



COVID SAFE INFORMATION

Novotel Sydney Manly Pacific is renowned for its world-class meetings facilities in a picturesque setting.

With function spaces bathed in natural light and floor to ceiling windows allowing for fresh air, coupled with outdoor weather proof terraces perfect for breaks.

Novotel Sydney Manly Pacific will provide not only the ideal setting for your next event but confidence through our new approach to meetings and events.

1. CURRENT NSW GOVERNMENT RESTRICTIONS

Currently weddings and corporate events are limited to 150 people subject to the 4 sqm rule. Please refer to the revised function space capacities chart for information on the maximum allowable delegates per conference room. Please note this capacity limit does not include employees and may be subject to change.

2. DELIVERY OF EVENTS:

Novotel Sydney Manly Pacific is now accredited under Accor's ALLSAFE label. Accor's ALLSAFE global cleanliness & prevention standards have been developed with and vetted by Bureau Veritas, a world leader in testing, inspections and certification, and covers:

- Enhanced cleaning protocols
- Enhanced team health and safety training
- New guest contact measures
- Enhanced food safety measures
- Global medical support for all guests in a partnership with AXA

Examples of ALLSafe standards in delivery of events will be seen with staff wearing PPE (gloves and facemasks), delegate contact tracing and individual water bottles.

More information on Accor's ALLSafe label can be found [here](#).



3. FOOD AND BEVERAGE

Novotel Sydney Manly Pacific will continue to have a tailored approach to food and beverage options. For smaller groups we recommend à la carte service in Bistro Manly. For larger groups our food service will remain on the level 1 conference floor. Examples of our revised food offering include individual plated options, Chef station's and gourmet take-away lunch packs.

A barista cart staffed by a Novotel Sydney Manly Pacific team member will be available for tea and coffee service, afternoon and morning tea will remain unchanged.



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4. HYBRID MEETINGS

Our on-site event services partner Encore Event Technologies offer a range of hybrid solutions to expand your event outside of our venue to a global audience. The solutions can turn events of all sizes and types into engaging virtual and hybrid experiences featuring live streaming, Q&A, polling, social media integration, event apps and more. From simple boardroom meetings to interactive educational seminars and AGMs, through to multi-speaker gala dinners and multi-day conferences; there is a service to suit.

For more information or a demo of the technologies, the Encore team at steve.peacock@encore-anzpac.com

5. FLEXIBLE TERMS AND CONDITIONS

We understand that making business decisions at this time is very challenging, particular with such uncertainty around border closures and gathering restrictions. Therefore at Novotel Sydney Manly Pacific we wish to provide you with confidence that should your event need to be postponed or cancelled due to COVID-19 we will work with you to find an agreeable solution.

For enquiries please contact a member of our sales team on 02 8966 7171 or email sheridan.o'sullivan@accor.com

Capacities in line with NSW government restrictions as per 24 July 2020								
Room Name	Metres	Area(m ²)	Capacity (4m ²)	U-Shape (3 per table)	Classroom (3 per table)	Cabaret (8 per table)	Theatre	Banquet (10 per table)
Clarendon	8 x 16 x 3.4	128	32	30	32	32	32	32
Norfolk	8 x 16 x 3.4	128	32	32	32	32	32	32
Cutler	8 x 16 x 3.4	128	32	32	32	32	32	32
Barton	8 x 16 x 3.4	128	32	32	32	32	32	32
Clarendon / Norfolk	16 x 16 x 3.4	256	64	48	64	64	64	64
Clarendon / Norfolk / Cutler	24 x 16 x 3.4	384	96	-	96	96	96	96
Grand Ballroom	32 x 16 x 3.4	512	128	-	128	128	128	128
Balgowlah	8 x 5 x 3	40	10	10	10	10	10	10
Seaforth	8 x 5 x 3	40	10	10	10	10	10	10
Clontarf	8 x 10 x 3	80	20	20	20	20	20	20
Balgowlah / Seaforth	8 x 10 x 3	80	20	20	20	20	20	20
The Meeting Rooms	16 x 10 x 3	160	40	40	40	40	40	40
Gilberts Room	8 x 20 x 3.4	160	40	40	40	40	40	40
The Pacific Room By Sally Fitzgibbons	9.5 x 5 x 2.4	44	11	11	11	-	11	-