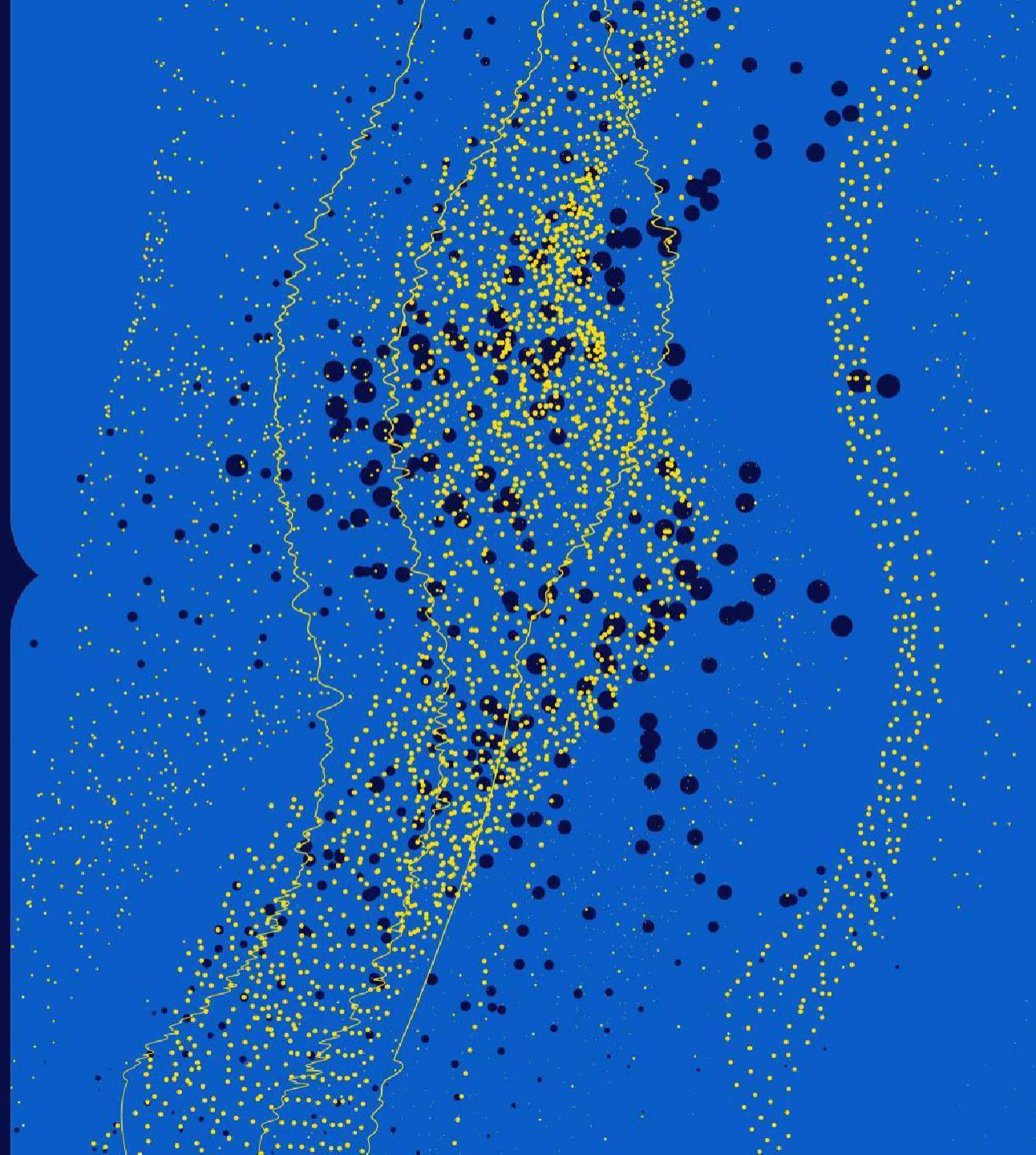


Function room hire

Level 20, 28 Freshwater
Place, Southbank



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CPA Australia

CPA Australia is located within the Freshwater Place precinct.

Level 20, 28 Freshwater Place,
Southbank

Contact us:

reception.melb@cpaaustralia.com.au

03 9606 9606



Travelling to CPA Australia

CPA Australia is located within easy walking distance from train and tram public transport and there are parking options available close by in Southbank.

Parking

Freshwater Place has an on-site public car park located at 2 Southbank Boulevard. For more information on parking, visit [freshwaterplace.com.au](https://www.freshwaterplace.com.au)

Information on other parking facilities in the area can also be found via [Google Maps](#).

Public transport

CPA Australia is located within short walking distance from several train stations and tram stops.

For more information, visit the [Public Transport Victoria website](#).

Travelling to CPA Australia

Accessibility

Mobility impaired persons can gain access to the property off Southbank Boulevard turning into Freshwater Place and then make their way to the front entry of the building.

There are accessible bathrooms located on the ground floor next to the car park lifts, as well as in CPA Australia's offices on level 20.



Location map



Meeting room facilities

We have multiple sized meeting rooms to serve your event needs. From small rooms to larger workshop space, we can accommodate your next event.



Reception

Our reception space is large and inviting. We will welcome you and your guests to the facility and direct you to your booked room.



Function room floor plan



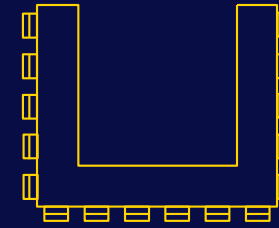
Room configuration

Room configuration can be tailored to suit your event needs. If the configuration you need is not shown here, please contact us to discuss how we can help.

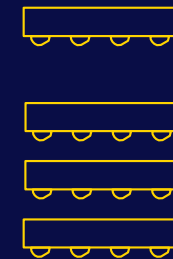
Any round table room configuration will require tablecloths and will incur a linen charge.

For cocktail functions the room is cleared of furniture; tables may be used as a buffet in the centre or around the edges, and chairs may also be placed around the walls.

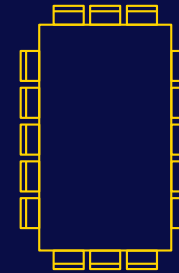
U-Shape



Classroom



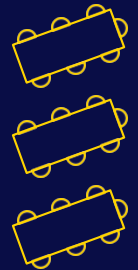
Boardroom



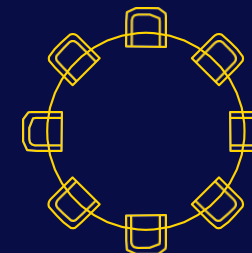
Theatre



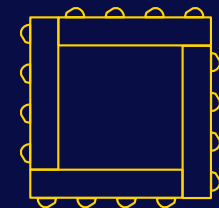
Cluster



Round



Open Square



Catering

Function menu

Speak to our Catering Manager to discuss a catering menu to suit your needs and budget.

Please note that payment for room hire and catering at CPA Australia can only be made via Visa, Mastercard or AMEX (2 per cent surcharge).



Audio visual and other equipment

Room No.	Room Name	Full Capacity	Data Projector and Electronic Screen	Data Sharing with TV	Teleconference Capability	Wireless Internet*	Telephone	Handheld Microphone	Lapel Microphone	Wired Connection to screens	Wireless connection to screens	Lectern	Electronic Whiteboard
20.01	Drum	42	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	✗
20.02	Alexander	38	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	✗
20.03	Wong	43	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	✗
20.04	Hamilton	37	✓	✗	✓	✓	✗	✓	✓	✓	✓	✓	✗
20.05	Cleveland	6	✗	✓	✓	✓	✗	✗	✗	✓	✗	✗	✗
20.06	Anderson	6	✗	✓	✓	✓	✗	✗	✗	✓	✗	✗	✗
20.09	Chambers	8	✗	✓	✓	✓	✗	✗	✗	✓	✗	✗	✗
20.10	Pearson	8	✗	✓	✓	✓	✗	✗	✗	✓	✗	✗	✗
20.11	Bodle	8	✗	✓	✓	✓	✗	✗	✗	✓	✗	✗	✗
20.14	Kenley		✗	✗	✓	✓	✗	✓	✓	✗	✗	✗	✓

*Internet access limited to guest public Wi-Fi

Equipment

Cleaning charges

Standard cleaning charges are included in the room rate, however, if the cleaning requirements at the end of your function are excessive in the opinion of CPA Australia, additional charges will then occur. Please refer to CPA Australia's terms and conditions.

Security charges

May be required for after-hours events. Please refer to the Catering Manager for costs.

Additional charges

Extra flip chart paper	\$30.00
Staging (panel 1.5m x 1m)	\$100.00
Labour / function staff	Please speak to the Catering Manager
Additional equipment	Please speak to the Catering Manager
Security personnel	Please speak to the Catering Manager

FAQs

Q: Can we bring our own food, or choose our own catering provider?

A: CPA Australia has our own on-site catering team and kitchen next to the function rooms. We can provide catering items if needed. Please contact our catering team for more information.

Q: Do you have Wifi available?

A: Yes, we have Wifi on Level 20. Please ask reception for the password.

Q: Does the room rate include free parking on-site for the host/facilitator?

A: Parking space is limited, and the room rate does not include parking for the host. However, public parking is located nearby.