

TRAINING ROOM FOR HIRE

- ➔ Training room available for hire in Preston. Very reasonable rates for community organisations and training organisations.
- ➔ Close to public transport with free parking in the vicinity. A friendly, community centre setting with computer access.
- ➔ ADEC is a peak Victorian organisation advocating on behalf of people with disabilities from diverse cultural backgrounds, their families & carers.
- ➔ ADEC is also a Registered Training Organisation delivering accredited and fee-for-service training. We welcome others to use our facilities.

FEATURES:

- Carpeted room with floating middle wall seating up to 16 people (floor plan next page)
- 8 computers running MS Office 2010 including internet access
- 5 large tables in variety of layouts (u-shaped, rectangle, classroom etc)
- Wireless internet access
- 2 whiteboards
- TV with DVD/Video player
- Overhead projector
- Additional audio visual facilities available for hire: data projector with lap top including wireless internet, electronic whiteboard, digital camera
- Catering available at cost: access to Kitchenette for morning and afternoon tea included.
- Access to kitchenette for breaks
- Outside break area
- Breakout room available by arrangement
- Telephone with speaker phone capacity

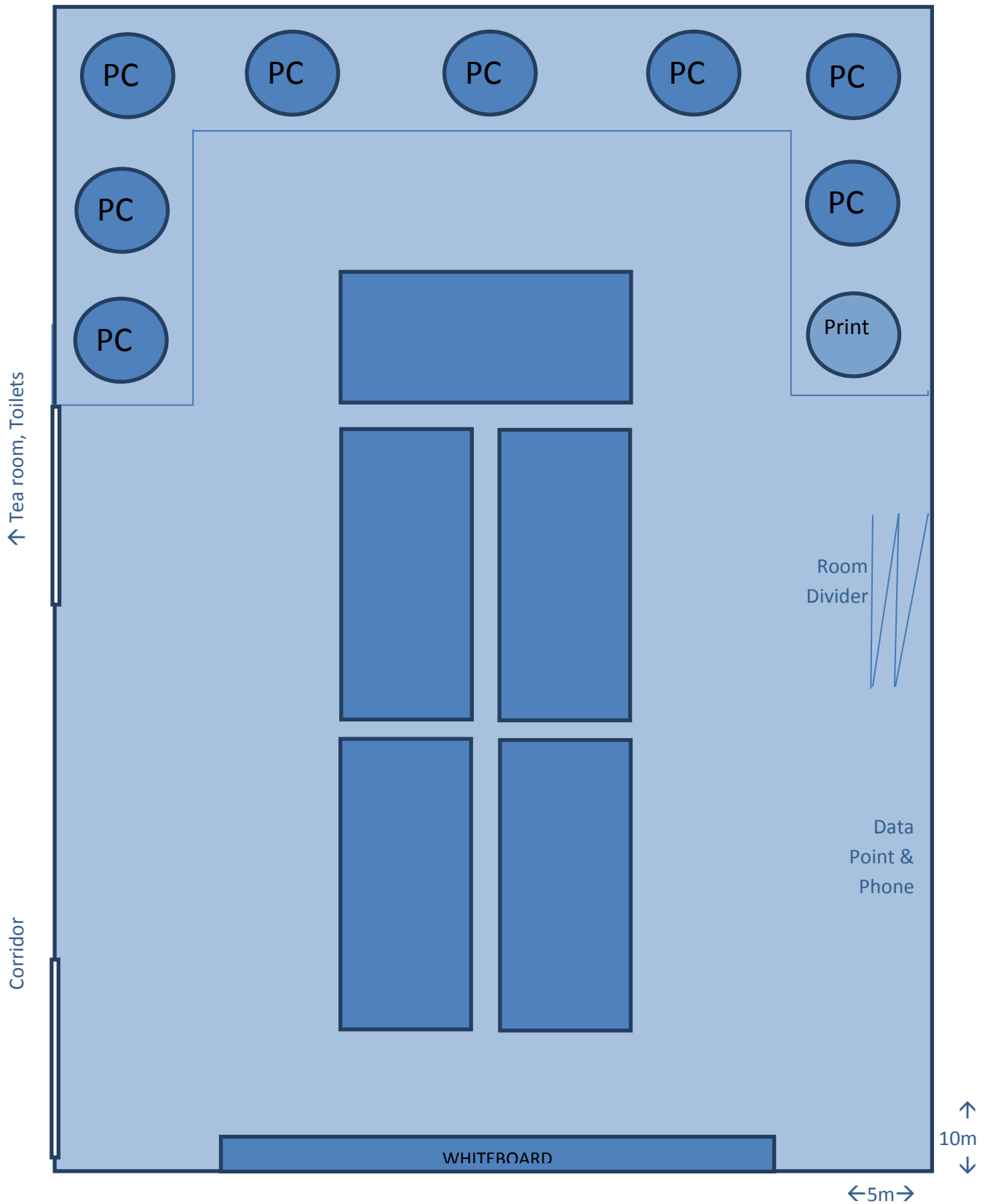
FEES:

- Room Hire:
 - o \$250 full day, \$125 half day (Monday 9:00am to 5:00pm, pm by arrangement)
 - o \$300 full day, \$150 half day (Saturday & Sunday)
 - o Multi-day bookings attract a 20% discount on room hire
- AV Hire: \$20 per resource per day pending availability
- Access to Kitchenette for Morning/Afternoon Tea included. Morning and/or Afternoon tea biscuits and cakes can be provided at \$25 for groups. ADEC do not supply other catering but can suggest a wide-range of local providers.

QUERIES, QUESTIONS & BOOKINGS:

- ? Contact the Training Unit on 03 9480 1666
- To Book: ring 03 9480 1666 or send an email training@adec.org.au

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Floor Plan

ADEC Training Room - 175 Plenty Road Preston VIC 3072