

MEETING AND BOARDROOM HIRE



Which room type best suits the
needs of your team?

MEETING ROOM

6 PAX

min 4 hours

\$160 half day (up to 4 hours)
\$310 full day (4-8 hours)

BOARDROOM

12 PAX

min 4 hours

\$220 half day (up to 4 hours)
\$430 full day (4-8 hours)

COMBINED ROOMS

24 PAX

min 4 hours

\$360 half day (up to 4 hours)
\$600 full day (4-8 hours)

Hire includes:

Whiteboard

Butcher paper

Large TV screen


Receptionist to greet guests

Chilled water and mints

*Catering available through our
on-site cafe Black Gold*



Contact our Community Manager to check
availability and make your booking:

 9044 5100

 richmond@exchangeworkspaces.com.au

EXCHANGE
WORKSPACES



WORK:DONE

CORPORATE CATERING MENU



Which room type best suits the
needs of your team?

OPTION 1

\$7.50 pp

Coffee or Tea
Assorted cakes/ pastry/ slices

OPTION 2

\$14 pp

Coffee or Tea

Choice one:

Caprese Sandwich

fresh mozzarella, tomato, basil pesto

Chicken Sandwich

*free range chicken breast, avocado,
fried egg, chilli mayo*

Tomato Cheese Toastie

3 cheese tomato toastie

OPTION 3

\$21.50 pp

Coffee or Tea
Assorted cakes/ pastry/ slices

Choice of one:

Caprese Sandwich

Chicken Sandwich

Tomato Cheese Toastie

Mushroom Omlette

*free range eggs, seasonal mushrooms,
yarra valley feta*

Quinoa Salad

*Organic Quinoa, Avocado, Chargrilled
Corn, Chickpeas, Beetroot Yogurt*


Avocado on Toast

*smashed avocado on sourdough,
poached egg, haloumi*

Reuben Sandwich

*beef pastrami, swiss cheese, sauerkraut,
american mustard, russian dressing*

*Bookings taken in advance, but payment made
on the day directly to Black Gold Cafe*

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