



CONFERENCE & FUNCTIONS KIT



CAIRNS SHERIDAN HOTEL

& Conference Centre



Conference Rooms

The Cairns Sheridan Hotel is a boutique hotel located on 295 Sheridan Street, close to the Cairns City & Cairns Airports.

The Cairns Sheridan Hotel boasts a full range of conference and function facilities with affordable packages that can be tailor made to suit all budgets.

The hotel offers 3 versatile function/conference rooms catering for up to 150 people, luxurious suites for private boardroom meetings and a tropical garden deck for informal entertaining.

The **Sheridan Room** is the perfect venue for hosting functions, weddings or parties. Equipped with a dance floor, bar, sound system, separate en-suites and window frontage offering natural light. Pre-function drinks can be served from the Palms deck entrance, or the front entrance is ideal for guest registrations and easy access for loading equipment.

The **Sanders & Quetta Rooms** seat up to 80 people theatre style. These rooms can also be partitioned off to allow for smaller meetings.

The **Palm's Deck** is an informal yet elegant garden deck and is perfect to host cocktail parties or for entertaining clients. Order a drink from the bar and relax.



Sheridan Room

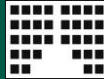






Quetta Room





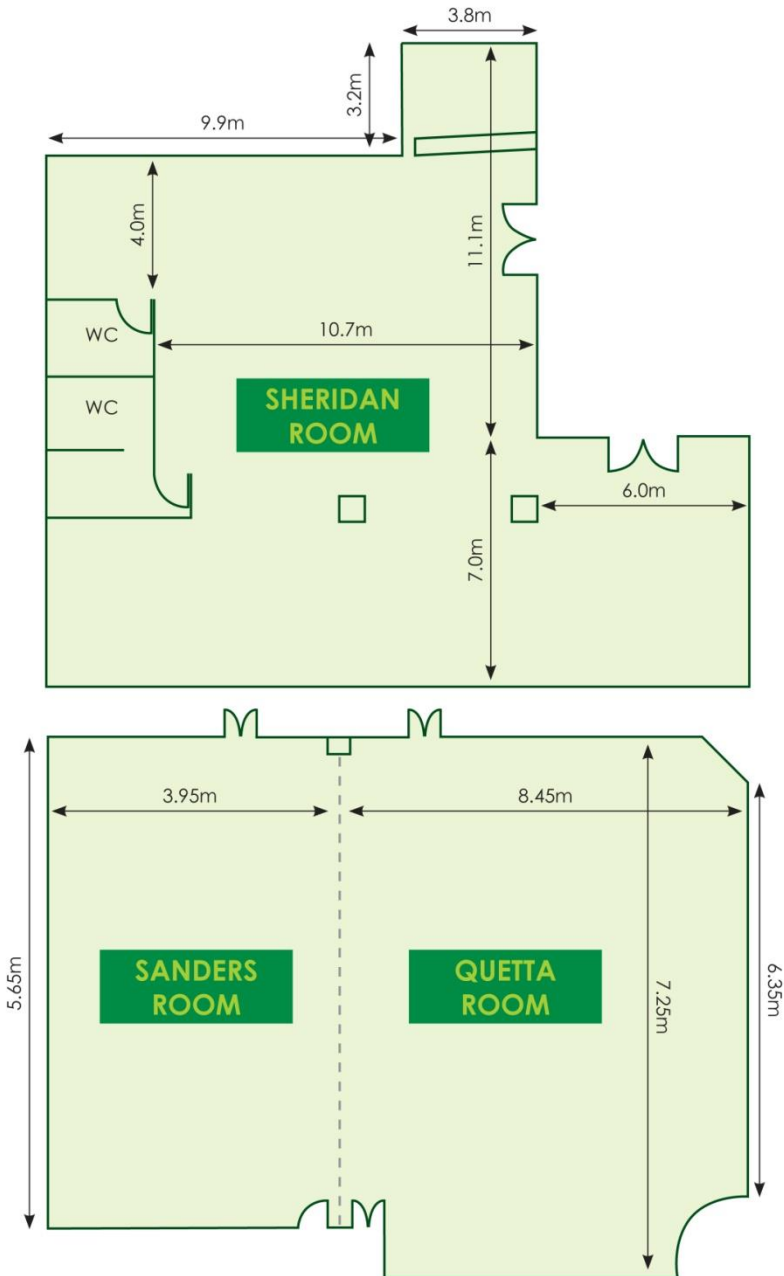
Conference Rooms & Capacities

	 Theatre	 U Shape	 Classroom	 Boardroom	 Banquet	Cocktail	Room hire
SHERIDAN ROOM	150	30	80	40	120	200	POR
CAPTAINS ROOM	80	30	40	30	60	70	POR
QUETTA ROOM	60	20	30	30	40	45	POR
SANDERS ROOM	20	-	8	12	10	-	POR
PALMS DECK	-	-	-	-	30	50	POR



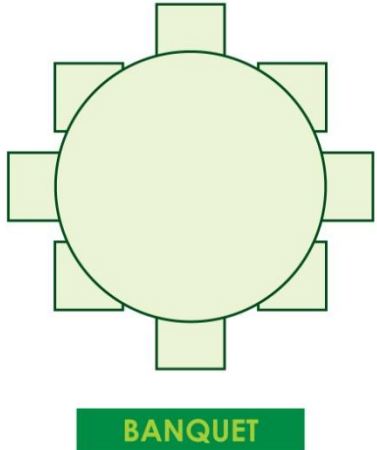
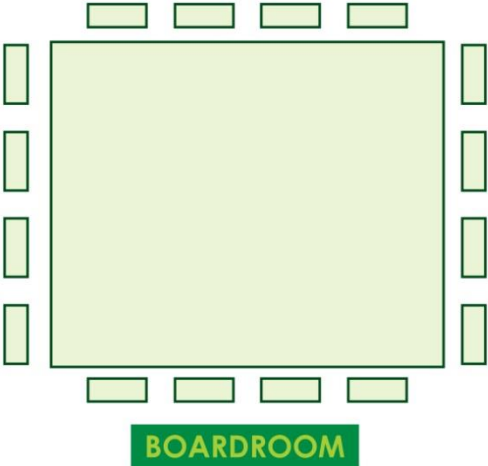
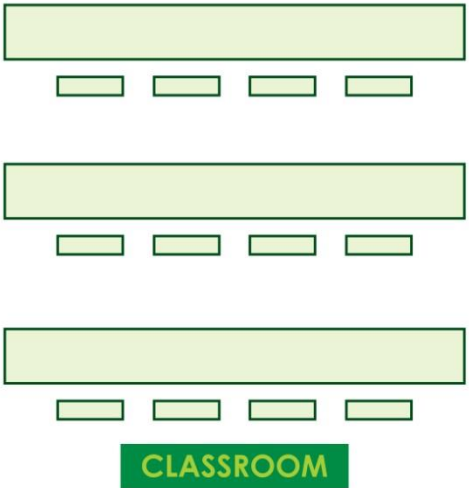
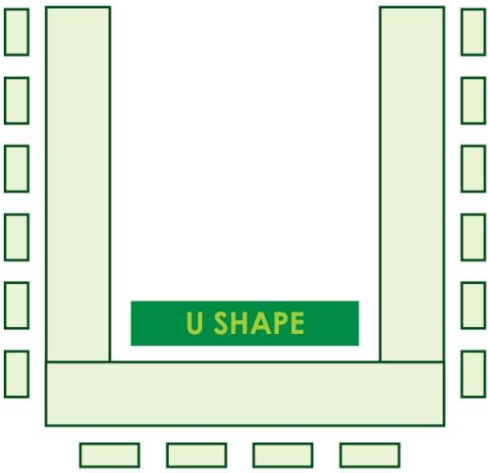


Conference Venue Layout





Conference Seating Plans





Equipment Hire

Inclusive of Venue Hire Fees (all rooms):

- Whiteboard and Markers
- Screen
- Lectern
- Extension Leads and Power Boards

Additional Equipment (on site*):

Data Projector

Laptop

TV

Hand Held Microphone

Pen and paper (when not included)

Photocopies

Wireless Internet Connection

Conference Phone

Digital Presenter

****The above prices are for equipment we have on site.***

If the equipment has already been reserved, we will have to hire externally and different charges will apply.





Snack Break Menu

Freshly brewed Tea, Coffee and a selection of Herbal Tea

All menu selections served with coffee and a selection of teas

Sweet Selection 1 items

Choc Chip Cookies

Chef's selection of muffins

Cake Assortment includes carrot and banana

Scones, strawberry jam and whipped cream

Yoghurt, granola & berry compote cups GF

Sweet Selection 2 items

Sliced tropical fruits with banana bread

Mini Muffins and Chocolate profiteroles

Sliced tropical fruits with cake

Savoury Selection

Petite meat pies and mini sausage rolls served with tomato/bbq sauce

Vegetarian Spring rolls served with sweet chilli dipping sauce

Ham and cheese mini croissants

Spiced Falafels with mint yoghurt/Hummus & carrot sticks GF V

Additional Beverages

Orange Juice or soft drink

Carafes of Orange Juice or soft drink

Gluten free and vegan options available upon request





Working Lunch Menus

Basic Lunch

A platter of assorted closed sandwiches with a variety of fillings such as:

Thinly Sliced Champagne Ham and sweet mustard pickle

Flaked Tuna with mayonnaise and lettuce

Shaved Turkey with cranberry and salad

Creamy Egg with chives and mayo

Chicken and salad

Traditional Roast Beef with seeded mustard

Served with Coffee and a selection of Herbal Tea,

Orange Juice and a platter of freshly sliced Tropical Fruits

Deluxe Lunch

Rolls with a selection of deluxe fillings:

Traditional Roast Beef with seeded mustard

Creamy Egg with chives and mayo

Champagne Ham with sweet mustard pickle

Roast Chicken with salad

Silverside with chutney and salad

Served with Coffee and a selection of Herbal Tea,

Orange Juice and a platter of freshly sliced Tropical Fruits





Supreme Lunch

A selection of freshly baked Rolls and wraps served with an assortment of the following:

Champagne Ham with Seeded Mustard and Garden Salad

Chilled Prawn with a delicious seafood sauce and crispy lettuce

Chicken with avocado and lettuce and mayonnaise

Turkey with salad and cranberry sauce

Salami with chutney and rocket

Accompanied by Potato Salad and Garden Salad

Served with Coffee and a selection of Herbal Tea,

Orange Juice and a platter of freshly sliced Tropical Fruits

Working Lunch

Soup of the Day

Assorted cold meat platter

Potato Salad

Cabbage and carrot slaw with mayonnaise

Green Garden Salad

Freshly baked rolls

Served with Coffee and a selection of Herbal Tea,

Orange Juice and a platter of freshly sliced Tropical Fruits

Gluten free and Vegan Options





Lunch Buffets

Lunch Buffet

(Minimum of 20 people)

Please choose from the following:

2 Hot Dishes with 2 Salads

3 Hot Dishes with 2 Salads,

BBQ Tandoori Chicken

Beef Curry

Roast Chicken with gravy

Indian Butter Chicken Curry

Battered Mackerel Fillets

Spicy Chicken Wings

Grilled beef with caramelised onion

Satay Chicken Kebabs

Penne Carbonara with ham and mushrooms

Beef Lasagne with mozzarella

Salad Selection

Green Garden Salad

Traditional Potato Salad with egg

Caprese Salad

Caesar Salad

Greek Salad

Mexican Bean Salad

Vegetarian Dishes

Singapore Noodles with Asian greens

Homemade Gnocchi with Napoli and spinach

Chickpea and Sweet Potato Curry

Butternut Pumpkin Soup

Hot roasted corn on the cob

Penne Pasta with sundried tomatoes & capers

Fried Rice

Gluten Free options available for additional \$3 per person

Includes crusty bread rolls

Tea and Coffee and orange juice





All Day Catering

Arrival Tea & Coffee

Morning Tea

Muffin Break

Served with Coffee and a selection of Herbal Tea

Lunch

Basic Lunch

A platter of assorted closed sandwiches with a variety of fillings such as:

Thinly Sliced Champagne Ham

Roast Chicken and Salad

Flaked Tuna with mayonnaise

Shaved Turkey with cranberry sauce and Salad

Creamy Egg and chives

Served with Coffee and a selection of Herbal Tea,
Orange Juice and a platter of freshly sliced Tropical Fruits

Afternoon Tea

Light Break

Selection of Packaged Biscuits served with

Coffee and a selection of Herbal Tea

Gluten free or vegan options

Alternatively, we can tailor an all-day catering package that suits your needs & budgets.





All Day Catering Optional Items

(Can only be ordered in conjunction with All Day Catering)

Asian Delights; Samosas and mini spring rolls & dim sims

Chicken Platter; Chicken satay sticks, spicy chicken wings

Crudités Platter; assorted vegetable batons & crisp bread served with 2 assorted dips

Cheese Platter; consisting of mature cheese, soft & mild cheese served with assorted crackers

Salad; Garden salad with lemon, honey & mustard vinaigrette

