAGE QUEENSTOWN — CONFERENCE MENUS



Heritage Queenstown offers extensive conference menus to tantalise any delegates taste buds. Our culinary team has a strong focus on providing fresh, locally sourced produce that compliments the Central Otago region. Our chef can tailor a menu to suit any theme or occasion. Each of the menus are downloadable via the links below.

## BREAKFAST



- Continental and Cooked Buffet Breakfast Menu from \$35 per person for a minimum of 20 guests

## BREAKS



- Tea Break Menus from \$13.50 per item per person

## LUNCHES



- Lunch Menu from \$34 per person

## DAILY DELEGATE



- Daily Delegate Package - Half Day from \$80 per person, minimum numbers apply
- Daily Delegate Package - Full Day from \$89 per person, minimum numbers apply

## CANAPÉS



- Canapés Menu from \$21.50 per person
- Substantial Canapés Menu from \$11 each

## DINNERS



- Plated Menu from \$75 per person for 2 courses and \$85 per person for 3 courses
- Buffet Menu from \$85 per person, minimum of 30 guests
- BBQ Buffet Menu from \$79 per person, minimum of 30 guests

## BEVERAGES



- Heritage Queenstown has an extensive range of New Zealand (featuring Otago) and international wines, beers and spirits
- Beverage Packages from \$34 per person for 1 hour with the Standard Package or from \$40 per person for 1 hour with the Premium Package



# TEAM BONDING CONFERENCE ACTIVITIES

*The number of possible team activities located in the Queenstown region is growing every year and will suit a wide range of interests, ages and physical abilities.*

Queenstown's stunning scenery and huge range of activities cement its reputation as the adventure capital of the world.

Surrounded by mountains and set on the shores of Lake Wakatipu, Queenstown offers a stunning alpine backdrop for your next conference or incentive.

For those looking for an adrenalin adventure there are numerous bungy jumps, jet boating tours, zipline trekking and skydiving available in the region.

Or if you are looking for something a little less action packed, yet still out doors, there

are four wheel drive tours, bike trails, five local golf courses and the region's world renowned wineries for tastings and tours.

Queenstown's seasonality is also well known and in winter it is ideally placed with three local ski fields within easy reach of the hotel.

You are also able to arrange bike hire at the hotel so your team are able to get out and enjoy The New Zealand Cycle Trails.

Please talk with your Event Coordinator to arrange activities for your delegates.



# HERITAGE QUEENSTOWN GUEST ACCOMMODATION

Heritage Queenstown offers a choice of 175 luxurious rooms and suites in three wings of the property, Lakeside, Forest and Waterfall.



## ROOM FEATURES

- Private balconies with outdoor furniture
- En-suite bathrooms including bath and separate shower
- Complimentary tea and coffee facilities
- In room safe
- Sky TV and free to air channels
- Radio alarm clock
- Executive writing desk
- Unlimited WiFi, conditions apply
- Bathrobes
- Complimentary luxury toiletries

## SUITE FEATURES

- Open plan dining/living area
- iPod docking station
- Kitchenettes and self-contained kitchens complete with dishwasher, cooking facilities, crockery and glassware
- Washing machine and dryer

# HERITAGE QUEENSTOWN SERVICES AND FACILITIES



## SERVICES AND FACILITIES

- Complimentary unlimited WiFi internet access in lobby and rooms, conditions apply
- Unique indoor/outdoor swimming pool
- Indoor spa pool
- Sauna
- Well-equipped gymnasium
- Mackenzies Restaurant
- Mackenzies Bar
- Rooftop Terrace
- Underground parking
- Business centre
- Concierge
- Ski Cave: ski storage and drying areas
- 24-hour room service
- Dry cleaning
- Laundry facilities
- Foreign currency exchange
- Bike hire

