



# City

MEETINGS

# WEST PLAZA HOTEL – MEETINGS & EVENTS

**L**ocation, location, location. West Plaza Hotel occupies the prime position for business or pleasure in Wellington. Close to the airport, Shed 6, TSB arena, the waterfront and Te Papa. We're in easy walking distance of the major government departments, commercial offices, the premium shopping of Lambton Quay and the entertainment zones of Courtenay Place and the Cuba Quarter.

With four specifically designed conference rooms we can cater for 12 - 230 people, we can specifically design and plan all event types and cater to all budgets. Our rooms are flexible in size, so they also make an ideal venue for seminars, workshops, smaller events and business meetings. Add to that a welcoming friendly atmosphere, a fabulous team to help with all your needs and 102 spacious and comfortable guest rooms.

*The complete venue for your next conference*



|  | Cabaret | Boardroom | U-Shape | Theatre | Classroom | Banquet | Cocktails |
|--|---------|-----------|---------|---------|-----------|---------|-----------|
| <b>Meeting Room ONE</b><br>7.5m x 21 m   | 90      | 40        | 30      | 180     | 80        | 150     | 200       |
| <b>Meeting Room TWO</b><br>7.2m x 11.4m  | 30      | 26        | 20      | 80      | 36        | 50      | 120       |
| <b>WPH Boardroom</b><br>4m x 8m          | N/A     | 12        | N/A     | N/A     | N/A       | N/A     | N/A       |
| <b>Meeting Room THREE</b><br>6.1m x 7.4m | N/A     | 22        | 18      | 30      | 18        | 30      | 50        |

**Numbers shown are the maximum number of guests to each room**

**Meeting Room ONE** - Enjoy state of the art data projectors with dual or separate screens displayed onto whiteboards so additional notes can be made. This room is located on the first level of the hotel, interconnects with meeting room two and has natural lighting.

**Height - 2.4m (8ft) at ends of room & 4m (13ft) middle of room**

**Meeting Room TWO** - A great workshop/think tank room displaying a whiteboard wall, funky presenter stools and an installed data projector. This room is located on the first level of the hotel and interconnects with meeting room one.

**WPH Boardroom** - Enjoy executive office chairs and a 55-inch TV screen for your presentation. This room is located on the first level of the hotel.

**Meeting Room Three** - This room is located on the ground floor and is suitable for private dining and small conferences. Please note that this room is situated next to the kitchen and some noise should be expected. The room has been

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## **City Express Package**

**\$38.00 per day, per person**

### **Inclusions:**

Wi-Fi for all delegates  
Standard whiteboard & markers  
Iced Water & Minties  
Pads & Pens

**(Minimum of 20 delegates, if less venue room hire applies)**

### **On Arrival**

Freshly brewed coffee & a selection of teas

### **Morning Tea**

Chef's choice - Freshly baked muffins with butter (V)  
Freshly brewed coffee & a selection of teas

### **Lunch**

Selection of club sandwiches and filled wraps  
Platter of mixed savouries with tomato ketchup  
Sweet treat

Freshly brewed coffee & a selection of teas

*(add a fresh fruit platter for only \$3 pp)*

### **Afternoon Tea**

Warm freshly baked biscuits (V)  
Freshly brewed coffee & a selection of teas



## **City Classic Package**

**\$46.00 per day, per person**

### **Inclusions:**

Wi-Fi for all delegates  
Data Projector & Screen  
Standard whiteboard & markers  
Iced Water & Minties  
Pads & Pens

**(Minimum of 20 delegates, if less venue room hire applies)**

### **On Arrival**

Freshly brewed coffee & a selection of teas

### **Morning Tea**

Apricot & vanilla pod friands (V, GF)  
Freshly brewed coffee & a selection of teas

### **Lunch**

Turkish bread with butter (V)  
Greens with radishes, snow peas & dressing (V, GF, DF)  
Greek salad  
Roasted red peppers, feta & mint couscous salad (V)  
Lamb koftas with mint & yoghurt dressing  
Char grilled vegetable kebabs (V, GF, DF)  
Red velvet cupcakes (V)  
Fresh fruit platter (V, GF, DF)  
Freshly brewed coffee & a selection of teas

### **Afternoon Tea**

Glazed fruit tarts (V)  
Freshly brewed coffee & a selection of teas

### **See Mix & Match -**

More options available to create your own menu

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# WEST PLAZA HOTEL – MEETINGS & EVENTS

## **City Deluxe Package**

**\$51.00 per day, per person**

### **Inclusions:**

Wi-Fi for all delegates  
Data Projector & Screen  
1 Car park for the presenter  
Standard whiteboard & markers  
Iced Water & Minties  
Pads & Pens

**(Minimum of 20 delegates, if less venue room hire applies)**

### **On Arrival**

Freshly brewed coffee & a selection of teas

### **Morning Tea**

Warm ham, cheese & tomato croissants  
Freshly brewed coffee & a selection of teas

### **Lunch**

Cucumber & carrot ribbons, red onion, coriander & chat masala salad (V, GF, DF)  
Mesclun salad & herb vinaigrette (V, GF, DF)  
Chefs curry of the day (Medium spice TBA)  
Crushed potatoes, spinach & peas in a creamy tomato sauce (GF)  
Steamed jasmine rice (V, GF, DF)  
Poppadum's & yoghurt raita (V)  
Individual carrot cakes with cream cheese frosting (V)  
Seasonal fresh fruit platter (V, GF, DF)  
Freshly brewed coffee & a selection of teas

### **Afternoon Tea**

Homemade lemon citrus tarts (V)  
Freshly brewed coffee & a selection of teas

### **See Mix & Match -**

More options available below for you to create your own menu

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## **Happy Hour & Platters**

**Finish your day at City Bar:**

5.00pm – 6.00pm \$6.50 House wine and tap beers

### **Platters**

Salami and / or ham pizza slices \$20.00, serves 10  
Oriental platter with sweet chilli sauce \$20.00, serves 10  
Breads and homemade dips \$30.00, serves 10 (V)  
Fresh assorted vegetable crudities platter with homemade dips - \$20.00, serves 10 (V, DF, GF)



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## Mix & Match

**Morning & Afternoon Tea - Selection of teas & freshly brewed coffee & any 1 of the following items \$7 per person / Extra items \$3.00 per person**

Beef sausage rolls with poppy seeds & tomato relish  
Breakfast frittata (bacon, sausage, mushroom & tomato)  
Ham, cheese & pesto pizza pinwheels  
Platters of mini pies and quiches with tomato chutney  
Club sandwiches with assorted fillings, including vegetarian  
Corn fritters with sour cream & salsa (GF)  
Glazed ham, Swiss cheese & mustard mayonnaise filled croissants  
Selection of freshly baked biscuits (V)  
Friands: Pear & ginger / Apricot & vanilla pod / Plum, dark chocolate & coconut - (All V, GF)  
Muffins: Zucchini, shallots & cheese / Almond, apricot & cream cheese / Banana walnut / Double chocolate / Blueberry crumble (All V)  
Scones: Cheese with chive butter / Date & orange / Blackberry & lemon (All V)  
Banana bread with butter (V)  
Devonshire scones with mixed berry jam & whipped cream (V)  
Slices: Classic rocky road / Ginger crunch / Chocolate pecan brownie (All V, GF)  
Fruit kebabs with toasted coconut yoghurt (V, GF)  
Red velvet cupcakes (V)  
Glazed fruit tarts (V)  
Lamingtons with whipped cream (V)  
Orange & almond or Raspberry poppy seed cake with a citrus syrup (V, GF, DF)  
Lemon citrus tart

## OPTIONAL LUNCH ITEMS – PRICES ON REQUEST

Lamb, feta & mint salad  
Asparagus, bacon and cranberry salad (DF, GF)  
Courgette, Bocconcini & Mesclun salad with a lemon sour cream dressing (GF, V)  
Gourmet potato salad with seeded mustard mayo (V, DF, GF)  
Classic creamy coleslaw (V, DF, GF)  
Classic Caesar salad with soft boiled egg, croutons, parmesan bacon and dressing (no anchovies)  
Orange and beetroot salad with balsamic glaze (V, DF, GF)  
Apple, pomegranate & watercress salad (V, DF, GF)  
Cold meats & cheese platter with mustards & chutney  
Chicken, basil & brie tart with cranberry chutney  
Pork belly & grilled pineapple kebabs (DF, GF)  
Grilled eggplant slices topped with fresh mozzarella, basil & cherry tomato (V)  
Camembert, walnut and spinach filo cups with plum sauce  
Mild spiced homemade vegetable samosas with fruit chutney  
Fresh coriander, salmon & ginger fish cakes with chilli jam (GF)  
Salami & mushroom / ham & tomato pizza slices

## Under 10 people for Lunch

How about a pre-plated lunch?

Homemade beef or vegetable lasagne with a crisp green salad \$15.00 per person  
Classic Caesar salad with chicken breast, soft boiled egg, croutons, parmesan bacon and dressing (no anchovies) \$18.00 per person  
Bacon, chicken and salad toasted club with aioli and curly fries \$18.00 per person



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## BUFFET MENU SELECTION

**2 Choices from each section with no carvery \$41.50 per person**

**2 Choices from each section plus carvery \$54 per person**

### Section 1 - **Entrée** *includes dinner rolls with sea salted butter*

Soup of the day - made using fresh seasonal vegetables (V, GF)

Antipasto platter - deli meats with pickled & marinated vegetables (GF, DF)

Classic prawn cocktail with iceberg, prawns, lemon wedge & cocktail dressing (GF, DF)

Mushroom and brie stuffed Yorkshire puddings

Lime, chilli salmon and cream fraiche on fresh cucumber (GF, DF)

### Section 2 - **Salads** *includes a mesclun salad with herb dressing*

Pasta shells with peppers, black olives, sundried tomato pesto & parmesan

Beetroot & orange salad with a balsamic glaze (V, GF, DF)

Citrus Quinoa with pumpkin & cranberry (V, GF, DF)

Classic cream coleslaw (V, GF, DF)

Gourmet potato salad, spring onions & wholegrain mustard mayonnaise (V, GF, DF)

Spinach, barley & mushroom (V, GF, DF)

Apple, pomegranate & watercress (V, GF, DF)

Section 3 - **Hot Selection** *includes seasonal vegetables with either steamed jasmine rice or baby potatoes with garlic & rosemary*

Chicken Teriyaki & garnished with grilled pineapple (DF)

Mushrooms and pan-fried chicken breast in a creamy chive sauce (GF)

Grilled maple, Dijon & chilli chicken

Butter chicken- marinated roasted chicken thighs, creamy tomato sauce & spices (GF)

Pan fried seasonal market fish with tomatoes, basil & olive (GF)

Osso Bucco lamb – slow cooked in white wine, tomato and spices

Lamb Rogan Josh - diced lamb, onions, yogurt, garlic, ginger & aromatic spices (GF)

Pork belly slow braised and served with plum sauce (GF)

Thai beef curry (GF)

Vegetable lasagne with ratatouille & parmesan béchamel (V)

Spinach and 3 cheese cannelloni pasta (V)



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## Section 4 - **Carvery**

Glazed ham on the bone with Dijon & wholegrain mustards (GF, DF)

Sumac roasted Angus beef with rich gravy (DF)

Thyme & garlic stuffed & roasted leg of lamb with minted gravy (GF)

## Section 5 - **Desserts**

*all served with bowls of freshly whipped vanilla cream and mixed berry compote*

Blueberry & toasted almond tart (V)

Kiwi pavlova topped with classic summer fruits & passionfruit glaze (V, GF)

Baked New York cheesecake, vanilla biscuit crumb base with fresh berries & lemon zest

Traditional lemon meringue pie (V)

Black forest gateau

Milk & dark chocolate torte drizzled with white chocolate (GF)



## **Canapés**

Sweet chilli prawn skewers. (GF, DF)

Smoked salmon & crème fraîche on cucumber slices. (GF)

Crumbed calamari with citrus mayonnaise

Pork belly spoon with apple slaw (GF, DF)

BBQ pulled pork & slaw - petit burgers

Lamb loin strips with roasted red pepper sauce with dukkha (GF, DF)

Beef & caramelised onion with tomato chutney on bruschetta

Yorkshire pud, rare roast beef & horseradish

Spicy jerk chicken with mango & peach chutney on a tostada (DF)

Chicken sticks with Peri Peri sauce or capsicum apricot chutney (GF)

Lavosh sesame crackers with a warm spinach & feta dip (V)

Watermelon, feta, basil & pink peppercorn spoon (V, GF)

Cherry tomato & caramelised onion baked pastry with shaved parmesan (V)

Asparagus, goats cheese & mint tart with preserved lemon mayonnaise (V)

## **Sweets**

Vanilla profiterole cream puffs

Cinnamon & sugar mini donuts

Petit cappuccino eclairs

Individual pavlovas with whipped cream with fresh berries

Mini citrus lemon tarts

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## Beverage List

### Bottled Beers

|                            |         |
|----------------------------|---------|
| Steinlager Pure            | \$9.00  |
| Steinlager Classic         | \$9.00  |
| Steinlager Tokyo Dry       | \$9.00  |
| Steinlager Mid**           | \$8.00  |
| Mac's Three Wolves         | \$8.00  |
| Mac's Mid Vicious          | \$8.00  |
| Corona                     | \$9.00  |
| Becks                      | \$9.00  |
| Speights Mid Ale**         | \$8.00  |
| Stella Artois              | \$9.00  |
| Panhead Port Road Pilsner  | \$10.00 |
| Panhead Blacktop Oat Stout | \$10.00 |
| Panhead Super Charger      | \$10.00 |
| Panhead Xtra Pale Ale      | \$10.00 |

\*\*Mid strength range of beverages

### Bottled Cider

|               |        |
|---------------|--------|
| Isaacs Apple  | \$8.00 |
| Isaacs Feijoa | \$8.00 |
| Isaacs Berry  | \$8.00 |
| Isaacs Pear   | \$8.00 |

### Spirits

|               |        |
|---------------|--------|
| Single Spirit | \$5.00 |
| Double Spirit | \$9.00 |

### White Wines

|   |          |
|---|----------|
| Peter Yealands Sparkling - Methode Traditionelle                    | \$105.00 |
| Lake Chalice The Haast - Chardonnay                                 | \$48.00  |
| Nautilus - Sauvignon Blanc  | \$50.00  |
| Wither Hills Early Light 9.5% - Sauvignon Blanc                     | \$45.00  |
| The Ned Pinot - Pinot Gris  | \$48.00  |
| Dusky Sounds - Chardonnay; Sauvignon Blanc;<br>Pinot Gris, Riesling | \$35.00  |

### Red Wines

|                                   |         |
|-----------------------------------|---------|
| Kate Radburn - Pinot Noir         | \$52.00 |
| Torea Oyster Catcher - Pinot Noir | \$48.00 |
| Earthworks - Shiraz               | \$48.00 |

\*Most wines are available by the glass

### Non Alcoholic Drinks

|                             |        |
|-----------------------------|--------|
| Juice                       | \$5.00 |
| Soft Drink                  | \$4.00 |
| Schweppes Ginger Beer       | \$6.00 |
| Schweppes Spicy Ginger Beer | \$6.00 |
| Diet Ginger Beer            | \$6.00 |
| Diet Lemon Lime & Bitters   | \$6.00 |
| Macs Green Apple            | \$5.00 |
| Macs Lemon Crush            | \$5.00 |
| Sparkling Mineral Water     | \$5.50 |

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