



**pullman**  
HOTELS AND RESORTS

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ROTORUA

## **CONFERENCING AND EVENTS OFFERS**

Kia Ora!

Thank you very much for your interest in Pullman Rotorua.

Situated in the heart of the city and a stone's throw from Rotorua lake, Pullman Rotorua is the perfect base to explore the region's geothermal paradise for families, adventurers, business travellers and conference delegates.

A Pullman stay is an entire experience with 130 luxurious rooms and suites, energising gym, day spa, vibrant dining and a chic bar. Conferencing by Pullman offers 5 dynamic meeting rooms with hyper-connectivity.

Boasting 7 dynamic meeting rooms with natural daylight, state-of-the-art facilities, high speed Wi-Fi, valet parking and a dedicated Events Team on site, Pullman Rotorua is the perfect venue for your event

Surrounded by surreal scenery and iconic attractions, come and discover shooting geysers, bubbling mud, natural hot springs and magical forests – all within walking distance or a 5-minute drive.

Once again, thank you for your interest and we look forward to welcoming you and your guests.

Kind regards,

Mary Charisse Jimenez  
SALES MANAGER

### **PULLMAN ROTORUA**

1135 ARAWA STREET, ROTORUA 3010 – NEW ZEALAND

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## FULL DAY DELEGATE PACKAGE

***\$75.00 per person per day***

### **Full Day Delegate Package is inclusive of:**

- Venue set up with banquet tables, table cloth and banquet chairs
- Coffee, Tea, Water station
- Morning Tea break with 2 food items, flavoured teas, coffee and water station
- Buffet or Set Menu Lunch with water in Barrel & Co on non-exclusive basis
- Afternoon Tea break with 2 food items, flavoured teas, coffee and water station
- Conference pads and pens for each delegate
- 1 x whiteboard with markers
- Meeting signage including your logo to guide your guests
- In-built TV or drop down screen and In-built speakers
- Shared wi-fi access for all guests
- Dedicated Events Team throughout the event
- 15% GST

### **Venue Rental**

Prices start from \$200.00 for half day and \$350.00 for full day

## HALF DAY DELEGATE PACKAGE

*From \$70.00 per person per day*

### **Half Day Delegate Package is inclusive of:**

- Venue set up with banquet tables, table cloth and banquet chairs
- Coffee, Tea, Water station
- 1 x Tea break with 2 food items, flavoured teas, coffee and water station
- Buffet or Set Menu Lunch with water in Barrel & Co on non-exclusive basis
- Conference pads and pens for each delegate
- 1 x whiteboard with markers
- Meeting signage including your logo to guide your guests
- In-built TV or drop down screen and In-built speakers
- Shared wi-fi access for all guests
- Dedicated Events Team throughout the event
- 15% GST

### **Venue Rental**

Prices start from \$200.00 for half day and \$350.00 for full day



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# SAMPLE MENUS

## TEA BREAK

Choose 2 items for Morning Tea and 2 items for Afternoon Tea break:

### Sweet

- Sweet scone (chef's choice) v
- Sweet muffin (chef's choice) v
- Carrot cake with cream cheese icing v
- Selection of assorted Danish pastries v
- Homemade banana bread v
- Cookie (chef's choice) v
- Homemade chocolate brownie v

### Savoury

- Cheese muffin with butter v
- Pork sausage roll
- Chicken, spinach, brie and cranberry wrap
- Mushroom and feta quiche v
- Smoke salmon, cream cheese and cucumber sandwich
- Ham and Swiss cheese croissant
- Tomato, spinach, onion and cheddar Frittata v



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# SAMPLE MENUS

## WORKING LUNCH

### Option 1:

- Green salad with sherry vinaigrette (gf, df, vg)
- Smoked chicken, spinach, brie and cranberry sauce panini
- Fish and chips (df)
- Fresh fruit platter (gf, df, vg)
- Brownie with Chantilly cream

### Option 2:

- Caesar salad with bacon and boiled egg (gf, df) – croutons on side
- Roast beef, horseradish crème wrap
- Mushroom arancini ball and chips (df)
- Fresh fruit platter (gf, df, vg)
- Passionfruit cheesecake

### Option 3:

- Potato salad with bacon and pumpkin seeds (gf)
- Ham, tomato and cheese sandwich
- Prawn croquette and chips
- Fresh fruit platter (gf, df, vg)
- Carrot cake with cream cheese icing



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# SAMPLE MENUS

## BUFFET DINNER

### **Salad (select 2 items)**

- Fresh green leaves and garnish with Sherry vinaigrette (gf, df, vg)
- Broccoli salad with bacon, red onion and pine nuts (gf, df)
- Greek salad with feta and lemon olive oil dressing (gf, v)
- Potato salad with bacon, mustard and chives (gf, df)

### **Main (All meat served with Jus and gravy) (select 2 items)**

- Roast beef sirloin and horseradish (gf, df)
- Roast chicken and cranberry (gf, df)
- Grilled fish with creamy white wine sauce (gf)
- Pumpkin and ricotta ravioli in creamy pesto sauce (v)
- Potato gnocchi and roasted vegetables in rich tomato sauce (df, vg)

### **Sides (select 2 items)**

- Roast potato with garlic and herb oil (gf, df, vg)
- Steamed saffron rice (gf, df, vg)
- Buttered baby potatoes with herb (gf, v)
- Sautéed seasonal vegetables with olive oil (gf, df, vg)

### **Desserts (select 2 items)**

- Strawberry cheesecake with Chantilly cream and berry compote
- Lemon meringue tart
- Pavlova with chantilly cream and fresh fruit (gf)
- Banoffee tart with coffee cream
- Fresh fruit salad cup (gf, df)



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# SAMPLE MENUS

## SET MENU DINNER

### Entrée

Soup of the Day with Toasted Bread (V)

Or

Burrata with vine tomato, pickled onion and vasamic chunk (V)

### Main (Choice of 1)

Scotch fillet with potato gratin, grilled broccolini and jus (GF)

Or

Chicken Breast with Mashed Potatoes (GF)

Or

Salmon with fennel puree and bureeblanc (GF)

### Vegetarian Option

Potato gnocchi and roasted vegetables tossed in pesto and small salad (V)

### Dessert

Miso caramel (V)

Or

Chocolate lave cake with vanilla ice cream (V)



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## TERMS & CONDITIONS

In order to ensure the hotel has the group confirmed, the hotel will send a Letter of Agreement and will give seven (7) days period from signing of the Letter of Agreement.

### **FOOD, BEVERAGES AND CONFERENCING:**

#### **Deposit**

- We require a non-refundable holding deposit representing 50% of the total estimated cost to be received together with the signed contract by the release date.
- Remaining 50% is to required at least 30 days prior the event

#### **Cancellation**

In the event of cancellations and/or reduction of guests, the Hotel must be notified in writing and cancellation fees will apply as follows. The amount of any cancellation will be calculated on a percentage basis of the estimated total banqueting revenue based on provisional numbers as noted in this agreement.

Holding deposit will be retained and is non-refundable.

- 60 to 31 days - 50% cancellation fees
- Within 30 days - 100% cancellation fees

Food & Beverage prices are based on the contracted number of guests. If numbers drop by more than 5%, prices are subject to be revised.

Function venues have not been blocked for your group. We would appreciate receiving your feedback on the above Terms and Conditions to prepare a Letter of Agreement. Function venues are subject to availability by the moment we receive your Letter of Agreement request.

