



PETHERS

RAINFOREST RETREAT

Conferencing at Pethers Rainforest Retreat

We are delighted you are considering Pethers Rainforest Retreat for your upcoming conference, meeting or incentive. Thank you!

Set within the natural beauty and lush Rainforests of the Gold Coast Hinterland, Pethers Rainforest Retreat delivers a tranquil conference or meeting venue, removed from all the distractions of modern life. Enjoy exclusive use of all 5 acres of seclusion, just one hour fifteen from Brisbane or thirty minutes from the Gold Coast.

Pethers Rainforest Retreat is an ideal location for small companies, boutique conferences, intimate events, executive board meetings, corporate retreats and incentives. With ten Luxurious treehouses, Pethers is an ideal location to host the key members of your delegation. Each treehouse boasts a king size bed, fireplace and a private deck overlooking the rainforest vista.

To arrange a viewing of our beautiful venue or to discuss your vision for the perfect conference or meeting, please contact our Conference & Events Team.

We look forward to welcoming you to Pethers Rainforest Retreat

Warm regards,

Conference & Events Team

(07) 5545 4577

retreat@pethers.com.au

Conferencing at Pethers Rainforest Retreat

Monday

- 9:30am Tea & coffee, conferencing begins
- 12:00pm Light working lunch
- 3:30pm Afternoon tea of cheese & antipasto platters & check-in to treehouses
- 5:00pm Conferencing finishes
- 5:30pm 60 minute relaxation massage in your treehouse
- 7:00pm Dinner in Pethers Restaurant

Tuesday

- 7:30am Yoga on the lodge balcony
- 8:00am Continental breakfast basket delivered to your treehouse
- 9:00am Conferencing begins
- 11:00am Morning tea of sweet slice & fruit platters
- 1:00pm Light working lunch of gourmet rolls
- 5:00pm Conferencing finishes
- 6:30pm Dinner in Pethers Restaurant



Retreat



Wednesday

- 8:00am Continental breakfast basket delivered to your treehouse
- 9:00am Conferencing begins
- 11:00am Rooms vacated, morning tea of sweet slice & fruit platters
- 1:00pm Conferencing finishes, delegates depart

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Venue Capacity & Room Hire

Style	Capacity
Banquet	60 delegates
Class Room	40 delegates
Theatre Style	70 delegates
U - Shaped	30 delegates
Conference	60 delegates

Venue hire for your event is available for either a half day conference from 9am to 1pm at \$400 or a full day from 9am to 5pm at \$600

Included in the Venue Hire are the following items:

Whiteboard and markers

Paper, pens and pads

Iced water and mints

Projector

Projector screen

Sound System

Upgrades (POA)

Electronic whiteboard

Flip chart with markers

TV monitor & DVD player

Microphone & PA system

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Delegate packages tailored to meet your needs, eg

Full Day Package

- Coffee & Tea
- Morning Tea sweet slice & fruit platter
- Light working lunch of gourmet rolls
- Afternoon tea cheese & antipasto platters

Half Day Package

- Coffee & Tea
- Morning Tea sweet slice & fruit platter
- Light working lunch of gourmet rolls

Lunch only

- Coffee & Tea
- Light working lunch of gourmet rolls

Upgrades

- 3 course à la carte lunch
- 3 course à la carte or 6 course degustation dinner
- Massage, yoga, pilates
- Bushwalking, wine tour, hot air ballooning, hang gliding

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ACCOMMODATION

Accommodation in our 10 Tree Houses is stylish, yet relaxed, with a spacious lounge and dining area, furnished with Asian antiques in all rooms.

Amenities include a king size bed, air-conditioning, double spa bath with rainforest vistas, quality sound system, LCD television and DVD player. Sparkling wine and chocolates are provided on arrival, and a complimentary breakfast of local produce is delivered daily to each Tree House.

Positioned for maximum privacy, each Tree House offers breathtaking subtropical rainforest vistas.

Please check nightly rates with our friendly Team. Prices are lower during the week (Monday to Thursday).

Discounts may apply for additional nights and off peak periods.

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The T's & C's

Guest and room numbers, names for accommodation & menu selections are to be confirmed one month prior to the event and a Final Statement of Costs issued. Excess rooms held in the allotment will then be released. After this date additional rooms may still be booked at the agreed rate, but will be subject to availability. A final rooming list showing rooms, individual names, arrival and departure dates and payment for any additional rooms/persons is then required seven days prior to the event. This rooming and attendance list will then be deemed as final and payment for any rooms or persons not included in the Final Statement of Costs must be made within seven days prior to the event.

Payment

On booking: A non-refundable deposit of \$1000 is required to secure the event/date.

Four (4) months prior to the event: A 50% payment of the Initial Statement of Cost.

Two (2) months prior to event: A further 25% payment of the Initial Statement of Cost.

One (1) month prior to the event: Full payment of the Final Statement of Cost.

Pethers Rainforest Retreat reserves the right to cancel reservations /bookings where payment is not received within the above time frames



Cancellations

All cancellations must be in writing with the following policy regarding refunds: Initial deposit of \$1000 is non-refundable. In the event of cancellation more than 90 days before the function date, all payments (excluding the non-refundable \$1000 deposit) to be refunded. In the even of cancellation 90 days or less before the function date, the deposit and all payments are forfeited.

Please note that information within this Conference Kit is subject to change without notice and Pethers advises that such changes may be necessary due to a number of factors, including (but not limited to) continuity in suppliers and supplier's goods, and subject to price increases by suppliers and goods and service providers.

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