

PLANNER'S GUIDE

VENUE INFORMATION

BASIC INFORMATION	
Company Name:	The American Creswick
Address:	90 Albert Street, Creswick
Suburb/State/Postcode:	Creswick, 3363
Telephone:	613 53452510
Email:	info@americancreswick.com.au
Internet:	www.americancreswick.com
Contact:	Wendy & Brendan Smith
Total Meeting Rooms:	3
Dining:	10 to 60
Meeting Capacity:	10 to 70
Accommodation Rooms:	6
Accommodation Capacity (max.):	10

DESCRIPTIVE SECTIONS

LOCATION	<p>A comfortable 70 minutes from Melbourne</p> <p>Along the Western Freeway, on the Midland Highway between Ballarat and Daylesford</p>
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ACCOMMODATION FACILITIES	6 Rooms rooms with European style facilities. Guest laundry, TV , Fridge in rooms, tea and coffee making facilities -
GENERAL FACILITIES	Bar, Café, Restaurant, secure carparking. Dry cleaning , guest lounges.
TECHNICAL FACILITIES	PA, teleconferencing,, video, television, projectors, whiteboard, business facilities, photocopying, fax, registration desk etc
RECREATIONAL FACILITIES	15 minutes to the centre of Ballarat (to cinemas, ten pin bowling, go carts, pool) and 22 minutes to Daylesford, private garden, guest lounge
BANQUET FACILITIES (Details of on-site food and beverage facilities)	Café, Alfresco Lane, Bistro, Albert Bar, Green Room, Lindsay Room and Balcony.
BUSINESS FACILITIES	Free Internet
PARKING	Carparking on site
VENUE HIGHLIGHTS	Built in the gold and glory days of the 1850's, The American Creswick stands today as a unique link with this nations gracious and colourful beginnings.

CONFERENCE/BANQUET ROOM CAPACITIES:

Room Name	SQ.M.	Height	Banquet	Cocktail	Theatre	Classroom	Board room	U-shape
LINDSAY ROOM	86	4.5	60	100	80	40	24	40
GREEN ROOM	54	3	30	40	20	20	16	16

DEFINITIONS:

SQ.M. Size of room – metric metres

Height Height of room – metric metres

Banquet Sit down function, buffet or a la carte meal served

Cocktail Stand up function, light refreshments served

Theatre Configured like a movie theatre, may be flat floored or tiered

Classroom As above with desks in front of chairs to enable writing by delegates (flip tables are not applicable)

Boardroom Small meeting arranged around a single boardroom style table

Ushape Tables and chairs arranged in the shape of a horseshoe with all chairs facing inwards