03 9393 1293 williamstown@punthill.com.au punthill.com.au



MEETINGS & EVENTS

Punthill Williamstown

Punthill Williamstown
4-18 Ferguson Street
Williamstown VIC 3016

P: 03 9393 1293
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MEETING SPACES
CATERING
ACCOMMODATION

PUNTHILL
APARTMENT HOTELS



Punthill Williamstown

A Bayside Venue with Natural Light and Garden Charm!

Just 15 minutes from Melbourne's CBD, Punthill Williamstown offers an exceptional venue for conferences, meetings, and private events in one of Melbourne's most scenic bayside suburbs.

Our contemporary conference facilities feature abundant natural daylight, creating a bright and energising environment ideal for productivity and collaboration.
The meeting space opens out to a beautifully maintained outdoor garden, perfect for break-out sessions, networking, or simply relaxing with colleagues between meetings.
The garden setting also offers a charming backdrop for informal gatherings, cocktail events, or post-conference drinks.
Guests can enjoy stylish apartment-style accommodation on-site, providing the comfort and convenience needed for overnight stays or extended visits. The property is also just a short walk from the vibrant local scene, including waterfront dining, boutique shops, cosy cafes, and the scenic beauty of Hobsons Bay.

Whether you're hosting a corporate function or a more casual event, Punthill Williamstown blends modern facilities with natural beauty and local charm to create a truly memorable experience.



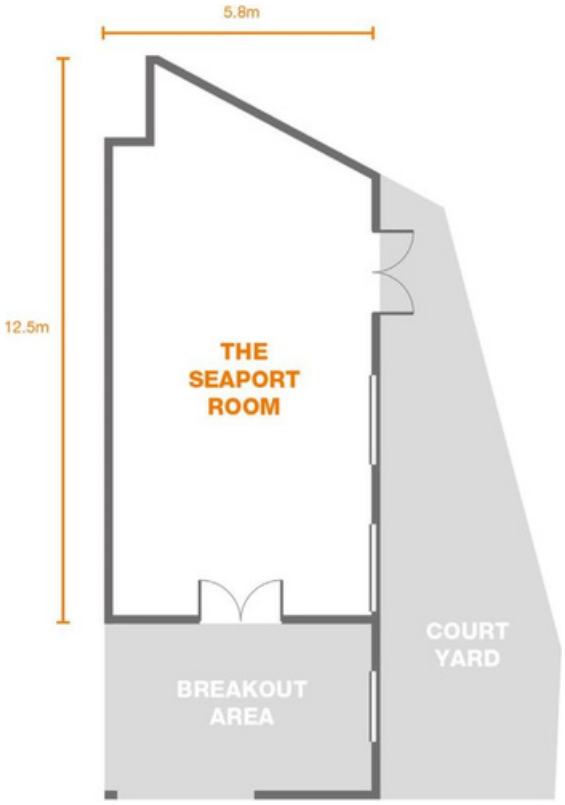
Meeting Space

The Seaport room at Punthill Williamstown has an abundance of natural light and has access to an outdoor area for breaks throughout the day.
The conference room is complete with modern facilities & a relaxed atmosphere to ensure that your event is a success.

Room Hire Includes

- Whiteboard and markers
- Flipchart and markers
- Notepads and pens
- Mints and water
- WIFI connectivity
- 75” Smart TV with HDMI & Chromecast
- Jabra Speak 510 Speaker & Microphone
- Asus C3 Webcam

*Additional AV is available upon request. Extra fees may apply.



Room hire full day 9am to 5pm - $800
Room hire half day 9am to 1pm - $650
Room hire half day 1pm to 5pm - $650

	Size m2	Board	Classroom	Theatre	U-Shape
The Seaport Room	65	25	40	60	30



Catering Menu

Minimum order 10 people.

Morning & Afternoon Tea $25pp

Choose from 2 Options below

- Tea & coffee
- Juices of the day
- Mini bacon and egg rolls (1 pp)
- Assorted sweet mini muffins (1 pp)
- Juice of the day to share
- Unlimited Tea and Coffee

Working Lunch $39pp

- Assorted traditional sandwiches with seasonal fillings
- Fresh seasonal fruit platter *
- Juices of the day to share

*Presented on platters to share.

Working Breakfast $35 pp

*Choose from 3 Options below

- Assorted mini biscuits and slices
- Assorted sweet mini muffins
- Roast veggie frittata
- Crudités, breads and dips platter (GF + Vegan)
- Assorted mini-Danish portions

- Mini bacon and egg rolls (1 pp)
- Mini breakfast granola and yoghurt cups (1 pp)
- Assorted Danish Pastries (1 pp)
- Fresh seasonal fruit platter to share
- Tea and Coffee

*Presented on platters to share.

*We automatically include 25% vegetarian options. **Presented on platters to share.

*Dietary requirements available on request, please let us know in advance.



Room Hire

Room hire full day 9am to 5pm - $800
Room hire half day 9am to 1pm - $650
Room hire half day 1pm to 5pm - $650

Bookable Hours

Standard room hire is available during the hotel's normal bookable hours of 9am to 5pm.

Hourly Hire
Room hire is available at $150 per hour.

Half-Day Hire
Half-day hire is classified as a 4-hour booking. If the booking exceeds the 4-hour limit, the client will be charged the applicable full-day hire rate.

Full-Day Hire
Full-day hire is classified as an 8-hour booking. If the booking exceeds the 8-hour limit, the client will be charged $150 per additional hour.

Car Parking

1 x Presenter Car Parks is included in the room hire. Additional on-site car parking is available for conference delegates at $20 per car park - subject to availability



Accommodation

Stay in newly refurbished Studio, One, Two and Three Bedroom (adjoining) serviced apartments at Punthill Williamstown, thoughtfully designed to feel like home, featuring fully equipped kitchens and in-room laundry facilities for added comfort and convenience.

Room Type	Configuration	Max Occupancy	Room Size
Studio Apartment	1 King or Twin	2	25m2
One Bedroom Apartment	1 King or Twin	3	55m2
Two Bedroom Apartment	2 King or Twin	5	93m2
Two Bedroom Apartment - Adjoining	2 King or Twin	5	80m2
Three Bedroom Apartment - Adjoining	3 King or Twin	8	148m2



Day Delegate Packages

Minimum 15 delegates.

Full Day (4-8 hours) $95pp **Half Day(1-4 hours) $75pp**

Enjoy our full day / half day delegate Executive package including:

- Unlimited tea and coffee
- Morning tea selections (choice of one option)
- Sandwich lunch
- Afternoon tea (choice of one option)

*Dietary requirements available on request, please let us know in advance.



Catering Menu Add-ons

Minimum of 10 guests required for all platters

Gourmet Platters

• Fresh Seasonal Fruit Platter	$10 pp
• Cheese Platter	$10pp
• Antipasto Platter	$12pp
• Crudites, Breads and Dips Platter	$10pp

Fresh Salads

• Fresh Garden Salad	$40 pp
• Greek Salad	$45pp
• Chicken Caesar Salad	$45pp
• Quinoa Salad*	$45pp

*With essential greens, grains and seeds

Barbecue Lunch

Minimum 10 people.
Only available when roof top is privately hired

Mixed Grilled meat choice of 2 0f the following:
Burgers, Steaks, Brisket, Ribs, Chicken

$55 per person

*options may vary, please let us know of any dietary requirements

If you are looking for accommodation for a group booking or need a venue to host your meeting or event at Punthill Williamstown, please contact us using the details below.

Group Bookings & Event Enquiries

Please call 1300 964 821 to speak with our Central Reservations Team.

Property Enquiries

For assistance from the Punthill Williamstown team, please call +61 (03) 9393 1200 or email williamstown.reception@punthill.com.au.

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All inclusions and prices are correct as of date of print or delivery. These may be subject to change