

conference
and meeting
venue





Training room

The Inclusion Melbourne conference and meeting venue is a modern facility suitable for a wide range of training, business and community group uses.

Since 1950, Inclusion Melbourne has supported people with intellectual disability and their families and carers. When you use our venue, you will be helping Inclusion Melbourne achieve its vision of a more inclusive society.

The Inclusion Melbourne conference and meeting venue can accommodate up to 50 people. Our venue and facilities are ideal for small to medium sized events such as training workshops, meetings and seminars.

The room is modern, fresh and welcoming and provides a choice that suits a wide variety of functions and sizes. Fully air conditioned and heated with a lovely outdoor deck area.

venue features

- Videoconferencing
- Large screen projection
- Wheelchair accessible
- Flipcharts
- Sound system
- Close to public transport
- Internet and guest wifi
- Laser pointer
- Kitchenette facilities

conditions of use

- Clients are welcome to rearrange the room to alternative styles, providing the room is returned to original Boardroom Style.
- A cleaning fee* may apply if the room is not left in a satisfactory standard.
- Access outside advertised time is possible subject to negotiation.
- Hire fees are calculated in 30 minute increments.
- A \$100 bond will be applied to all bookings.
- Five business days notice required for cancellations otherwise a 30% cancellation fee will apply.

room capacity

	Classroom	U-shape	Boardroom	Theatre
Training room	24	20	22	50

rates There is a 30% discount available for not for profit organisations.

Hourly rate (9am–5pm)	Hourly rate (5pm–10pm)	Daily rate (9am–5pm)
\$50 p/h + GST	\$55 p/h + GST	\$350.00 + GST

* Additional charge



accessibility

The building is fully accessible.

travelling by car

Conveniently located just 7km from the city centre.
There is no car parking available on site, only street parking.

travelling by train

You can catch the Cranbourne, Frankston or Pakenham lines to get to Armadale train station.

travelling by tram

There are two trams that you can catch.

Route 6 : Melbourne University – Glen Iris

Route 5 : Melbourne University – Malvern



67 Sutherland Road, Armadale, VIC 3143

T. 03 9509 4266

E. admin@inclusion.melbourne | W. inclusionmelbourne.org.au

 Inclusion Melbourne Inc. |  InclusionMelb