



CONFERENCES &
CORPORATE EVENTS

the
**BUNDANOON
GUEST HOUSE**



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GUEST HOUSE



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The ideal venue

The Bundanoon Guest House is located in the small Southern Highlands village of Bundanoon, 1 hour and 45 minutes drive from Sydney or Canberra. It's one of the few original guest houses remaining in Bundanoon. Built in 1925, and recently refurbished, it retains the charm and character of that era, and offers gracious accommodation for up to 36 people.

The Guest House is the ideal venue to host your next corporate event, whether it be a

- conference
- team building forum
- resilience and collaboration workshop
- health and well-being retreat
- leadership workshop or
- end of year Christmas Party.

We love facilitating and hosting and have specialist coaches and planners ready to design your perfect program.

Surrounded by gorgeous gardens and old-world charm, the Bundanoon Guest House is the perfect setting to encourage creativity and team spirit.



With everything you need

In addition to our comfortable accommodation, the Guest House boasts a range of inviting public spaces including

- a welcoming guest lounge
- a cosy sitting room with open fire
- a spacious games and conference room
- a large dining room also with an open fire
- a private dining room for intimate gatherings
- a fully licenced bar
- a charming front verandah, and
- beautiful gardens

allowing us to cater for all of your requirements under one roof.

We are also conveniently located near the Morton National Park, which offers a variety of bushwalks, cycling, and other outdoor activities—perfect for team adventures or leisurely escapes.





Space to work, support to unwind.

The Guest House is dedicated to hosting corporate groups in style, offering accommodation for up to 16 delegates with private ensuites. Larger groups can also be arranged upon request.

Renowned for our exceptional service and consistently achieving top ratings, we take pride in creating memorable experiences.

Our expert Corporate Coaches specialize in designing tailored Conference and Leadership Development Programs, focusing on employee wellbeing, teamwork, leadership mindset, and performance. These programs deliver outstanding, tangible results.

For the ultimate experience, the Guest House can be exclusively reserved for your group, ensuring complete privacy and exclusive access to all breakout areas and amenities.

Escape the hustle of city life and embrace the tranquility of our Guest House. Your team will leave feeling refreshed, inspired, and ready to excel.

We're eager to collaborate with you in crafting an event so remarkable, you'll want to return year after year.





Conference facilities

Designed to inspire collaboration and innovation, our conference facilities offer an outstanding environment for team-building activities, workshops, and conferences. With versatile meeting spaces equipped with state-of-the-art technology, we cater to groups of all sizes—whether it's an intimate retreat or a large-scale corporate event.

Conveniently located in the main Guest House, our conference room offers direct access to lush gardens and a spacious car park. Flooded with natural light, the room features flexible configurations to quickly adapt from casual seating arrangements to formal boardroom setups.

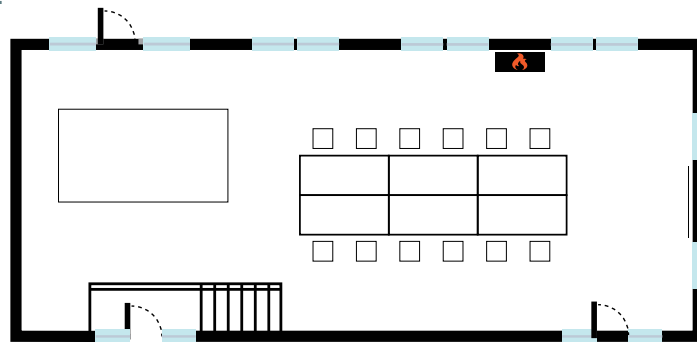
Also available for your convenience:

- High-speed Wi-Fi (NBN)
- Large Smart TV with HDMI connectivity
- Whiteboards and flip charts
- Notepads and pens
- Printing and photocopying services
- Climate control with reverse cycle air-conditioning and gas fireplace
- Refreshments available throughout the day: iced water, mints, and a selection of tea and coffee.

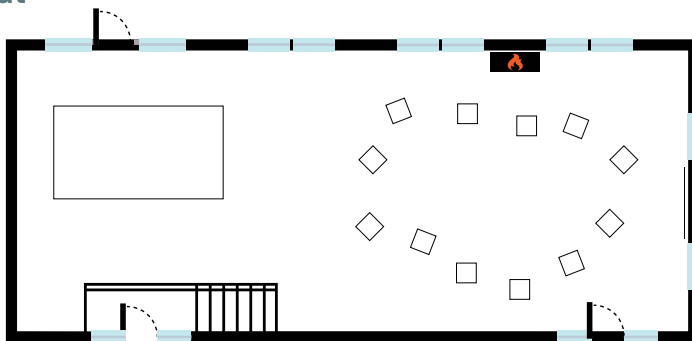
The additional option to have our dedicated event coordinators manage every aspect of your event, ensures a seamless and empowering experience from start to finish.

Conference room layouts

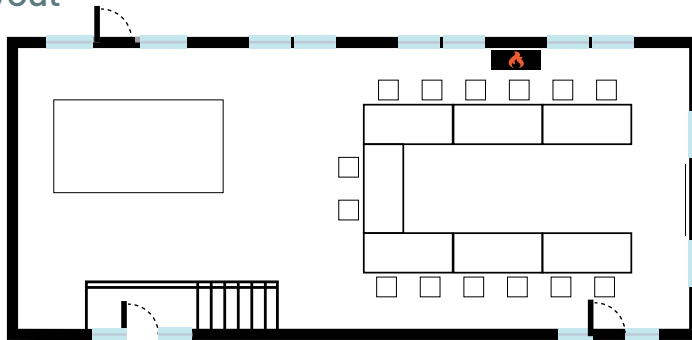
Formal layout



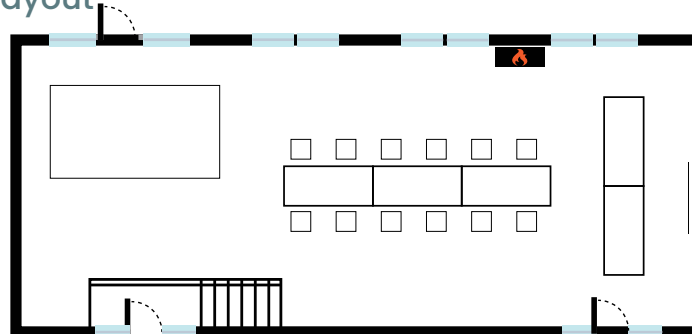
Informal layout



Horseshoe layout



Presentation layout





Additional areas

Apart from the conference room, the Guest House offers ample space for break-out meetings, including:



- Main lounge
- Guest lounge
- Large dining room
- Private dining room
- Bar area
- Covered verandah
- Garden areas front and back of the guest house



Accommodation

Accommodation at the Guest House offers a perfect blend of comfort and character. The main house features 14 beautifully appointed guest rooms, including:

- 4 King Spa rooms
- 7 Queen Ensuite rooms
- 2 Twin Ensuite rooms
- 1 spacious Family room

Each room in the main house is equipped with a private ensuite bathroom for your convenience. Additionally, a charming two-bedroom cottage is located at the rear of the property.

Other highlights of our accommodation include:

- Air-conditioning in all rooms (heating and cooling)
- Premium-quality linen
- Elegant period features like leadlight windows and high ceilings
- Electric blankets on every bed for added comfort
- Complimentary wireless internet access
- Generous off-street parking
- Essential amenities like hairdryers
- Ironing boards available on request





Catering

Fuel productivity with our customizable catering options, offering healthy and delicious menus to keep your team focused and energized throughout the day.

We have a full commercial kitchen, along with two dining rooms, a licenced bar and our very own Chef. Menus can be tailored to your taste and specific dietary requirements. Our evening meals are uniquely memorable and form part of the wonderful Guest House experience.

Breakfast

Healthy Continental breakfast and hot breakfast

Morning and Afternoon Tea

Freshly baked scones/cake/savory options

Lunch

Single course meal served in our dining room with sandwich options available

Dinner

Two and three course menus prepared by our inhouse chef

Picnic lunches

Packed lunch and snacks for offsite activities





Bar

We have a fully licenced bar adjacent to our Games Room, Guest Lounge and Dining Room.

We offer a substantial wine list, including

- a selection of local Southern Highlands wineries,
- Gin and Whiskey from a local distillery, and
- craft beers from local breweries.

We also have a fantastic range of wines, beers and spirits from around Australia and overseas.

Drinks packages are available tailored to your requirements.



Conference Packages

We offer flexible conference packages tailored to your specific needs.

For all corporate and conference groups, we recommend booking the Guest House on an exclusive basis. This will allow your group full access to all amenities as well as complete privacy.

For groups that do not require the use of all of our accommodation rooms, pricing for this option will vary depending on the number of delegates in your group. These packages include the use of the conference facilities as well as morning tea, lunch and afternoon tea, and can be structured on a Half Day or Full Day basis.

Please contact us to discuss this in further detail.

Half Day \$85 per delegate

- Conference room hire and use of the conference room facilities
- Morning tea and lunch or lunch and afternoon tea
- Iced water and mints plus tea and coffee available throughout the day
- Note pads and pens

Full Day \$95 per delegate

- Conference room hire and use of the conference room facilities
- Morning tea, lunch and afternoon tea
- Iced water and mints plus tea and coffee available throughout the day
- Note pads and pens

Accommodation

- Single Occupancy / Mid-week* \$275 per room/per night
- Double Occupancy / Mid-week* \$295 per room/per night

* Room rates are for a 2+ night mid-week stay (Monday to Thursday nights) and include breakfast each morning. Cottage deemed to be two separate rooms.

Weekend rates available on request.

Dinner

We offer a vast range of menus which can be tailored to your needs, including catering for specific dietary requirements

- Two courses \$85 per delegate**
- Three courses \$95 per delegate**

** Based upon a minimum of 10 Delegates. Smaller group pricing available on request.



Activities

Whether your aim is to build resilience, promote teamwork, reduce burnout, enhance productivity, or boost emotional intelligence, we offer a range of structured activities focusing on workplace health, wellbeing, mindset and performance culture.

We offer everything from tailored workshops and programs from specialist corporate coaches to more unstructured activities.

With the Southern Highlands, Morton National Park and other local amenities on our door step, there are plenty of options for your team to include outdoor activities in your agenda.

Some suggestions are:

- Bushwalking – [Morton National Park](#), [Fitzroy Falls](#), [Box Vale Walking Track](#), [Glow Worm Glen](#)
- Cycling – on and off road with ebike hire available
- Golf – [Moss Vale Golf Club](#) and [Mount Broughton Golf Club](#)
- Wineries & Distilleries – local boutique and larger wineries
- Gardens – [Retford Park](#), [Red Cow Farm](#), [Milton Park](#), [Harper's Mansion](#), [Southern Highlands Botanic Gardens](#)
- Art – [Ngununggula Regional Gallery](#), [Michael Reid Gallery](#)
- Cooking classes – offered in house with our very own Chef

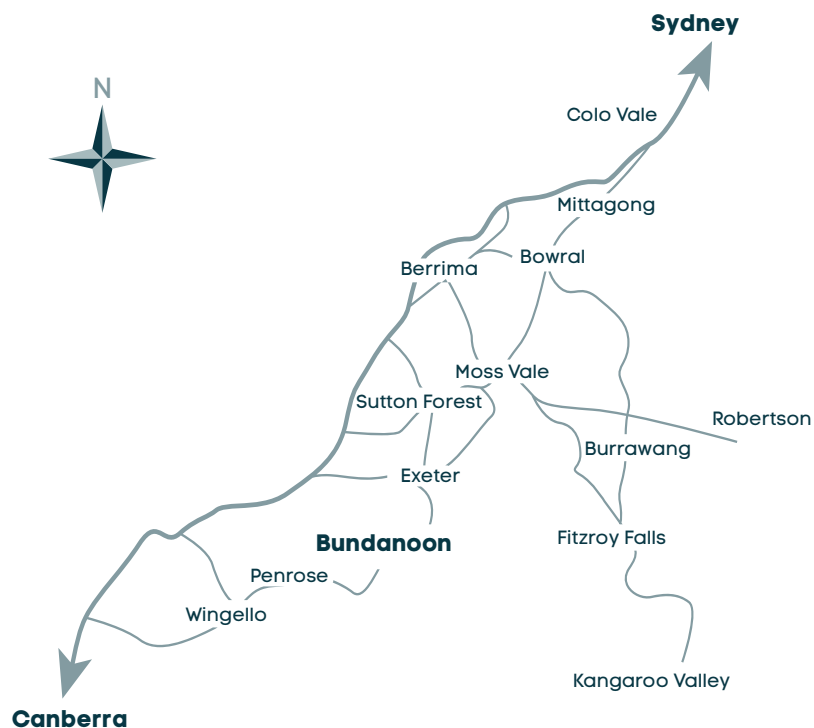
We would be happy to work with you to provide suggestions and assistance in planning the ideal event for your team.



Location

Bundanoon is located in the Southern Highlands of NSW, half way between Sydney and Canberra. Drive time from both Sydney and Canberra is 1 hour and 45 minutes and we are easily accessed from the Hume Highway.

Bundanoon is serviced by regular trains running on both the Southern Highlands line between Campbelltown and Goulburn, as well as the Sydney – Canberra train that conveniently stops at Bundanoon.





Terms and Conditions

- Delegates are required to checkout of their rooms prior to Conference commencement on the last day.
- A deposit equivalent to 20% of the total costs is required to confirm the booking.
- The entire reservation can be cancelled free of charge until 28 days prior to arrival, and any deposits paid will be refunded.
- Cancellations of the entire reservation within 28 days of arrival and up to 2pm on the day prior to arrival will incur a cancellation fee equivalent to the deposit paid.
- Full payment will be taken for cancellations of the entire reservation received after 2pm on the day prior to arrival or if no cancellations are made and confirmed.
- Any cancellation of individual package elements within 28 days of the check-in date or after check-in, will incur the original charge as quoted. This includes but is not limited to a reduction in the number of delegates, reduction in the number of rooms and a reduction in the number of nights booked.
- If you wish to transfer the booking to another date within 6 months of your original booking, the deposit can apply to this new date (this new date can only be transferred once).
- Final invoice to include any additional charges incurred such as Bar charges. Balance of payment due on departure or by other prior arrangement
- Any damage or excessive soiling will be at additional cost.
- Prices include GST and are based upon an all-inclusive package, and are subject to change in the event that any of the package elements are omitted or varied.
- The Bundanoon Guest House will not accept liability for damage to or loss of delegates belongings, merchandise and equipment left at the Guest House prior to, during or after an event.
- No smoking on the premises.



Contact

We invite you to reach out to us with any questions or for further details.

Hosts Lucie and Tim Phillips



The Bundanoon Guest House
101 – 105 Railway Avenue
Bundanoon NSW 2578



02 4883 6372



info@bundanoonguesthouse.com.au



www.thebundanoonguesthouse.com.au

