

MicDrop
SOUTH MELBOURNE

VENUE INFORMATION PACK



NEED TO KNOW

ADDRESS

South Melbourne Central Shopping Centre
111 Cecil St, South Melbourne VIC 3205
Level 5 (lift access opposite Woolworths on Ground Floor)

7 DAYS

MicDrop is bookable Monday to Sunday from 6:00 AM - 12:00 AM
Business hours are Monday to Friday from 9:00 AM - 5:00 PM

RESTROOMS

Male and female restrooms and one accessible restroom

NO DEDICATED PARKING

TRAIN

Southern Cross Station
Spencer St, Melbourne City

STREET PARKING

In surrounding streets
Time limits and fees apply

TRAM

Route 12 (3min walk)
Stop #127 - York St /
Clarendon St
Route 96 (3min walk)
Stop #126 - City Rd / Light Rail

PAID PARKING

Within the venue building
'South Melbourne Central'.
Rates available via [Care Park](#)



NO STORAGE

NO DELIVERIES OUTSIDE OF EVENT TIMES

If you are planning to deliver products during your event, you must notify the MicDrop Team before a contract is generated

SOMETHING WE HAVEN'T COVERED?
VISIT OUR [FAQS](#) PAGE

\$1230 | 2 hours (min)

Each additional hour +\$156 per hour

INCLUDES

VENUE HIRE

STANDARD AV SYSTEM

ROOM SETUP

FURNITURE

WATER STATION

CLEANING

Conditions of hire

VENUE ASSISTANT

Required with 50/+ attendance,
outside of business hours,
advanced tech packages and/or F+B
Mon-Sat **\$60** per hour, 3 hours min
Sun **\$75** per hour, 3 hours min

SECURITY

Alcohol and/or 70+ attendance
Mon-Fri **\$60** per hour, 4 hours min
Sat **\$70** per hour, 5 hours min
Sun **\$80** per hour, 5 hours min

EXTERNAL CATERING/BYO

\$400 buyout fee
Terms and conditions apply
Preferred caterers always
strongly recommended

Add-ons

TEA AND COFFEE STATION

T2 Teas & Freshly brewed coffee
from \$200

AV ADVANCED PACKAGE

Video Conferencing
OR
Live Streaming/Recording
\$380

AV ALL-INCLUSIVE PACKAGE

Video Conferencing
+ Live Streaming/Recording
\$770

All pricing excluding GST

AUDIO VISUAL SYSTEM

STANDARD AUDIO & VIDEO SYSTEM

98 inch 4K presentation screen
via HDMI
or wireless connection via AirServer (PC/Android/Apple)
or Apple AirPlay (Apple)
2 handheld wireless microphones
2 headset wireless microphones
DJ (XLR) input
RCA audio input
iPad with Spotify for background music with surround
sound speakers

VIDEO CONFERENCING

Sign into any video conference software (Zoom, Skype, Webex, Google Meet, etc).

The video conferencing system will use your software and connect it to the MicDrop camera, microphones and speakers.

The camera is positioned to face the front of the room and is remotely controlled by our control panel.

LIVE VIDEO STREAMING & RECORDING

The camera and microphones are connected to a streaming platform and available via a private link. The event is streamed to an audience by sharing your private link.

The online audience cannot communicate with the event. Live streaming needs to be booked and set up in advance.

FURNITURE

14 Trestle Tables (1600mmW x 700mmD x 720mmH)
13 Round Banquet Tables (1680mmD, 760mmH)
4 Catering Stations on castors (1800mmL x 700mmD, 1100mmH)
5 Hightop Cocktail Tables (760mmD, 1100mmH)
6 High Bar Stools
170 Wooden Back Leather Chairs
1 Lectern

NEED MORE FURNITURE?



Harry the Hirer is our recommended supplier. Please inform your MicDrop Manager before proceeding, conditions apply.

PREFERRED CATERERS

From morning tea, lunch and afternoon tea to canapés, grazing boards, formal sit-down dinners and beverage packages, we work with only the best.

Our preferred caterers deliver top quality food and staff with great planning and communication.

Ask the MicDrop Sales Team for a Catering Menu!

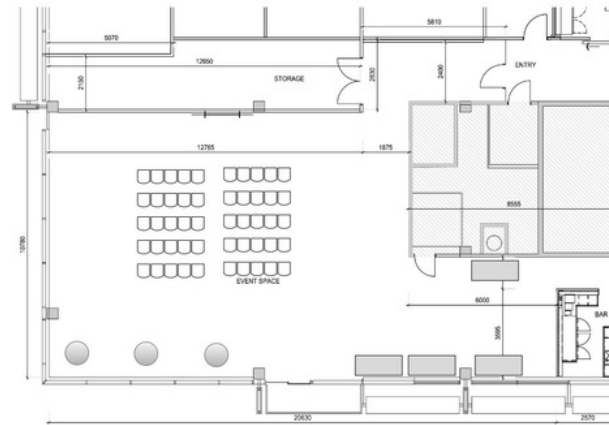


SETUPS

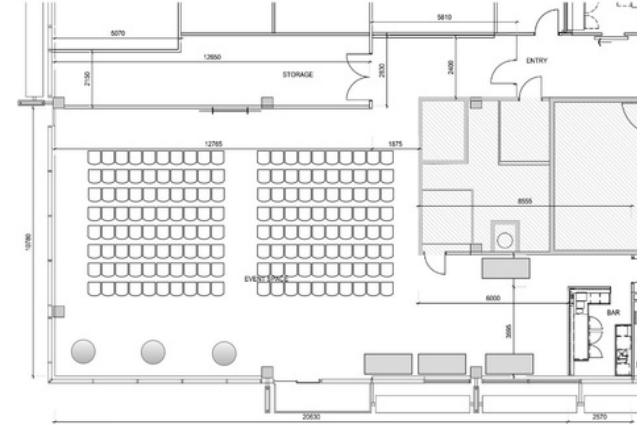
MAXIMUM CAPACITIES

Cocktail	200
Theatre	160
Banquet Rounds	88
Cabaret Rounds	66
Classroom	28
U-Shape	24

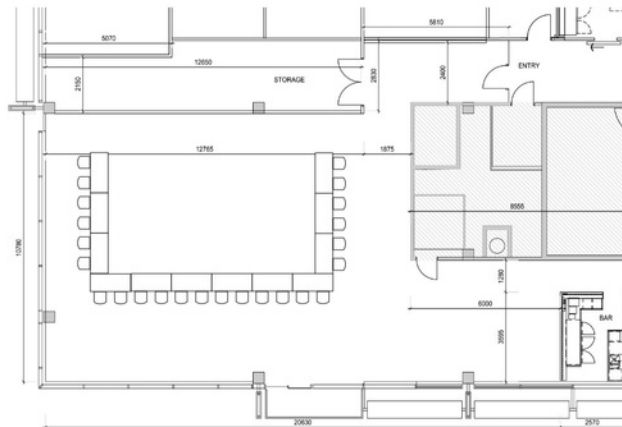
THEATRE 50PAX



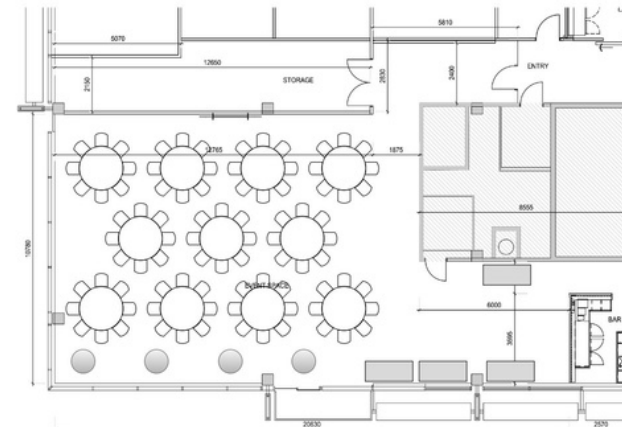
THEATRE 160PAX



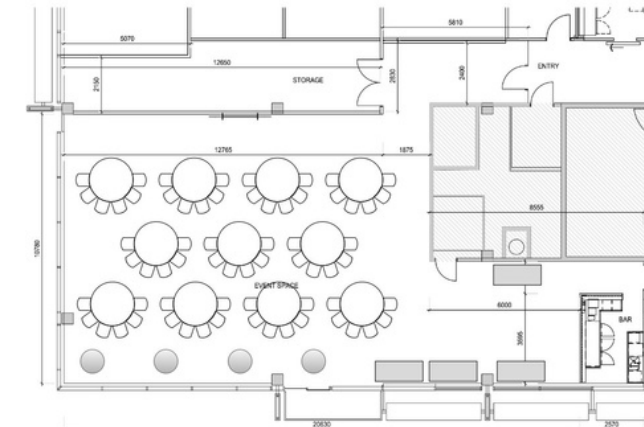
U-SHAPE 24PAX



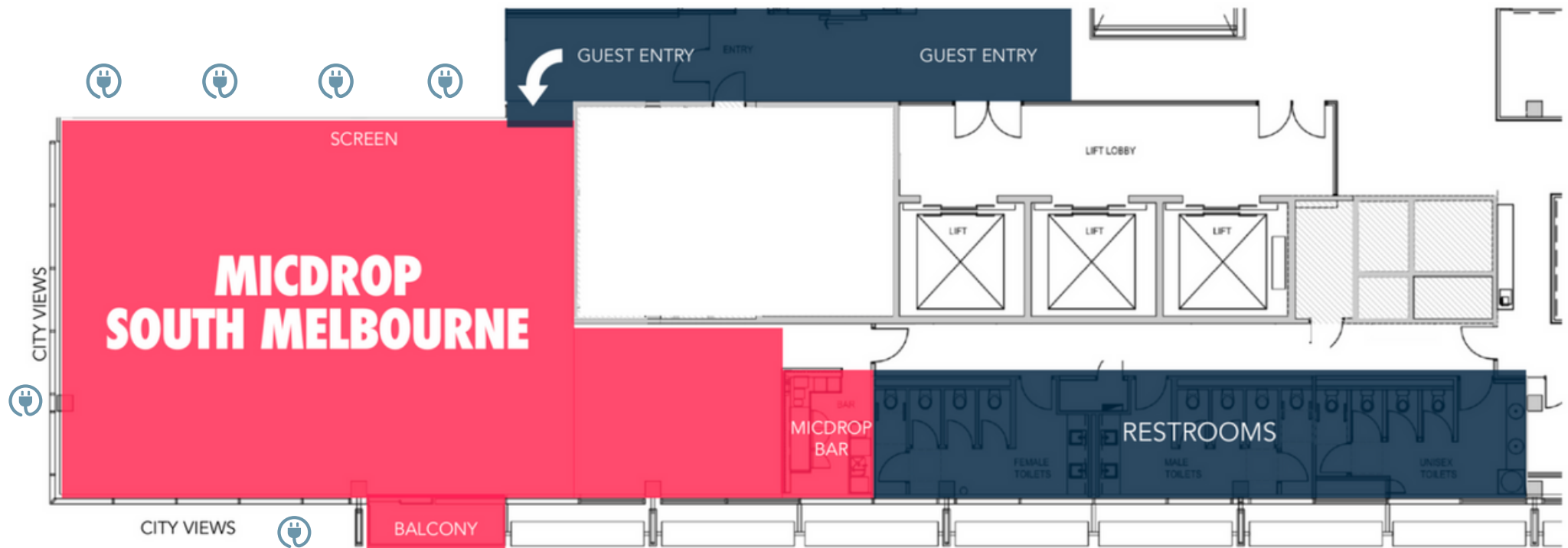
BANQUET 88PAX



CABARET 66PAX



FLOORPLAN



NEED A SPACE FOR YOUR GUESTS TO BREAKOUT?

**BROWSE OUR ON-SITE
MEETING ROOMS HERE**

If you are interested in hiring any meeting rooms, let the MicDrop Team know! We can add meeting rooms to your contract and apply a discounted rate in support.



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