



allaccountedfor

Conference and Boardroom Hire

spacious • modern • quiet

The All Accounted For boardroom is in the perfect central location within Wellington City just minutes away from the best cafes and restaurants in town.

Our boardroom is ideal for business meetings, training workshops, seminars or Body Corporate AGMs.

We host meetings, training workshops, Body Corporate AGMs and social functions.



Catering

Catering is available upon request.
We allow self catering.

Facilities

Our boardroom can fit up to 30 people seated.
Our facilities includes whiteboard, data projector, projector screen, and a self-catered kitchen.

Bookings

Our boardroom fills up quickly during the year.

To avoid any disappointment please enquire by sending us an email at admin@aafl.nz or contact our office on 04-970 1182.

Our operating hours

Our opening hours is from Monday to Friday 8am to 5pm. We may be able to accommodate your booking outside these hours in certain circumstances.

Contact us!

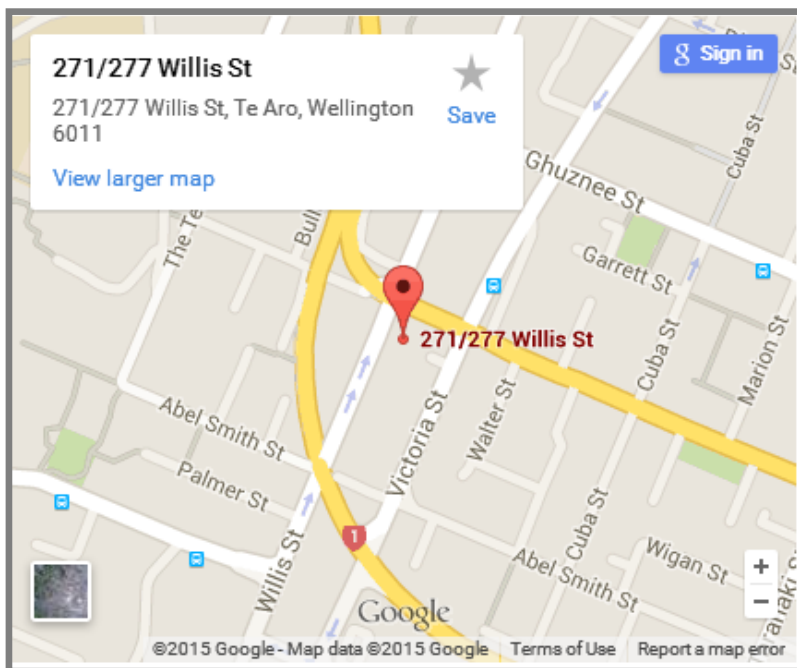
Location and Parking

Location

We are situated within the Wellington Master Builders Building, on the corner of Willis Street & Vivian Street (just off the end of the motorway).

Our Physical Address

271 – 277 Willis Street
Te Aro
Wellington 6011
New Zealand



Parking

Wilson Parking

We recommend parking at Wilson Parking located at 204 Victoria Street (corner Victoria, Vivian and Willis Streets), across the road from our boardroom.

The parking will cost \$13 per day (early bird fee). You will need to enter the carpark between 6am and 10am and exit before 7pm.

For more information, please visit the Wilson Parking website <http://www.wilsonparking.co.nz/> or contact them on 0800 4 PARKING.



Above: Image of 204 Victoria Street, Wellington

On-Street Parking

There is also on-street parking on Willis street that will cost \$3 per hour.



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Our Prices

Prices do not include GST

Room Rates

All bookings includes complimentary water and mints.

Item	Prices
Full Day	\$225 + gst
Half Day	\$140 + gst
Hourly	\$40 + gst

Catering

Please us know of any special dietary requirements.

Item	Prices
Fresh coffee, tea and a selection of herbal tea	\$3.50 per person \$7.50 for 3 services during day (upon arrival, morning tea, afternoon tea)
Morning & Afternoon Tea	\$3.50 for one item per person \$7 for two items per person \$10.50 for three items per person

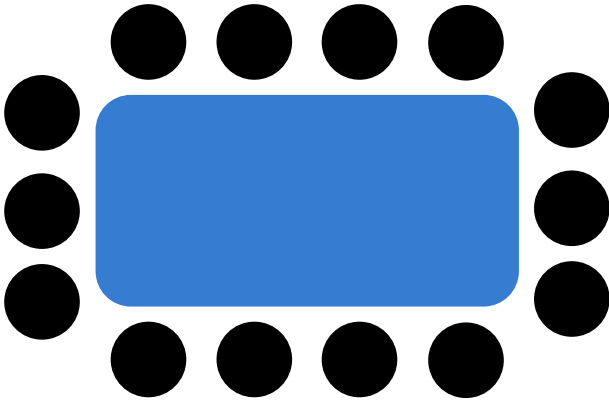
Equipment Rates

Item	Price
Data Projector	\$80 + gst We offer a discounted rate if boardroom is hire for more than five days
Wi-fi	Complimentary
Whiteboard	Complimentary

Room Layouts

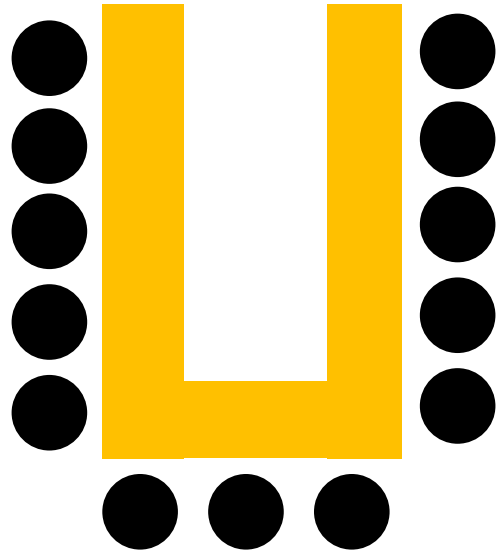
Boardroom

(Accommodate X people)



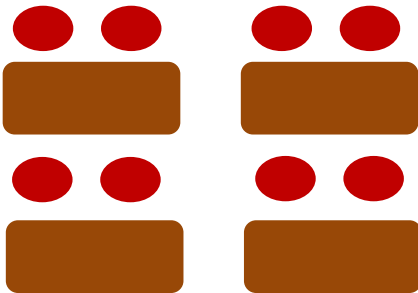
U-Shaped

(Accommodate up to 24 people)



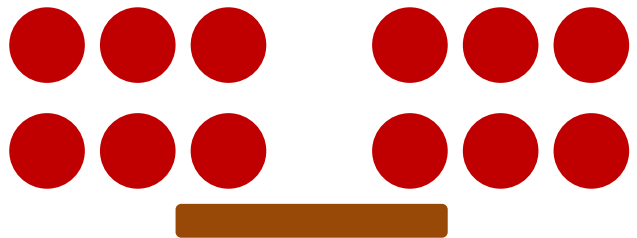
Classroom 1

(Accommodate up to 24 people)



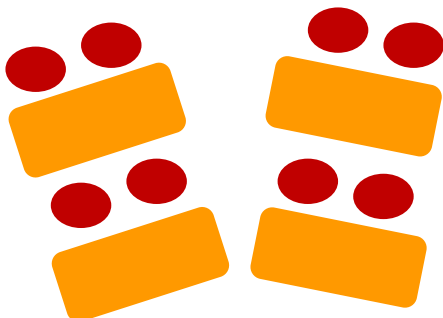
Conference

(Accommodate up to 30 people)



Classroom 2

(Accommodate up to 24 people)



Semi Circle

(Accommodate up to 24 people)

