



FLEXIBLE WORKSPACES

SPACE TO UNLOCK YOUR PROFESSIONAL BEST

Annexe offers highly tailored spaces that flex to your business needs.

Our seamlessly integrated spaces support organisations to drive productivity, innovation and growth.

AVAILABILITY

Located on Levels 1 and 2, catering to a wide range of activities, Annexe intuitively serves the business success of Collins Place professionals.

Annexe includes bookable meeting zones in various configurations, solo worker zones, as well as informal meeting rooms and workspaces.

Supported by a hospitality focused Concierge service, every detail of Annexe has been considered, including a variety of adaptable and elegant furniture types to customise spaces and unlock your professional best.

All rooms include:



Presentation Screens



Video Conferencing



WiFi Connection



Click Share AV



Whiteboards

Level 2 Meeting Rooms

Room	1	2	3	4	3 & 4
	Collaborative space ideal for small meetings or project work	Fixed space ideal for boardroom meetings	Flexible space ideal for meetings, small workshops or theatre style presentations	Large flexible space which can be set up in many configurations	Combining 2 spaces to accommodate larger scale meetings, workshops and presentations
	Hourly Rate: \$100 Half daily rate: \$300 Daily rate: \$500 (After hours rate: \$150/hr)	Hourly Rate: \$120 Half daily rate: \$400 Daily rate: \$600 (After hours rate: \$180/hr)	Hourly Rate: \$120 Half daily rate: \$400 Daily rate: \$600 (After hours rate: \$180/hr)	Hourly Rate: \$200 Half daily rate: \$650 Daily rate: \$1,000 (After hours rate: \$250/hr)	Hourly Rate: \$300 Half daily rate: \$1,000 Daily rate: \$1,500 (After hours rate: \$350/hr)

Configuration

	1	2	3	4	3 & 4
Boardroom	4 – 6 Pax	12 Pax	12 Pax	16 or 2 x tables of 12	24 Pax
U-Shape	N/A	N/A	N/A	16 Pax	24 Pax
Workshop	6 Pax	12 Pax	12 Pax	24 Pax	40 Pax
Theatre	N/A	N/A	28 Pax	86 Pax	110 Pax
Cocktail	N/A	N/A	30 Pax	78 Pax	120 Pax

Room capacity subject to Government restrictions | Room bookings subject to availability

FAQS

How far ahead can rooms be booked?

6 months

What is the minimum meeting time per booking?

1 hour

What is the maximum meeting time per booking?

A full day (8am - 9pm). Please speak with our Customer Services Manager to find out more.

How much additional time will be blocked before and after my meeting booking for Concierge to refresh the room?

15 Minutes

Which days of the week are the rooms available?

Monday - Friday (excluding public holidays)

What is the earliest time a booking can be made?

8:00 am

When do after-hours rates kick in?

5:01 pm

What is the latest a booking can go for?

9:00 pm

Are recurring bookings allowed?

Yes, please speak with our Customer Services Manager to find out more

What is the cancellation policy?

You can cancel 48 hours prior to your meeting commencing, otherwise full payment is required

Are catering facilities available at Annexe?

Yes, there will be a variety of food and beverage options available to order, catered to each space/room

Will the room/s be cleaned prior to meetings and in-between bookings?

Yes, as part of managing Annexe at Collins Place, the team at AMP Capital will ensure each room is thoroughly cleaned, in-line with Government health advice



**TO FIND OUT MORE OR HAVE
A TOUR PLEASE CONTACT**

Tu Anh Tran

Customer Services Manager

Tu.Anh.Tran@ampcapital.com

0431 913 942

ANNEXE

BY
AMPCAPITAL 