



# THE DUKE OF MARLBOROUGH HOTEL

## CONFERENCE PACK

**FOR GROUPS UP TO 30 DELEGATES**

*For more information please contact our Function Team*

35 The Strand, Russell, Bay of Islands

Phone: 09 4037829 Mobile: 021 198 5340 Email: [functions@theduke.co.nz](mailto:functions@theduke.co.nz)

[www.theduke.co.nz](http://www.theduke.co.nz)



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# CONFERENCES AT THE DUKE OF MARLBOROUGH HOTEL

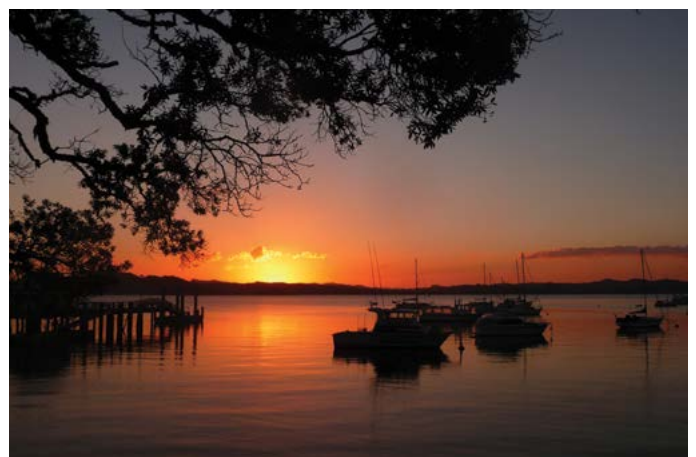
**Create a memorable experience** for your team and hold your conference at a New Zealand Icon in the stunning Bay of Islands. The Duke of Marlborough Hotel (*affectionally known as "The Duke"*) is a 4.5 star Hotel offering a unique conference venue where you can embrace the history and charm of New Zealand's first licensed Hotel, which has been operating since 1827. Located on the waterfront in the heart of historic Russell, The Duke is a truly majestic setting with excellent conference facilities, an exceptional food and beverage offering and an abundance of activities on it's doorstep for your conference to enjoy while in the Bay of Islands.

With an award winning restaurant (featuring in Cuisine Magazines NZ top 100 restaurants) The Duke offers exquisite cuisine and exceptional service with a menu that show cases locally sourced seasonal produce.

Being New Zealand's first licensed Hotel the bar has an extensive wine list offering over 100 different wines and has a wide section of craft beer.

The Duke of Marlborough is a newly renovated 4.5 star hotel with 38 rooms offering several different types of accommodation, including spectacular waterfront rooms with their own balcony and views across the water to Waitangi treaty grounds and Paihia. On site facilities include a gymnasium, tennis courts and the ocean on its doorstep.

The Duke has an on-site conference manager to help plan the details of your conference to ensure it is tailored to meet your needs and the planning of your conference runs smoothly.



# CONFERENCE ROOMS

## FRONT HALF OF

### THE FUNCTION ROOM

**The front half of the Function room** can be closed off from the rest of the ballroom providing the perfect space for a smaller group with plenty of natural daylight opening up onto the deck overlooking the sea.

This room can be set up in all formats including; Theatre, Classroom, U Shape, Boardroom, Workshop, Banquet or Cocktail style.

**Size:** 73.5 m2



### THE DUCHESS ROOM

**The Duchess room** is an elegant room with a large oval boardroom table which overlooks the Duke deck to the sea. It also has large French doors which can be opened up onto a lovely garden area. This room is ideal for small group meetings and more intimate dinners, seating 18 or less people.

**Size:** 39.5 m2



### THE VILLA ROOM

( OFFSITE )

**The Villa** is located 50 metres directly behind The Duke of Marlborough Hotel.

There is a main presentation room with two small spaces which are perfect for break out areas.

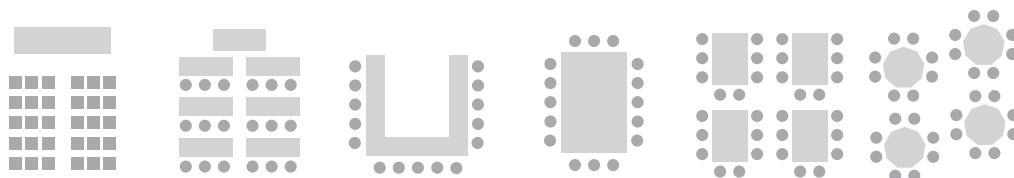
**Size:** 48 m2 with two additional break out areas which are both 15 m2



# CONFERENCE FACILITIES

The Duke offers a variety of different sized function spaces catering for both large and small groups which can be set up to meet your requirements. Theatre, Classroom, U-Shape, Boardroom, Workshop, Banquet and standing arrangements may be set up. Our onsite conference manager can assist in setting up, organising the appropriate equipment and tailoring the conference to ensure it meets your needs.

## FUNCTION ROOM SET UP



	THEATRE	CLASSROOM	U SHAPE	BOARDROOM	WORKSHOP	BANQUET
Front Half of Function Room	30	30	20	25	30	40
The Duchess Room				16		
The Villa Room ( <i>offsite</i> )	25	15	15	15		

## Offsite Breakout areas

The Duke can also provide offsite rooms for break out working groups if required.

## Equipment

The Duke can provide the following equipment:

- Data Projector
- Large Screen
- Standard White Board
- Flipchart
- Lectern
- Stage ( \$100 hire per module, 4 available measuring 2mtr x1mtr )
- Handheld Microphone
- 40 inch LCD Television
- Wireless Internet Connection
- Surround sound system (*not available in the Villa Room*)
- All guests will be provided with a notepad, pen and the essential endless supply of mints.

If you require any additional equipment or special adaptors for personal computers we can source these for you.





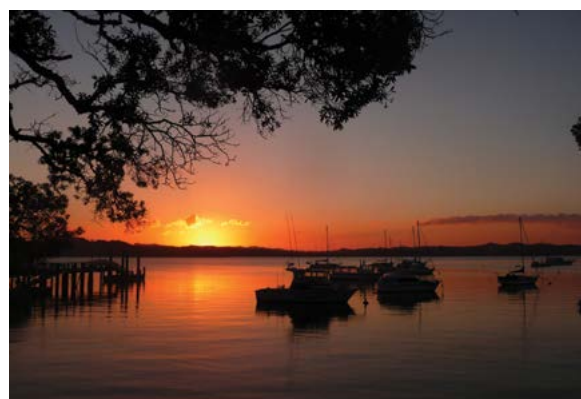
## CONFERENCE ROOM HIRE RATES

<b>Winter</b>	Duchess Room .....	\$300
	Villa Room .....	\$450
	Front Half of The Function Room .....	\$500
	<i>( 1st May – 31st August )</i>	
<b>Shoulder</b>	Duchess Room .....	\$350
	Villa Room .....	\$500
	Front Half of The Function Room .....	\$600
	<i>( Months of April &amp; 1st September – 19th December )</i>	
<b>Summer</b>	Villa Room .....	\$500
	<i>( 20th December – 31st March )</i>	

*Please Note all prices are GST inclusive*

### Rate Includes:

- Room Hire from 9am – 5pm
- Conference Equipment
- Delegate pads, pens and mints
- Free Wi-Fi access for all delegates during conference
- Free Car parking



# ACCOMMODATION

**The Duke of Marlborough Hotel** is a 4.5 star hotel with 38 rooms. There are several different types of accommodation, including spectacular waterfront rooms with their own balcony and views across the sea to Waitangi Treaty grounds and Paihia. The Duke also offers Waterview Rooms, Superior Rooms, Classic Rooms and Small Rooms.

All rooms have their own en-suites, tea and coffee making facilities, Sky TV, free Wifi and air conditioning. Hotel guests also have access to a range of amenities including a Gym, tennis courts and the ocean on your front doorstep. The Hotel can accommodate a total of 64 guests. The Duke's Buffet Breakfast is \$27.50 per person. We also offer a daily a la carte breakfast. Ask our function team for current menu and options.



ROOM TYPE	SUMMER Dec 20 <sup>th</sup> to Mar 31 <sup>st</sup>	SHOULDER SEASON April & Sept 1 <sup>st</sup> to Dec 19 <sup>th</sup>	WINTER May 1 <sup>st</sup> to Aug 31 <sup>st</sup>
Waterfront Apartment	415	310	245
Waterfront Room	465	370	310
Waterview Room	415	370	310
Superior Room	305	255	215
Superior Queen Room (Internal Balcony)	295	245	205
Classic Room (Internal Balcony)	255	215	195
Classic Room	245	205	185
Small Room	185	170	155



# ADDITIONAL SPACES FOR YOUR GROUP TO ENJOY IN THE HOTEL

## The Duke deck overlooking the sea

With sweeping views overlooking the sea the Duke deck provides a stunning all weather venue. With a Louvretech roof, heating and clear blinds you can enjoy this space in summer and winter. The deck can accommodate up to **50** guests seated and **100** guests standing.



## The Garden Area

The Garden Area is a stunning setting with views out to sea providing a more relaxed atmosphere with original tables from the Munich beer halls, bean bags and large sun umbrellas where your guests can enjoy a BBQ or order from the restaurant menu. The garden area can accommodate **100** to **150** people



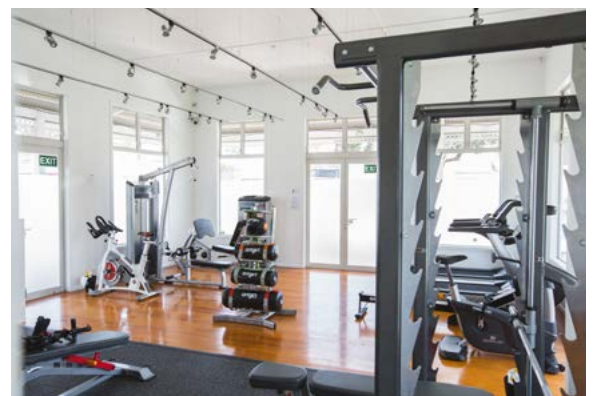
## The Duke Restaurant

The Duke Restaurant offers a more casual style of dining than The Grand Ballroom with leather couches around the fireplace and bar areas for your conference guests to relax and unwind at the end of the day.



## The Duke Gymnasium

Your conference group can enjoy our newly opened gymnasium with all of the essential equipment to help you remain refreshed during your stay.





# MENUS

## THE DUKE'S BREAKFAST BUFFET

We offer daily a la carte breakfast. Ask our function team for current menu and options.

## MORNING & AFTERNOON TEA OPTIONS

Full menu available for conferences over 15 delegates. For smaller groups please ask our Function team for options.

\$15 for 2 options

*\*Please Note: All dietary requirements need to be given to us prior to the start of the function*

**Mahoe Very Old Gouda & Chive Scones** (v)  
served w New Zealand Butter

**Classic Scones** (v)  
strawberry jam / chantilly cream

**Gluten Free Chocolate Brownie** (v, gf)  
served w dulce de leche

**Kumara & Fresh Herb Rosti** (v)  
whipped goats cheese / house dried tomato

**Cream Filled Profiteroles** (v) dark chocolate / hazelnuts

**Individual Lemon Curd Tartlets** (v)

**Smoked Fish Pate on Cos Leaves** (gf)

**Small Club Sandwiches** (v opt, gf opt)

**Sausage Rolls** w tomato ketchup

**Vegetarian Quiches** (v) w tomato ketchup

**Fresh Fruit platter** (gf, v) - for additional \$5 Per person

**ALL DAY NESPRESSO & TEA STATION** - \$8 per person

## LUNCH OPTIONS

### \$50 Set Lunch Menu

#### Mains

**Crispy Calamari Salad** (df)  
Pineapple/ Star Anise/ Chilli/ Pomegranate/ Mint

**Grilled Eggplant & Tofu** (gf, vgn)  
Chilli / Coriander / Garlic / Ginger / Tomato / Capsicum /  
Butter Squash / Sesame

**The Duke's Seafood Stew** (df, gf opt)  
Local Fresh Fish / Shellfish / Prawns / Home-Style Bread

**The Governors Burger**  
Angus Chuck & Brisket Patty / Bacon / Cheese /  
Caramelised Onion Jam / Tomato / Pickle / Cos Lettuce  
served w Handcut Chips

#### Dessert

**Pavlova** (gf)  
Kiwi Fruit Curd Mousse / Fejioa / Passion Fruit Coulis

**Textures of Chocolate** (v)  
Chocolate Mousse, Tuile & Crumb / Nuts /  
Compressed Pear / Salted Caramel

### \$60 Set Lunch Menus

#### To Start

**House Made Focaccia**  
Truffle Mascarpone / Manganui EVOO/  
Pukara Caramelised Balsamic

**Waikare Inlet Oysters**  
natural w "Prelibato" white balsamic

#### Mains

**White Fish Ceviche** (gf, df)  
Fresh Local Fish / Kiwifruit / Jalapeno / Grapefruit /  
Orange / Coriander

**Grilled Eggplant & Tofu** (gf, vgn)  
Chilli / Coriander / Garlic / Ginger / Tomato / Capsicum /  
Butter Squash / Sesame

**The Duke's Seafood Stew** (df, gf opt)  
Local Fresh Fish / Shellfish / Prawns / Home-Style Bread

**The Governors Burger**  
Angus Chuck & Brisket Patty / Bacon / Cheese /  
Caramelised Onion Jam / Tomato / Pickle / Cos Lettuce  
served w Handcut Chips  
Unofficially the best burger in the bay

#### Dessert

**Pavlova** (gf)  
Kiwi Fruit Curd Mousse / Fejioa / Passion Fruit Coulis

**Textures of Chocolate** (v)  
Chocolate Mousse, Tuile & Crumb / Nuts /  
Compressed Pear / Salted Caramel

*\*Please Note: All dietary requirements need to be given to us prior to the start of the function*  
*Please note these menus are samples, please contact our team for the current options.*  
*Please Note all prices are GST inclusive*



## SET MENUS

**\$65 option**

### To Start

**House made Focaccia** (gf opt, vgn opt)  
Truffle Mascarpone / Manganui  
EVOO / Pukara Caramelised  
Balsamic

### Main

**Pan-fried Market Fish** (gf)  
Feijoa Spicy Salsa / Black Kale /  
Avocado / Carrot / Chilli

**Vegan Pappardelle** (gf)  
Lentil Bolognaise / Smoked  
Eggplant Béchamel /  
Hemp Parmesan / Nuts

**Grilled Gamefish** (gf, df)  
Corn / Tomato / Quinoa /  
Lemon Mayo

**Taste of Beef – Grass Fed  
Scotch - or Eye Fillet** (gf, df opt)  
Potatoes / Caramelised Baby Onions  
/ Mushrooms / Béarnaise

### Dessert

**Textures of Chocolate** (v)  
Chocolate Mousse, Tuile & Crumb  
/ Nuts / Compressed Pear / Salted  
Caramel

**Pavlova** (gf)  
Kiwi Fruit Curd Mousse / Feijoa /  
Passion Fruit Coulis

Please note the set menus are subject  
to change on a seasonal basis along  
with the full restaurant menus.  
Please contact our team for the  
current options.

**\$80 option**

### Entrees

**White Fish Ceviche** (gf, df)  
Fresh Local Fish / Kiwifruit / Jalape-  
no / Grapefruit / Orange / Coriander

**Grilled Eggplant & Tofu** (gf, vgn)  
Chilli / Coriander / Garlic / Ginger /  
Tomato / Capsicum / Butter Squash  
/ Sesame

**Te Mana Lamb Cutlet** (gf, df)  
Mustard Mint / Butternut /  
Pink Onion Jam / Beetroot

### Main

**Pan-fried Market Fish** (gf)  
Spicy Feijoa Salsa / Black Kale /  
Avocado / Carrot / Chilli

**Vegan Pappardelle** (gf)  
Lentil Bolognaise /  
Smoked Eggplant Béchamel /  
Hemp Parmesan / Nuts

**Grilled Gamefish** (gf, df)  
Corn / Tomato / Quinoa / Lemon  
Mayo

**Taste of Beef – Grass Fed Scotch  
or Eye Fillet** (gf, df opt)  
Potatoes / Caramelized Baby Onions  
/ Mushrooms / Bearnaise

### Dessert

**Textures of Chocolate** (v)  
Chocolate Mousse, Tuile & Crumb /  
Nuts / Compressed Pear /  
Salted Caramel

**Pavlova** (gf)  
Kiwi Fruit Curd Mousse / Feijoa /  
Passion Fruit Coulis

**\$95 option**

### To Start

**House Made Focaccia**  
Truffle Mascarpone / Manganui EVOO/  
Pukara Caramelised Balsamic

**Waikare Inlet Oysters**  
natural w "Prelibato" white balsamic

### Entrée

**White Fish Ceviche** (gf, df)  
Fresh Local Fish / Kiwifruit / Jalapeno /  
Grapefruit / Orange / Coriander

**Grilled Eggplant & Tofu** (gf, vgn)  
Chilli / Coriander / Garlic / Ginger /  
Tomato / Capsicum / Butter Squash /  
Sesame

**Te Mana Lamb Cutlet** (gf, df)  
Mustard Mint / Butternut / Pink Onion  
Jam / Beetroot

**Poached salmon** (gf, df)  
Miso Mayo / Pickled Fennel / Beetroot /  
Green Oil

### Mains

**Grilled Gamefish** (gf, df)  
Corn / Tomato / Quinoa / Lemon Mayo

**Home Made Fettuccine** (vgn opt, gf opt)  
Lentil Bolognaise / Smoked Eggplant  
Béchamel / Hemp Parmesan / Nuts

**Pan-fried Market Fish** (gf)  
Spicy Feijoa Salsa / Black Kale / Avocado  
/ Carrot / Chilli

**Taste of Beef – Grass Fed Scotch or  
Eye Fillet** (gf, df opt)  
Potatoes / Caramelized Baby Onions /  
Mushrooms / Bearnaise

**Half Roasted Duck** (df) – To Share for 2  
Pickled Cucumber / Paprika Caramelized  
Onion / Potatoes / Black olive dressing

### Dessert

**Coconut Panacotta** (gf, vgn)  
Candied Pumpkin / Rhubarb / Lime Gel /  
Spiced Puffed Rice

**Textures of Chocolate** (v)  
Chocolate Mousse, Tuile & Crumb / Nuts  
/ Compressed Pear / Salted Caramel

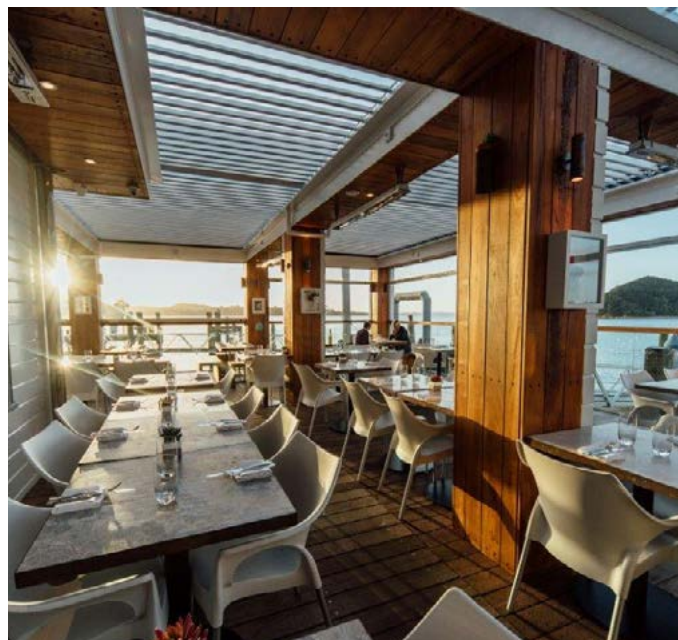


# Charlotte's KITCHEN

The Duke also owns a sister restaurant in Paihia called **Charlotte's Kitchen** which is a 10 minute passenger ferry across the harbour from Russell providing the perfect offsite dinner location if your conference is for more than one night.

**Charlotte's Kitchen** is a fresh, contemporary restaurant located at the end of the Paihia wharf directly over the sea providing stunning uninterrupted sea views. Charlotte's can provide a unique offering of it's specialty sharing dishes or set menus which are included below.

[www.charlotteskitchen.co.nz](http://www.charlotteskitchen.co.nz)





# Charlotte's KITCHEN

## SET MENUS

### \$75 Set Menu

#### ENTRÉE

(to share)

**Aglio Pizza Bread** (df v vgn)  
confit garlic / rosemary salt

#### MAIN

**Pan Seared Northland Market Fish 200g** (gf df opt)  
white bean purée / warm mediterranean salad  
caper berries / anchovies / lemon

**Eye fillet 200g** (gf)  
celeriac puree / broccolini / duck liver parfait  
cranberry gel / foyot sauce

**Spinach Malfatti** (gf opt)  
butternut squash purée /  
parmesan reggiano crostini / crispy sage

#### DESSERT

**Chocolate Slice**  
berry praline / black berry sorbet

**Duo Cheese Plate 50g** (gf opt)  
truffle brie / cumin gouda / mixed nuts / fresh fruit  
relish / crackers

**Sorbet Selection** (df vgn gf opt)  
biscotti

### \$85 Set Menu

#### ENTRÉE

(to share)

**Aglio Pizza Bread** (df v vgn)  
confit garlic / rosemary salt

**Waikare Inlet Oysters**  
prelibato balsamic / tabasco / lemon

#### MAIN

**Pan Seared Northland Market Fish 200g** (gf df opt)  
white bean purée / warm mediterranean salad  
caper berries / anchovies / lemon

**Eye fillet 200g** (gf)  
celeriac puree / broccolini / duck liver parfait  
cranberry gel / foyot sauce

**Spinach Malfatti** (gf opt)  
butternut squash purée / parmesan reggiano  
crostini / crispy sage

#### DESSERT

**Chocolate Slice**  
berry praline / black berry sorbet

**Duo Cheese Plate 50g** (gf opt)  
truffle brie / cumin gouda / mixed nuts / fresh fruit  
relish / crackers

**Sorbet Selection** (df vgn gf opt)  
biscotti

The above menus are an example of what we offer, however we continuously update to incorporate seasonal changes in produce.  
Contact our team for the current options.





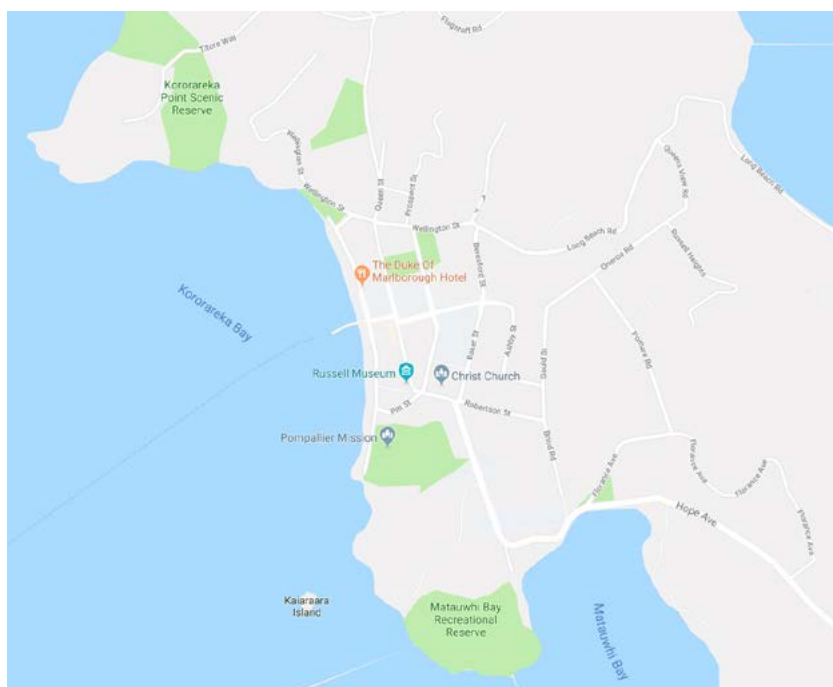
## LOCATION

### ADDRESS:

35 The Strand, Russell,  
Bay of Islands, NZ  
[www.theduke.co.nz](http://www.theduke.co.nz)

### BY CAR

Approx 3.5 hours north of Auckland **The Duke of Marlborough Hotel** is a lovely drive through some of the most scenic parts of New Zealand. We recommend travelling via the Opuia car ferry as it is substantially quicker. If following a GPS you may be directed via the scenic coastal road which adds a further 60 minutes to the journey.



### BY AIR

There are two airports in Northland with connecting services from Auckland, New Zealand's main international & domestic airport. The closest airport to Russell is Kerikeri Bay of Islands, approximately 45 minutes by road and 10 minute ferry. The airport at Whangarei is approximately 75 minutes by road.

There are a number of taxi shuttle operators who will be available to transport you from the Kerikeri airport to Russell and a local taxi company meets all scheduled flights. Rental cars are also available

The Bay of Islands airport website has a list of shuttle and taxi companies otherwise please call our reception team on **+64 9 403 7829** and they would be happy to help.





## ACTIVITIES TO ENJOY IN RUSSELL

**The Bay of Islands** has an abundance of activities on it's door step for your group to enjoy during their stay. The team at The Duke can help organise any of the following activities to ensure you get to see the best the Bay of Islands has to offer:

- Boat trips from a small charter to large groups to explore some of the 144 islands in the Bay of Islands
- Dolphin watching & hole in the rock cruise
- Day sail on a selection of Yacht charters or the infamous R Tucker Thomson tall ship
- Fishing Charters - there are a number of different fishing charters to choose from – all with local knowledge and expertise
- Historical tour of Russell - visiting New Zealand's oldest church - Christ Church, Pompellier House and Russell Museum.
- Parasailing for the more adventurous or Diving Charters
- Kayak & paddle board hire
- Vineyard Tours
- Scenic walks
- Explore Waitangi – a short boat trip from Russell wharf
- Golf – spoilt for choice with some of New Zealand's top golf courses driving distance from Russell including Kauri Cliffs, Carrington & Waitangi
- Simply enjoy stunning beaches walking distance from the Hotel

