



AIM Brisbane

Purpose Built Training and Events Facilities



Australian
Institute of
Management
QLD & NT

AIM Management House

Purpose Built Training and Events Facilities

Cnr Boundary & Rosa Streets, Spring Hill, Brisbane 5 Minutes from Brisbane CBD

Located five minutes from the heart of Brisbane's CBD, AIM's Queensland headquarters, Management House, is one of Australia's finest business training conference and event venues.



Flexible Venue Hire

With first class training rooms, flexible meeting, presentation and conference rooms, appetising catering, a team of dedicated staff and a wide range of other benefits, Management House is the ideal venue for any type of business function or meeting.

Management House offers seven fully equipped meeting and function rooms, perfect for corporate presentations, product launches, focus groups, interviews, workshops, press conferences and training. These rooms are further complemented by a dedicated dining room suitable for banquets or presentations for up to 100 guests.

CUSTOM ROOM SETUP

- ✓ All rooms feature natural sunlight
- ✓ The Auditorium, Brisbane, Cairns, Toowoomba, Mackay and Darwin Rooms feature adjoining balconies
- ✓ Cabaret style and formal dining available in Darwin Room only (limited hire times)
- ✓ Choose the seating arrangement that suits you: Theatre, Classroom, U-Shape, Boardroom or Group.

COMPLIMENTARY ROOM HIRE INCLUSIONS

- ✓ Full room set up as required
- ✓ Use of one flipchart and standard whiteboard with whiteboard markers
- ✓ Use of one projector screen
- ✓ Wireless Broadband Internet access
- ✓ Participant Nameplates (on request)
- ✓ Mints and filtered water
- ✓ Onsite bookshop



Brisbane Room

Room Capacities and Seating Arrangements

Room	Room Dimensions	Theatre Style	Classroom Style	U-Shape Style	Boardroom Style	Group Style
Auditorium	111 sq mtr	120	70	40	50	6 x 6
Brisbane Room	58 sq mtr	65	35	24	28	4 x 6
Rockhampton Room	72 sq mtr	60	32	24	24	4 x 6
Cairns Room	53 sq mtr	50	24	22	18	2x6 + 2x4
Townsville Room	58 sq mtr	50	24	22	18	2x6 + 2x4
Toowoomba Room		-	-	-	18	-
Mackay Room	43 sq mtr	30	12	12	16	2 x 6
Gladstone Room	36 sq mtr	30	12	12	12	2 x 6
Bundaberg Room	45 sq mtr	30	12	12	16	2 x 6
Darwin Room	122 sq mtr	120	-	-	-	10 x 8
Consulting Room		-	-	-	4	-

Room Hire Rates

Venue hire rates are inclusive of GST. Functions held on a Public Holiday will incur a 25% surcharge.

Room	Weekday – Full Day		Weekday – Half Day		Weekend - Full Day		Weekend - Half Day	
	Non Member	AIM Member	Non Member	AIM Member	Non Member	AIM Member	Non Member	AIM Member
Auditorium	\$600	\$510	\$420	\$360	\$720	\$615	\$480	\$410
Brisbane Room	\$420	\$360	\$330	\$280	\$560	\$475	\$420	\$360
Rockhampton Room	\$420	\$360	\$330	\$280	\$560	\$475	\$420	\$360
Cairns Room	\$360	\$305	\$270	\$230	\$510	\$435	\$360	\$305
Townsville Room	\$360	\$305	\$270	\$230	\$510	\$435	\$360	\$305
Toowoomba Room	\$330	\$280	\$240	\$205	\$480	\$410	\$330	\$280
Mackay Room	\$330	\$280	\$240	\$205	\$480	\$410	\$330	\$280
Gladstone Room	\$330	\$280	\$240	\$205	\$480	\$410	\$330	\$280
Bundaberg Room	\$330	\$280	\$240	\$205	\$480	\$410	\$330	\$280
Darwin Room*	-		\$420	\$360	\$720	\$615	\$480	\$410
Consulting Room*	\$100	\$85	\$75	\$65	-		-	

* limited availability



Board Room

Equipment and Technical Support

Additional Fee Schedule

Audio Visual Services

Equipment	Non Member Rate	Member Rate
Standard Whiteboard with markers	Complimentary	Complimentary
Flip Chart, paper & markers	Complimentary	Complimentary
Projector Screen	Complimentary	Complimentary
Overhead Projector	\$30	\$22
Electronic Whiteboard	\$270	\$225
XGA Data Projector (1024 x 768 pixels)	\$180	\$150
Laptop Hire (Windows XP or 2003 with MS Office)	\$150	\$125
Data Projector and Laptop	\$300	\$270
Video/DVD Player	\$60	\$50
VHS camera & tripod (VHS tapes can be supplied at additional cost if requested)	\$120	\$100
DVD-cam & tripod (-R or -RW minidisk media can be supplied at additional cost if requested)	\$120	\$100
Switch (wi-fi network cabling)	\$60	\$50
Lectern & Microphone	\$48	\$40
Lapel Microphone	\$60	\$50
Hand Held Cordless Microphone	\$60	\$50
CD Player	\$24	\$20
Telephone in Room (+ call costs)	\$18	\$15
Conference Phone (+ call costs)	\$18	\$15
Video Conferencing (IP-based Sony system)	\$500	\$400

Audio Visual hire rates are inclusive of GST.

Items listed at a per day rate (unless hourly rate specified).

Should you require equipment or services not listed above, a quotation can be provided.



Darwin Room

Catering Options

Cocktail, Informal and formal Dining

With an on site, fully equipped commercial kitchen, a team of dedicated food staff and an enviable reputation as leaders in the field of corporate catering, Management House offers catering options for a range of events.

Our Chef uses only the freshest produce; local seafood, organic free range chicken, superior grade beef, a variety of fresh salads including cold cuts, a selection of Australian cheeses and an extensive selection of sweet temptations and fresh fruit.

AIM can accommodate special dietary requirements and create tailored menus to suit any function. Please contact AIM to discuss your menu.

Conference Catering Package

EXECUTIVE DAY PACKAGE

\$37.00 per person

On Arrival

A selection of premium teas, filtered coffee and chilled fruit juice served with fresh fruit.

Morning Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with chef's selection of either fresh scones with jam & cream, home made muffins, mini quiches, assorted pastries & slices and mini croissants with ham & cheese.

Lunch

Chef's selection of either buffet, plated or barbeque lunch served in the Darwin Room. Daily menu with hot dishes, gourmet salads, sliced fruit, assorted cakes, slices & desserts, chilled fruit juice and a selection of premium teas and filtered coffee.

Afternoon Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with Chef's selection of assorted butter cookies, tea cakes and fresh fruit.

Conference Catering Package

MANAGEMENT PACKAGE

\$32.00 per person

On Arrival

A selection of premium teas, filtered coffee and chilled fruit juice served with fresh fruit.

Morning Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with chef's selection of either fresh scones with jam & cream, home made muffins, mini quiches, assorted pastries & slices and mini croissants with ham & cheese.

Lunch

Your choice of either fillos or quiche served with gourmet salad in the Darwin Room, sliced fruit platter, chilled fruit juice and a selection of premium teas and filtered coffee.

Afternoon Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with Chef's selection of assorted butter cookies, tea cakes and fresh fruit.



Conference Catering Package

PROFESSIONAL PACKAGE

\$27.00 per person

On Arrival

A selection of premium teas, filtered coffee and chilled fruit juice served with fresh fruit.

Morning Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with chef's selection of either fresh scones with jam & cream, home made muffins, mini quiches, assorted pastries & slices and mini croissants with ham & cheese.

Lunch

Chef's selection of closed sandwiches or wraps with assorted fillings served in the Darwin Room with a fruit platter, a selection of premium teas, filtered coffee and chilled fruit juice.

Afternoon Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with Chef's selection of assorted cookies, tea cakes and fresh fruit.

Conference Catering Package

PROFESSIONAL HALF DAY PACKAGE

\$24.00 per person

On Arrival

A selection of premium teas, filtered coffee and chilled fruit juice served with fresh fruit.

Choice of Morning Tea or Afternoon Tea

Morning Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with chef's selection of either fresh scones with jam & cream, home made muffins, mini quiches, assorted pastries & slices and mini croissants with ham & cheese.

Afternoon Tea

A selection of premium teas, filtered coffee and chilled fruit juice served with Chef's selection of assorted butter cookies, tea cakes and fresh fruit.

Lunch

Chef's selection of closed sandwiches or wraps with assorted fillings served in the Darwin Room with a fruit platter, a selection of premium teas, filtered coffee and chilled fruit juice.

Package Upgrade

This package also includes the option to upgrade the lunch option –

Management Half Day Package:

Filo or Quiche served with gourmet salad and fruit platter for \$28.00 per person.

Executive Half Day Package:

Buffet, plated or barbeque lunch with dessert for \$32.50 per person.



Catering Package Alternatives

Package Alternative	Price
Coffee and Tea	\$3.25 pp
Fresh Fruit Juice	\$3.00 pp
Coffee, Tea & Cookies	\$4.50 pp
Coffee, Tea & Baked Item	\$5.50 pp
Continuous Tea & Coffee	\$12.00 pp
Closed Sandwiches	\$6.50 pp
Open Sandwiches	\$7.50 pp
Ribbon Sandwiches	\$8.50 pp
Wraps	\$9.50 pp
Buffet/Plated Lunch	\$24.00 pp
Fresh Fruit Platter (serves 10)	\$25.00
Antipasto Platter (serves 10)	\$30.00
Australian Cheese Platter (serves 10)	\$35.00
Sushi Platter (serves 40)	\$70.00
Filo served with Salad	\$19.50 pp
Quiche served with Salad	\$19.50 pp
Soup served with bread roll	\$5.50 pp
Dips and Crudities (serves 10)	\$14.50

pp – per person



Darwin Room

Catering Options Continued

Breakfast

Catering Package

PLATED BREAKFAST

\$22.00 per person

- Chilled Fruit Juices
 - Sliced Fruit
 - Danish pastries, muffins and croissants served with honey, jams and butter
 - Muesli with yogurt and fresh fruit berries
- A selection of premium teas and filtered coffee

served with your choice of one of the following

- Scrambled Eggs, Rosemary House Potatoes, two Crispy Bacon Rashers and Think Toast
- Banana and Berry Pancakes with Caramelised Macadamia Nuts and Maple Syrup **V**
- Eggs Benedict on Turkish Bread, two Crispy Bacon Rashers and Avocado
- Fillet Steak, Herb Chicken Sausage, Grilled Tomato, two Crispy Bacon Rashers and two Poached Eggs
- English Spinach, Ham and Feta Cheese Omelet with Avocado and Turkish Bread

Catering Package

BUFFET BREAKFAST

\$24.00 per person

- Chilled Fruit Juices
 - Sliced Fruit
 - Danish pastries, muffins and croissants served with honey, jams and butter
 - Muesli with yogurt and fresh fruit berries
- A selection of premium teas and filtered coffee

served with your choice of one of the following

- Fillet Steak
- Crispy Bacon Rashers
- Grilled Tomato and Swiss Cheese **V**
- Chicken Herb Breakfast Sausages
- Hash Brown **V**
- Sautéed Field Mushrooms **V**
- Scrambled Eggs **V**

Catering Package

CONTINENTAL BREAKFAST

\$16.50 per person

buffet breakfast

- Chilled Fruit Juices
 - Sliced Fruit
 - Danish pastries, muffins and croissants served with honey, jams and butter
 - Muesli with yogurt and fresh fruit berries
- A selection of premium teas and filtered coffee

V – Vegetarian

Packages based on groups of 15 or more. For smaller numbers, please contact AIM for more details.

Catering Options Continued

Dinner

Catering Package

BUFFET DINNER

\$35.00 per person

please choose two of the following

- Peppered Beef Fillet with Onion Chive Béarnaise sauce
- Northern Territory Barramundi with Peanut Crust in a Thai Red Curry with Rice
- Chicken Breast Fillet pocketed with Spinach, Bacon and Ricotta
- Roast Beef served with a Red Wine Jus
- Lamb Rump, Caramelized Onion and Braising Jus
- Wholemeal Pasta with a Tomato Basil sauce and Three Cheese Topping **V**

please choose five of the following

Hot Dishes:

- Steamed Seasonal Vegetables **V**
- Sweet Potato and Cauliflower Three Cheese Bake **V**
- Roasted Mushrooms, Spinach and Bok Choy with a Garlic and Red Wine **V**
- Thai Potato Cakes **V**
- Wok Tossed Chinese Stir Fry Vegetables **V**
- Oven Roasted Baby Chat Potatoes with Garlic and Rosemary **V**
- Corn on the Cob (can be steamed or roasted) **V**

Cold Dishes:

- Selection of Cold Meats
- Caesar Salad
- Spinach and Roasted Pine Nut Lamb Salad
- Mediterranean Pasta Salad **V**
- Fresh Garden Salad **V**
- Potato Cheese Bacon Salad
- Curried Rice Salad
- Greek Pasta Salad **V**
- Salmon and Caper Salad
- Spinach, Sundried Tomato, Feta Cheese and Olive Salad **V**
- Roma Tomato and Cucumber Salad **V**
- Traditional Coleslaw Salad **V**
- Asian Noodle Salad with Spicy Dressing **V**

A selection of fresh fruit, Australian Cheeses and Desserts

Catering Package

PLATED DINNER

\$30.00 per person

please choose one option for a set menu or two options for alternative drop

- Moroccan Style Chicken Breast on a wild Mushroom Risotto with Pistachio Nut Yogurt Sauce
- Fillet Steak and Mooloolabar Prawns served with Maitre d' Hotel Butter Sauce, Baby Carrots and Peppered Gnocchi
- Baked King Snapper Fillet-salsa Verde served with Ratatouille and Chat Potatoes
- Herb Crusted Lamb Rump served with a Garlic Chili Potato Cake and Asian Vegetables
- Oven Roasted Chicken Breast wrapped in Prosciutto with a Sweet Potato Mash, Snow Peas and Red Wine Jus
- Roasted Butternut Pumpkin and Sweet Potato served with English Spinach in a Chickpea Curry **V**

please choose one option for a set menu or two options for alternative drop

- Baked New York Cheesecake and a Berry Glaze
- Mississippi Mud Cake
- Tiramisu with a Coffee Analgise
- Individual Cheese and Fruit Plate



V – Vegetarian

Packages based on groups of 15 or more. For smaller numbers, please contact AIM for more details.



Catering Options Continued

Our canapé selection is made on site by our chef, charged at \$1.00 per piece. Beverages available on consumption. Prices available on request.

Cocktail Catering Package

Cold Canapes

- Chicken Caesar or Vegetable Rice Paper Rolls
- Vine Ripened Tomato, Basil and Goats Cheese on Bagelettes
- Grilled Scallop and Leek Tartlets filled with a Cream White Wine Sauce
- Cocktail Croissants filled with Ham, Cheese and Tomato
- Bite Sized Avocado and Prawn Mousse Lasagne
- Soft Brie Cheese and Quince Paste with Crisp Bread **V**

Cocktail Catering Package

Hot Canapes

- Hot Chicken Tenderloin Skewers Marinated in either Asian Herbs or Indian Spices
- A selection of Mini Quiches with Seafood, Meat and Vegetable filling
- Chef's Duck Spring Rolls
- Potato and Prawn Rostis
- Authentic Thai Fish Cakes with a Lime and Coriander Chili Sauce
- Mild Spicy Curry Vegetable Samosas
- Risotto Parmesan Cheese Balls **V**
- Mini Lamb Mignons
- Gourmet Pizza Bites with a selection of Seafood, Meat and Vegetable Toppings
- Beef and Spring Onion Mushroom Pies

V – Vegetarian

All menus subject to change



Australian
Institute of
Management
QLD & NT

Australian Institute of Management – Qld & NT

ABN 40 009 668 553, ACN 009 668 553

Cnr Boundary and Rosa Streets, Spring Hill Qld 4000

Phone 1300 882 895

Fax (07) 3832 0339

Email enquiry@aimqld.com.au

www.aimqld.com.au/venue