



PALMERSTON NORTH Conference & Function Centre



PALMYTM

CONFERENCE +
FUNCTION CENTRE

PUKA MŌHIOHIO
INFORMATION BOOKLET



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NAU MAI RĀ WELCOME

Over the past three decades, our Palmy Conference + Function Centre has built an exceptional reputation for professionalism and service that sets us apart from the competition.

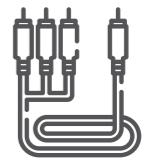
Our high rates of repeat business are a testament to this. With a versatile range of function spaces available to accommodate a vast number of guests and attendees, the centre is the perfect venue for your next event.

Palmy Conference + Function Centre features sophisticated audio-visual technology, which helps organisers produce professional events with ease. We're also located in the city centre with free car parking and within walking distance of most accommodation providers.

WHY WE'RE THE PERFECT VENUE



DEDICATED EVENT COORDINATOR



ONSITE TECHNICIAN



MULTIPLE VENUES UNDER ONE ROOF



CBD LOCATION



OPERATIONS STAFF



ONSITE CATERING



WALKING DISTANCE TO ACCOMMODATION



FREE CAR PARKING

TE TĀONE O PAPAIOEA LOCATION

Palmerston North (or as we like to call it, Palmy) is the geographical centre of Aotearoa, 140km (87 miles) north of Wellington. It is part of New Zealand's second-largest population hub, with over one million people located within a two-hour (200km) radius. With small city benefits and big city ambition, Palmy has secured its place on the map as a creative and exciting city.

With a population of just under 90,000 people, Palmy is large enough to provide big-city facilities without the traffic congestion, access difficulties and cost associated with the larger cities. On arrival, this bonus is quickly apparent for visitors. The trip from the airport takes less than 10-minutes to hotel check-in. Palmerston North Airport has domestic services to all major cities,


as well as numerous provincial centres. It also had the record for being open the most days of any New Zealand airport. Palmy's central location is also well serviced by road and rail.

Everything is accessible at the Conference + Function Centre. Conveniently located in the heart of the city, the centre offers the very best proximity to a range of superb hotels and motels and is surrounded by vibrant bars, cafes, restaurants, cultural institutions and retail shops.


As an added advantage we offer free car parking for all conference delegates and event attendees. Palmy is the centre of science, education, food innovation, and we have great rural connections. The Manawatū is also

a hub for the New Zealand Defence Force with Linton Military Camp, RNZAF Base Ohakea and several tertiary education centres. We're proud to be a city that includes, supports, connects and uses the talents of the whole community in our pursuit to provide a connected and safe community.










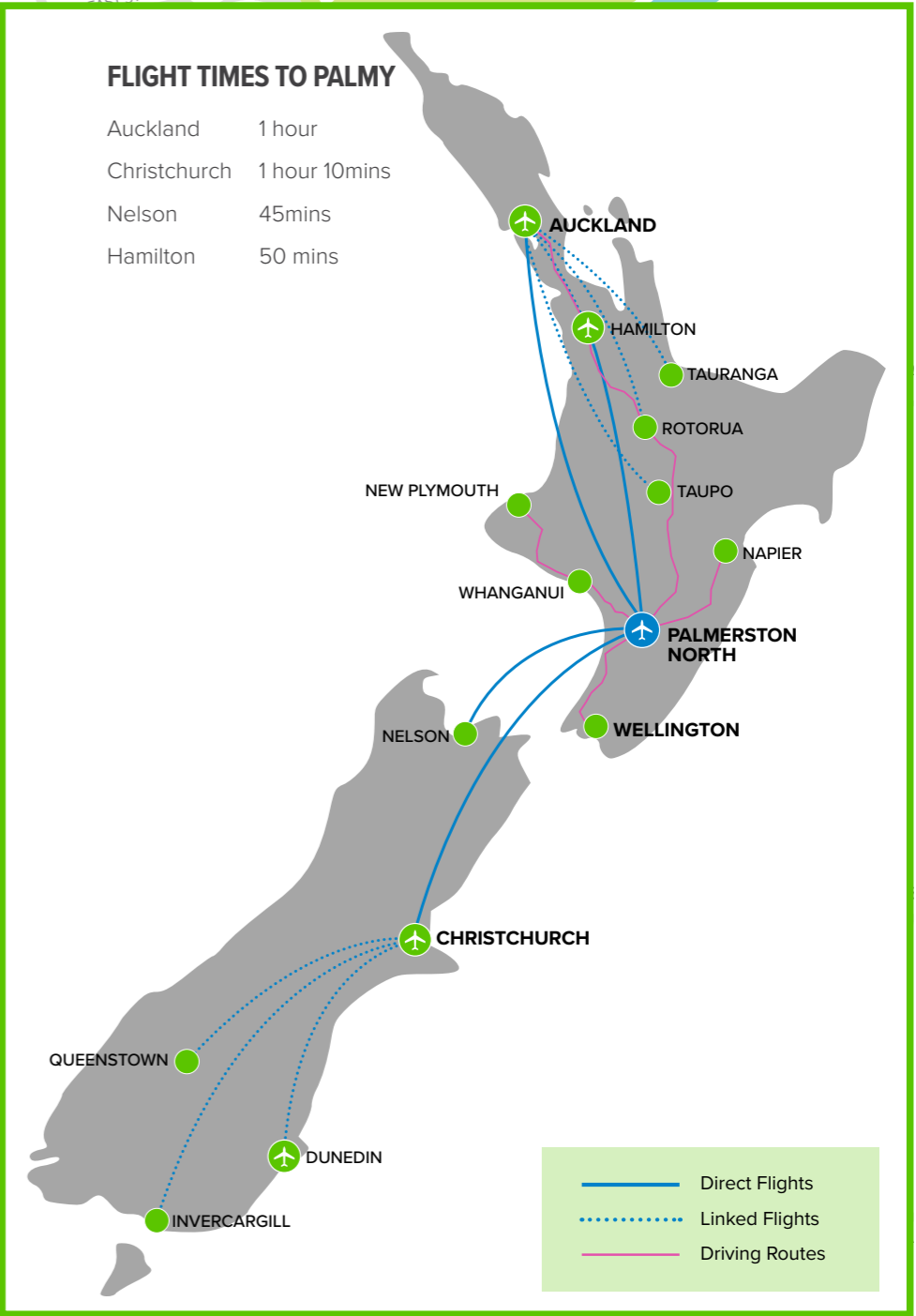


Central Energy Trust ARENA



PALMY CONFERENCE + FUNCTION CENTRE

-  Train Station
-  Bus Station
-  Airport
-  Copthorne Hotel
-  Distinction Coachman Hotel
-  Quest Hotel
-  Distinction Hotel Palmerston North (Cuba Street)



PAPA WHENUA GROUND FLOOR

Foyer

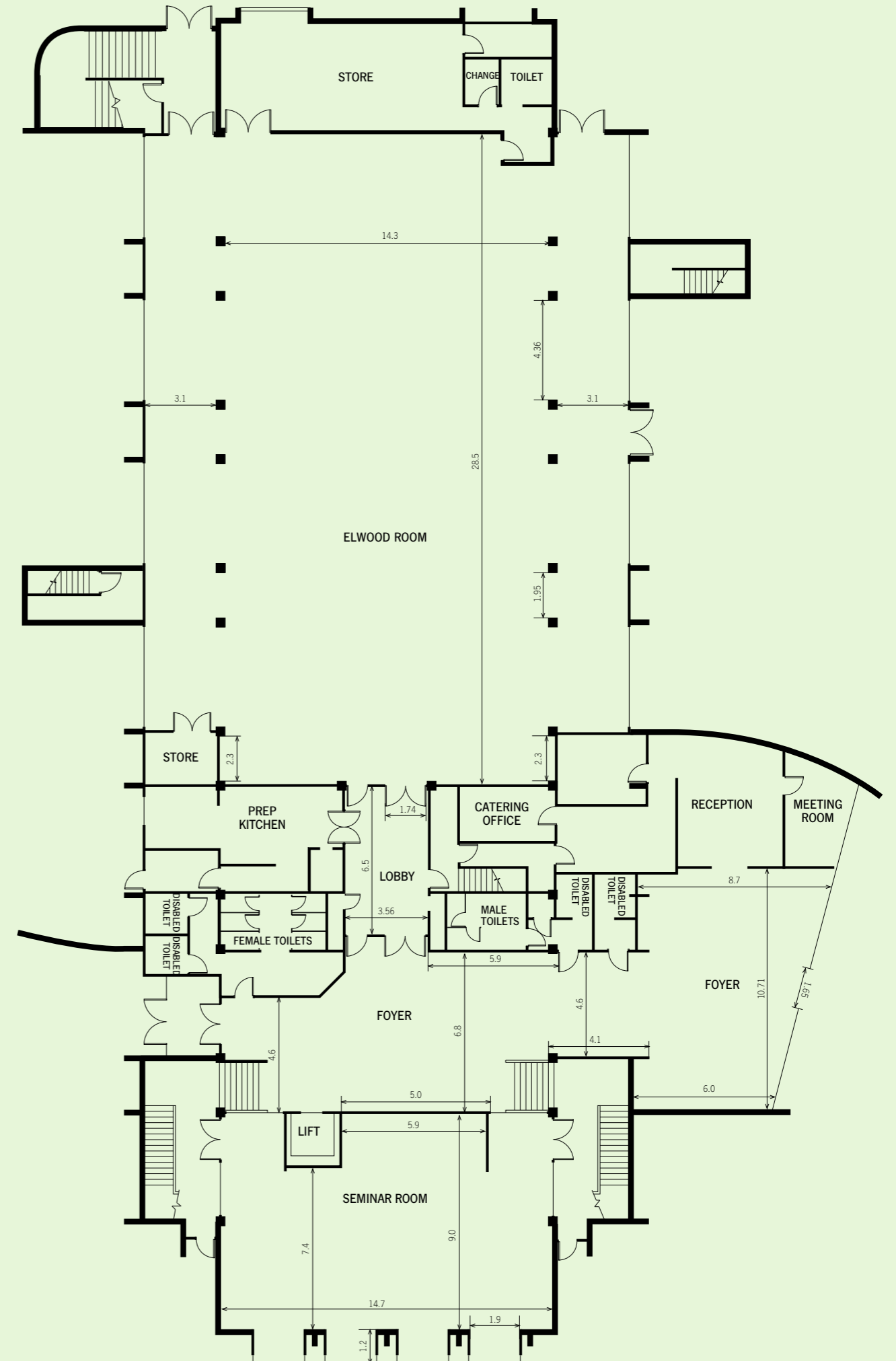
You'll be greeted with a spacious foyer and an abundance of natural light at our Palmy Conference + Function Centre. With its floor to ceiling windows, the foyer can be used as a pre-dinner function space, cocktail venue, additional exhibition space, event registration or for coffee breaks. Digital signage is used in the foyer to direct visitors to their venue.

Seminar Room

Just a few steps from the foyer, our Seminar Room has an attractive atmosphere with its high ceiling and natural light. The Seminar Room is a popular venue for meetings, luncheons, small dinners and cocktail parties, and is a great conference breakout room.

Elwood Room

Our Elwood Room is a versatile function space with three venue layout options. This fully air-conditioned and attractively presented room is ideal for large meetings, exhibitions and trade shows, gala dinners, balls and all social occasions. The Elwood Room can comfortably host up to 550 people theatre style, or up to 350 for a banquet dinner. With portable staging and theatre lighting, it's easy to create drama to give your event an edge. A 47-inch LCD screen at the entrance to the Elwood Room displays event signage and branding. Flat floor loading and vehicle access is available from the loading dock. For smaller meetings and seminars, the room can be divided into Elwood Room 1 and Elwood Room 2 with our floor to ceiling black draping.



PAPA TUATAHI FIRST FLOOR

Conference Room

Our Conference Room is great for day-to-day business meetings, product launches and awards dinners, plus high profile events like keynote speakers and conference dinners. The Conference Room can accommodate up to 440 people theatre style and has a permanent stage with unobstructed sightlines. A floor to ceiling soundproof folding door can divide this space into two self-contained separate rooms – the Conference Room and the smaller Meeting Room.

Meeting Room

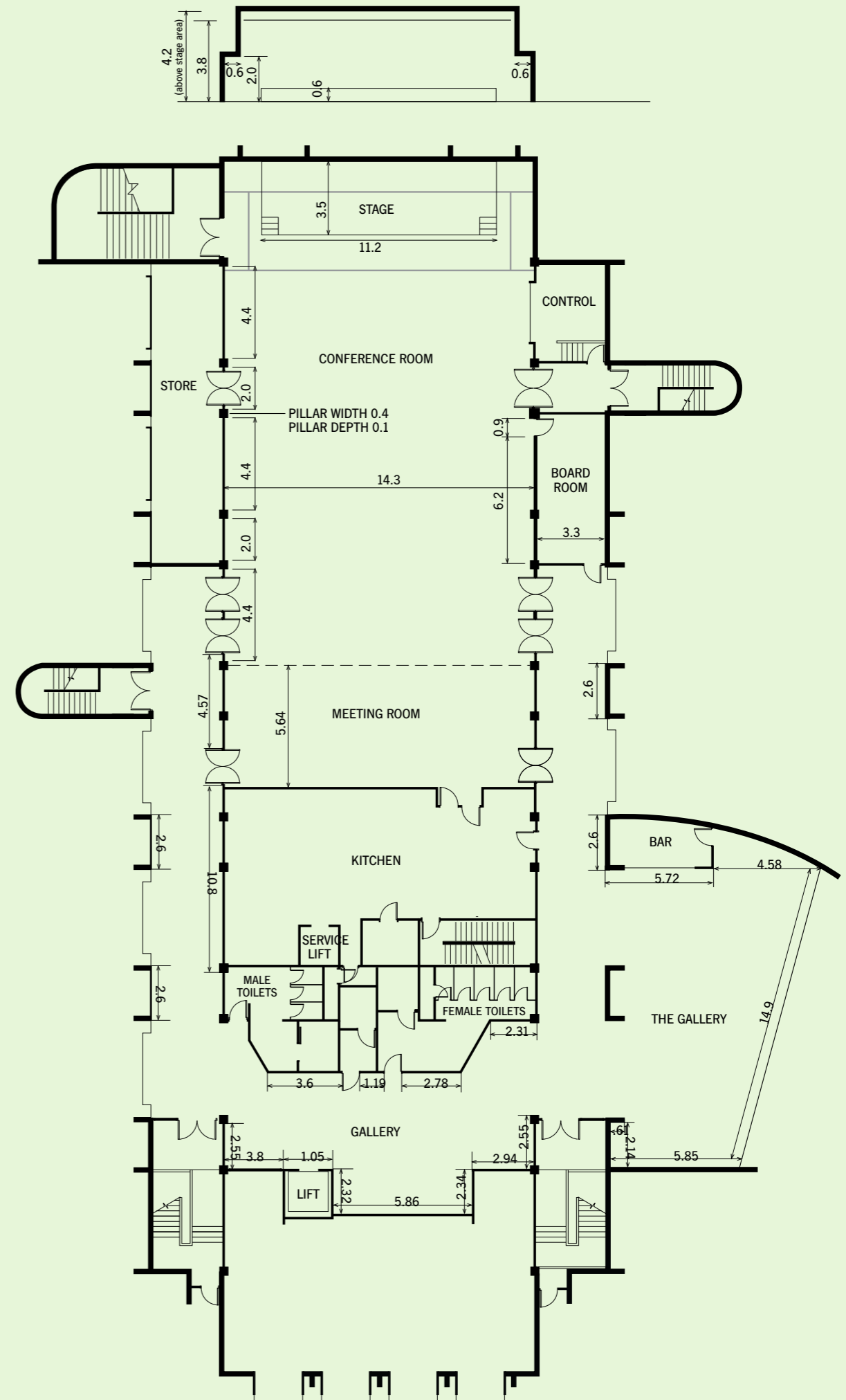
Our Meeting Room works perfectly as a conference breakout room or for your smaller U-shape, theatre style or boardroom style meetings. The Meeting Room is divided from the Conference Room by a soundproof folding door.

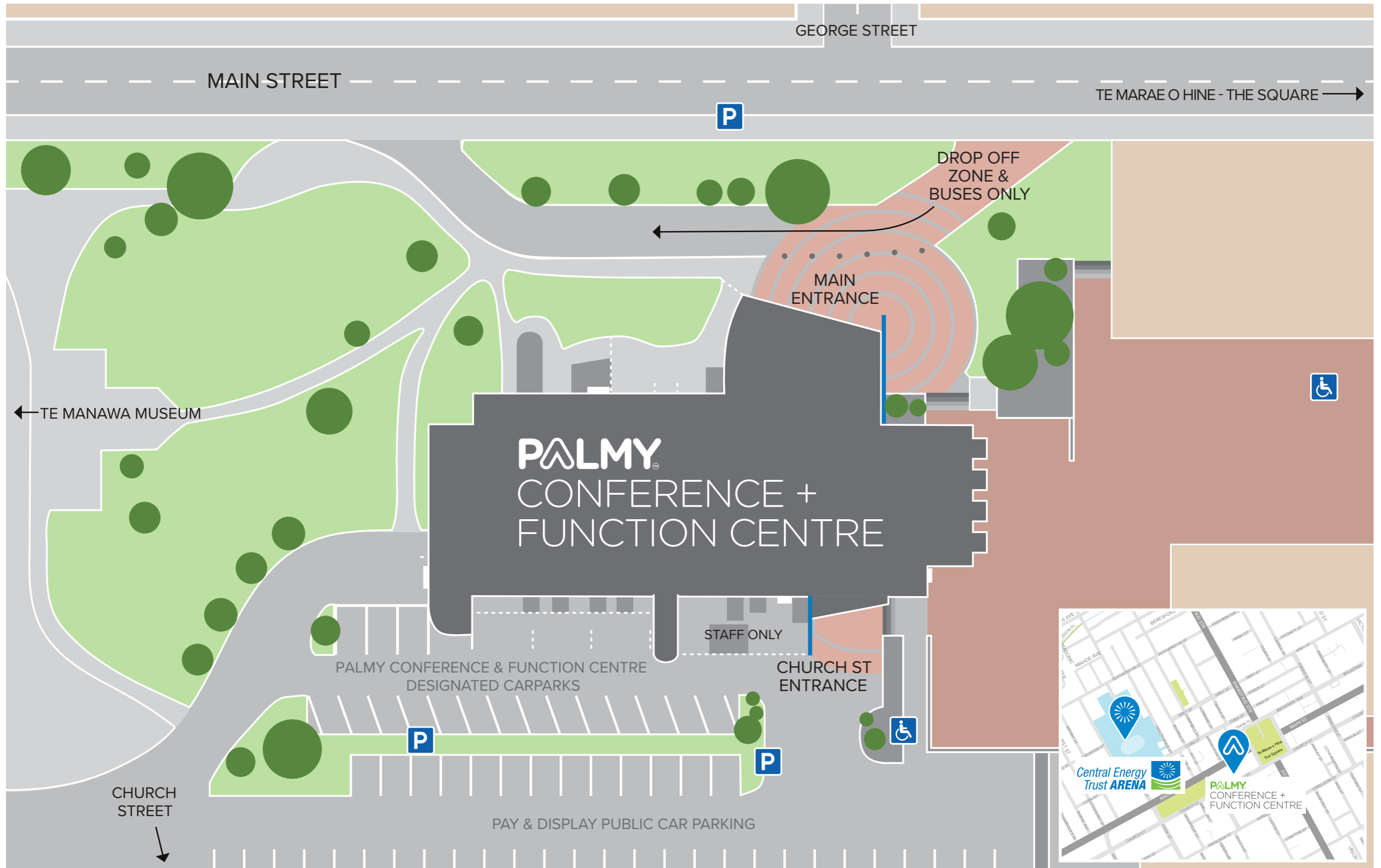
The Gallery

The Gallery is flooded by natural daylight, providing a beautiful setting for morning and afternoon tea, plus luncheons when using the Conference or Meeting Room. The light and airy Gallery has an attractive atmosphere and is also used for meetings, workshops and as a breakout area for conferences. It has a permanent bar and is a popular venue for pre-dinner drinks or cocktail functions.

Boardroom

When you need a quiet space to make that important presentation or deliberation, our Boardroom has everything you need. It's ideal for smaller meetings or presentations with up to 15 people and has two wall-mounted TV screens and a custom boardroom table.





KŌWHIRINGA KAI CATERING

Mouth-watering delicacies for all occasions; from weddings to corporate functions, from small luncheons to large celebrations – Absolute Caterers design the perfect menu to complement your event. Experience the culinary expertise, the creative flair and the dedication to excellence that is the hallmark of Absolute Caterers; your event catering specialists. The team design

their menus to ensure you are always impressed: simply describe your occasion, and the team will provide event catering that will exceed your expectations.



RATONGA SERVICES

Event Coordinators

No matter how big or small your event, our Event Coordinators will make planning your next event a breeze. We'll work with you from start to finish and ensure your event goes off without a hitch. Our Event Coordinators can assist with:

- Creating floor plans and room layouts.
- Providing advice on event scheduling and run sheets.
- Organising the venue is set-up.
- Introducing you to our technician and operations team for all your sound, lighting, furniture and audio-visual requirements.
- Advising on security and staffing requirements.
- Directing you to external suppliers for theming and entertainment.
- Advising on local accommodation.

Venue set up

At the Palmy Conference + Function Centre, we host an array of events including: meetings, conferences, product launches, trade shows, expos, and workshops. Our operations team will ensure the venue is set to your requirements, whether it be theatre, boardroom, U-shape or seminar seating (to name a few). Our team will have the room set before you arrive!

Audio visual

Give your event the professional polish it deserves with our leading-edge audio-visual (AV) technology. We use the latest AV and communications technology and have a full-time technician onsite to ensure your event runs smoothly.

Ambience and aesthetics

The Palmy Conference + Function Centre has an extensive portfolio of onsite furniture and equipment: from draping to ambience lighting, fairy lights and staging units. Our team works alongside production event contractors to visually bring your event to life through advanced lighting, theming and projection options, where required.



WHARE NOHO ACCOMMODATION

Hotels	Star	Rooms	Capacity
Copthorne Hotel Palmerston North	4	107	182
Distinction Coachman Hotel	4	78	217
Distinction Palmerston North Hotel	4	85	200
Quest Palmerston North	4	41	96
Quality Suites Central Square	4	37	85
		348	779

Motor Lodges/Inns	Star	Rooms	Capacity
Arena Lodge	4	16	74
Bentleys Motor Inn	4	22	55
BKs Motor Lodge	4	43	70
Camelot Motor Lodge	4	20	44
Chancellor Motor Lodge	4	18	38
City Corporate Motor Inn	4	12	28
Cornwall Motor Lodge	4	28	90
Drovers Motor Inn	4	27	50
Fitzherbert Regency Motor Lodge	4	20	60
Hacienda Motor Lodge	4	25	75
Harringtons Motor Lodge	4	12	40
		243	624

Motels	Star	Rooms	Capacity
Aubyn Court Spa Motel	4	30	90
Avenue Motel	4	13	50
Bella Vista Motel	4	18	61
Big Five Motel	4	14	46
Pavilion Motel	4	16	34
Rose City Motel	4	26	77
Shadzz Motel	4	25	47
		142	405
Total 4-star accommodation		733	1,808

Additional Motels

There are an additional 18 motels in Palmy with a 3 or 3.5-star accommodation rating. These are comprised of 373 individual rooms that can accommodate another 1,001 guests.



RĒHIA KI PAPAIOEA THINGS TO DO IN PALMY

Visit the Victoria Esplanade

Palmy's premier park and historic botanical gardens were established in 1897 and are home to the New Zealand Rose Trial Garden. Explore 26 hectares of bush walks, bike tracks and formal gardens. It has something for everyone in the family – thousands of mature trees, splendid roses, barbecues, croquet lawns... and the kids will love the Junior Road Safety Park, Wildbase Centre, miniature railway, playground and paddling pool.



New Zealand Rugby Museum

The New Zealand Rugby Museum contains New Zealand's biggest and most comprehensive collection of rugby memorabilia and records, including some of the world's rarest rugby artefacts.

You'll be rewarded with a trip back in time exploring the rich history and folklore of the nation's mighty game with an unmasking of its rugby heroes and legends.

Te Manawa Museum

Te Manawa is a cultural heart of the city that thrives on discovery – entertaining and inspiring people from all walks of life for more than 40 years. It's more than a museum and a gallery. It's a place where concepts and communities come together. With an engaging programme of exhibitions and events, as well as an extensive collection of taonga (treasures), Te Manawa offers a unique opportunity to experience and participate in the stories of our past, present and future.

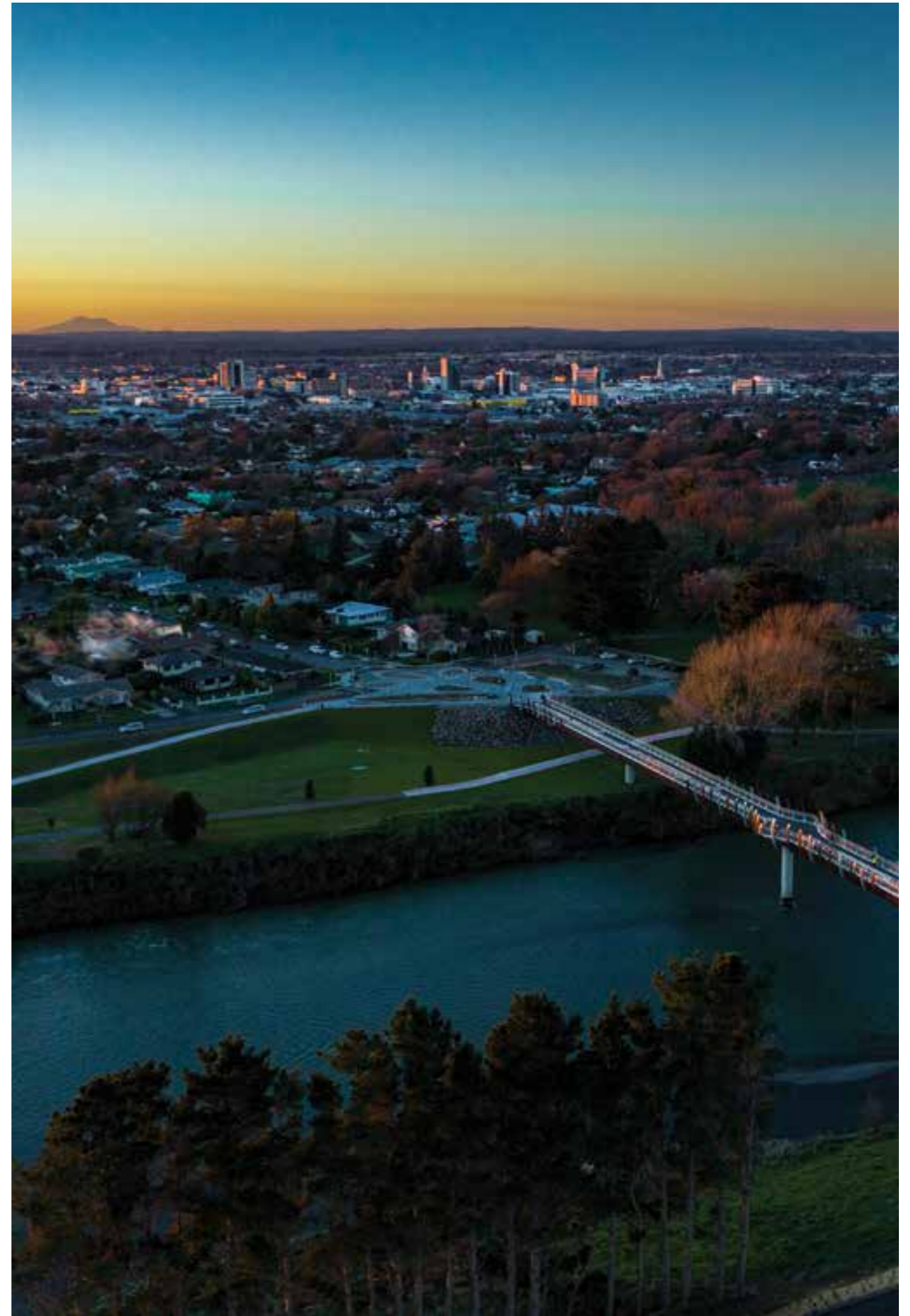
National Wildbase Centre

Central Energy Trust Wildbase Recovery is a specialist centre providing shelter and care for native wildlife recovering after treatment at Massey University's Wildbase Hospital. The centre releases patients back into the wild once they have recovered. There are also resident animals at Wildbase including whio (blue duck), kereru, baby tuatara and red-crowned kakariki.



He Ara Kotahi

Our Manawatū River Framework recognises the importance of the awa to the city. The Framework is about enhancing physical connections with the river environment, expressing Rangitāne O Manawatū's connection with the awa, and creating a destination with things to do. The multi-award-winning project includes Ahimate Reserve, He Ara Kotahi bridge and Urban Eels platform. Ahimate is home to the city's most popular riverside beach, a dog agility park and fenced enclosure, mountain bike tracks and a natural playground. On He Ara Kotahi pathway you'll traverse dairy farms, forests, pā sites, a military camp, streams and a river in less than nine kilometres. Along the walkway, you will find Urban Eels. This award winning project is a hands-on experience that raises awareness of traditional cultural practices, and the significant mauri, or life force, of this water. Ultimately, the Framework ensures each year there will be more things to do, and more people will spend time at our awa.





PALMY[®]
VENUES

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