

YARRA YARRA GOLF CLUB CONFERENCE GUIDELINES



Thank you for choosing Yarra Yarra Golf Club to host your event, we look forward to making your day a success.

As you are aware we are a Private Golf Club and have traditions and standards which need to be adhered to. We have produced a brief outline for you to pass on to your clients.

DRESS RULES FOR GUESTS

Guests must maintain a high standard of dress at all times. Attire should be commensurate with that expected of a prestigious private golf club.

MEN

Clubhouse – Smart casual attire is acceptable

Unacceptable Dress

- Cargo shorts or pants with external pockets
- Three-quarter length pants (any length below the knee and above the ankle)
- Track or leisure suits
- Ripple sole shoes, runners or thongs
- Denim
- Hats or caps in the Clubhouse
- Dirty or unkempt attire

WOMEN

Clubhouse – Smart casual attire is acceptable.

Unacceptable Dress

- Cargo shorts or pants with external pockets
- Track or leisure suits
- Brief shorts
- Ripple sole shoes, runners or thongs
- Denim
- Hats or caps in the Clubhouse
- Dirty or unkempt attire

MOBILE PHONE RULES FOR GUESTS

Mobile phone usage is to be confined within your meeting room or in the public telephone area only. No usage of mobile phones is allowed in the common areas or outside the Clubhouse.

TOILETS

Male, female and disabled toilets are located on level 1 of the Clubhouse, these will be directed to you on arrival by your Event Assistant.

DATA PROJECTOR AND SCREEN

The Meeting Room is fitted with an electronic screen and data projector. The screen can be raised and lowered by using the control panel on the light switch. The number 1 button will raise the screen and the number 4 will lower the screen. The remaining switches control the lighting. The Data Projector is operated by the remote control, with instructions provided onsite by your Event Assistant.

INTERNET CONNECTION

You can connect to the internet via the two floor boxes located under the table or via our wireless connection. When connecting to the wireless network enter the WEP Security code – **DF57614FB932CCE8CE5075D9D2**

HEATING AND COOLING

The Meeting Room is fitted with both heating and cooling. The temperature is preset for your comfort, however can be adjusted by modifying the temperature controls on the control panel. Should you need further assistance or instructions please contact your Event Assistant.

EMERGENCY EXIT

In the event of an emergency, please follow staff directions and calmly make your way to the nearest exit. Emergency exit points will be advised on arrival.

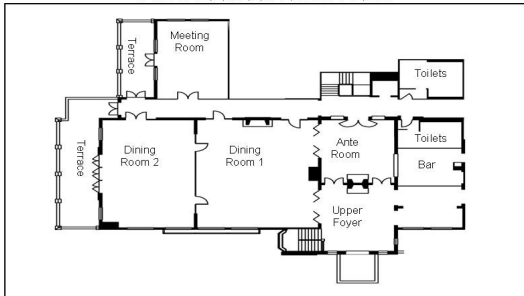
ASSISTANCE

Should you require assistance during your event, please contact your Event Assistant by calling **540** from the telephone in your meeting room.

YARRA YARRA GOLF CLUB CONFERENCE FLOOR PLANS



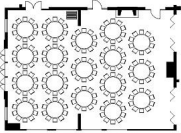
FIRST LEVEL FLOOR PLAN



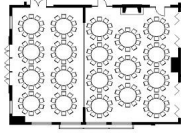
	Meeting Room	Dining Room 1	Dining Room 2	Dining Room 1 & 2
Width (m)	5.5	10	8	18
Length (m)	10	14	14	14
Cabaret	-	48	36	94
Classroom	-	57	51	94
Theatre	-	94	80	140
Banquet Rounds	-	132	96	216
Banquet With Dance Floor	-	72	48	156
Cocktail	-	200	100	300
Boardroom	14	28	28	-
Boardroom	14	28	28	-

All plans and capacities are approximate only and do not include AV or staging.

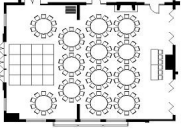
BANQUET



Dining Room 1 & 2

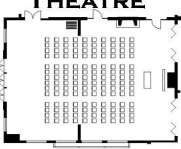


Dining Room 1 & 2

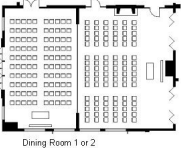


Dining Room 1 & 2 with Dance Floor

THEATRE

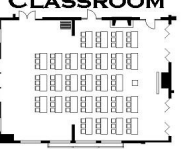


Dining Room 1 & 2

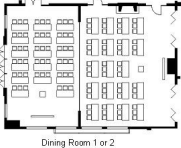


Dining Room 1 or 2

CLASSROOM

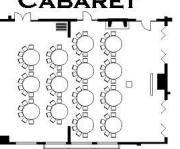


Dining Room 1 & 2

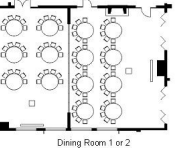


Dining Room 1 or 2

CABARET



Dining Room 1 & 2



Dining Room 1 or 2

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