

# **MILTON GREEN**

## **DEPOT USER GUIDE**

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Welcome to Milton Green's Depot Space.

Our versatile and dynamic spaces offer more than just a traditional office environment, ideal for meetings, seminars, and events.

The Depot Space is available for booking exclusively by Milton Green tenants. Please review this document thoroughly before proceeding with your booking.

# House Rules

Before utilising the Tenant-Only amenities, it is mandatory to complete a full orientation on their usage, as well as the fire alarm and evacuation procedures. If you have any uncertainties, please consult the on-site Assistant Property Manager, who will be happy to assist you [Xiang.Li2@jll.com](mailto:Xiang.Li2@jll.com)

At all times, you must adhere to all directional and warning signage, along with any instructions provided.

Please exercise caution when entering and exiting the Facility.

By using the Facility, you acknowledge and agree to the following conditions:

- You use the facilities and engage in activities within the building at your own risk and responsibility.
- You are solely responsible for your own physical health, safety, and well-being.

## The Depot Map

**The Depot**  
Ground Floor  
135 Coronation Drive

- Access Point
- Restrooms





# Spaces Available



**The Depot**  
Main conference  
and event space  
complete with  
kitchen

## Indoor Meeting and Event Spaces



**The Terminals**  
Two private meeting  
rooms fully equipped  
with AV



# Spaces Available



## The Yard

Two outdoor settings and an undercover event space



Outdoor Meeting and Event Space

# Alcohol Service and Consumption

Please refer to **Clause 12. LIQUOR LICENCE** of the Standard Terms - The Depot Licence.



# Event Logistics, Catering and Advice

For exceptional corporate catering consider **Wandering Bean Catering at Milton Green or Marco Polo Kitchen**. Whether you're hosting a business lunch or a corporate event, both offer expertly crafted menus using premium ingredients. Wandering Bean delivers vibrant, locally inspired fare with warm service, while Marco Polo Kitchen brings a refined touch with fully customisable menus tailored to your needs. To explore their offerings, visit **[beanwandering.com.au](http://beanwandering.com.au) or [marcopolo.kitchen/catering/](http://marcopolo.kitchen/catering/)**, or reach out via email at **[info@beanwandering.com.au](mailto:info@beanwandering.com.au) or [hello@marcopolo.kitchen](mailto:hello@marcopolo.kitchen)**.

For additional catering options, please refer to the Milton Green Community App, where you can find other retailers who may meet your specific needs. Scan the QR code to download



## Event Management Recommendation | Suite Events

Suite Events is a premier full-service event management company specialising in the creation and execution of flawless corporate and social events. With a deep understanding of your brand, they craft innovative and seamless event concepts tailored to meet your objectives, ensuring every detail is thoughtfully executed. Suite Events is dedicated to delivering exceptional experiences that leave a lasting impression.

visit **<https://suiteevents.com.au/> | e. [hello@suiteevents.com.au](mailto:hello@suiteevents.com.au)**

## Included Kitchen Facilities

- The following items are included for your convenience:
- Water glasses, wine glasses, and champagne flutes
- Tea and coffee cups and saucers
- Basic cutlery and servingware (tongs, spoons, cake server, knives)
- Small and large plates and bowls
- Sugar packets
- Zip tap for cold and boiling water
- Fridge space and storage space

For any enquiries regarding facilities or inclusions, please contact **[Xiang.Li2@jll.com](mailto:Xiang.Li2@jll.com)**

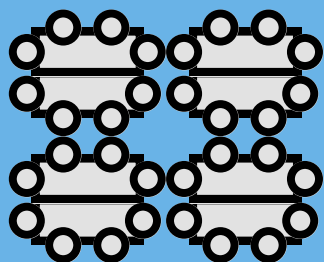
# Rates and Charges

The Depot Pricing Schedule	Room 1	Room2	Combined
Capacity	20 PAX BOARDROOM 30 PAX THEATRE 16 PAX U-SHAPE 20 PAX CLASSROOM 20 PAX WORKSHOP	22 PAX BOARDROOM 32 PAX THEATRE 18 PAX U-SHAPE 24 PAX CLASSROOM 28 PAX WORKSHOP	95 THEATRE
Hourly	\$100	\$120	\$220
Half Day	\$350	\$420	\$770
Full Day	\$600	\$700	\$1300
After Hours <small>After hours rates are calculated per hour</small>	\$120	\$140	\$240

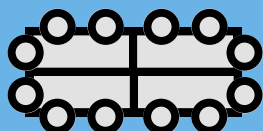
Terminal Rooms Pricing Schedule	Room 1	Room2
Capacity	8 PAX PROJECT OFFICE 10 PAX BOARDROOM	6 PAX PROJECT OFFICE 10 PAX BOARDROOM
Hourly	PLEASE ENQUIRE	PLEASE ENQUIRE
Half Day	PLEASE ENQUIRE	PLEASE ENQUIRE
Full Day	\$500	\$400
Monthly	\$8400	\$6000

The Yard Pricing Schedule	The Yard 1	The Yard 2	The Yard <small>(Exclusive Use of Outdoor Space)</small>
Capacity	10 PAX	10 PAX	150 PAX <small>(STANDING/SEATING)</small>
Hourly	NO CHARGE	NO CHARGE	\$200
Half Day	PLEASE ENQUIRE	PLEASE ENQUIRE	\$700
Full Day	PLEASE ENQUIRE	PLEASE ENQUIRE	\$1200
After Hours	N/A	N/A	\$240

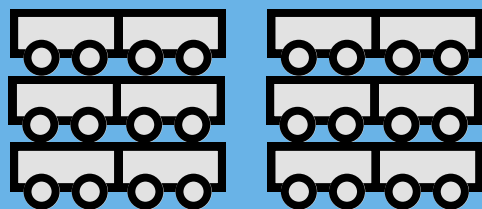
## Depot Configuration



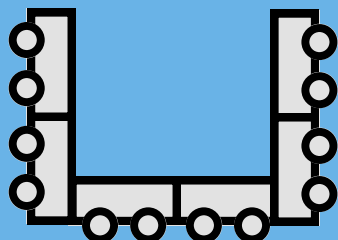
Workshop



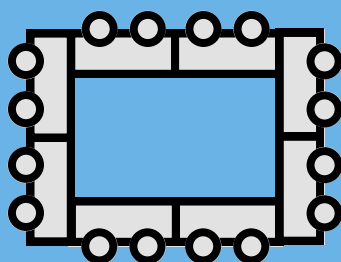
Boardroom



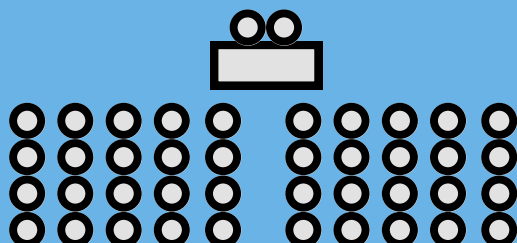
Classroom



U - Shape



Hollow Square



Theatre

### Extras

Large Whiteboard  
(2 available)

Small Whiteboard  
(2 available)

Flip Chart  
(2 available)

Lectern  
(1 available)

Handheld Microphone

Desk Microphone

Please confirm room  
configuration during  
the booking process