



THE ULTIMATE CONFERENCE VENUE

For groups up to 30 delegates

For more information please contact our Function Team

35 The Strand, Russell, Bay of Islands

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www.theduke.co.nz



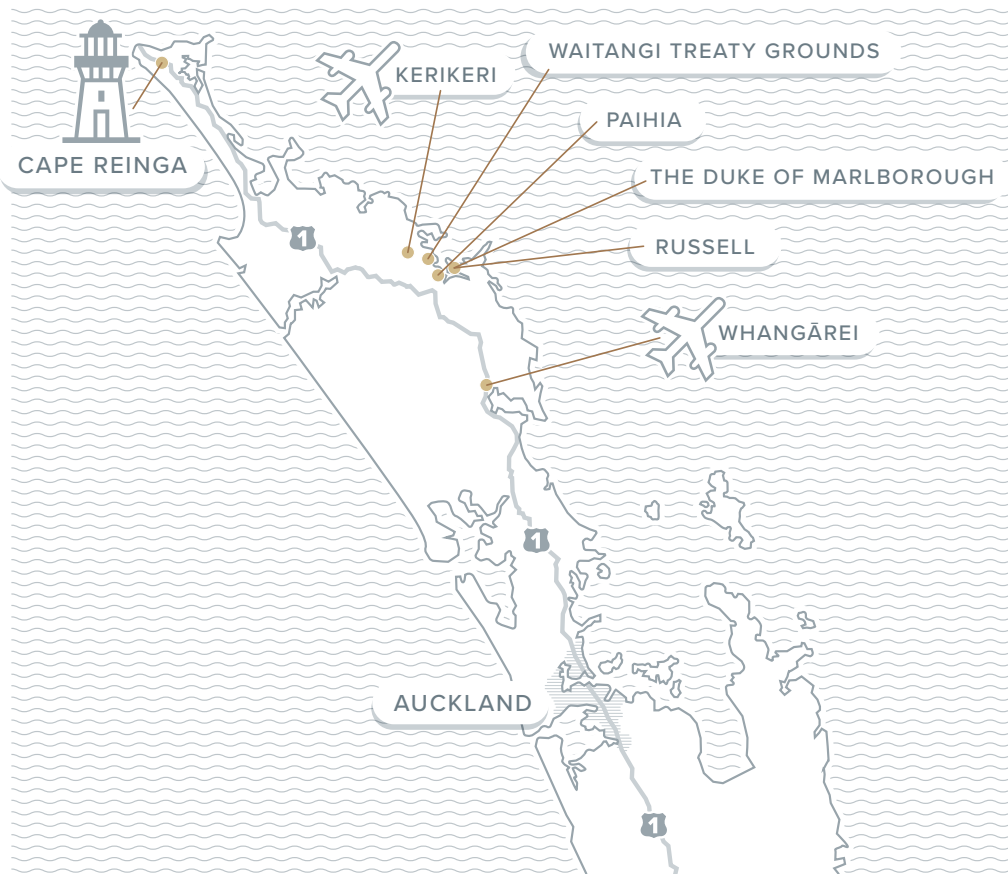
THE DUKE CAN PROVIDE THE TOTAL EXPERIENCE

Create a memorable experience for your team, and hold your conference at a New Zealand Icon in the stunning Bay of Islands. For your sub-tropical get away with the team, The Duke of Marlborough Hotel is the perfect spot. A unique conference venue where you can embrace the history and charm of New Zealand's first licensed Hotel, enjoy the Bay of Islands & surrounding activities; all while working on your business away from home. The Duke has dedicated on-site conference managers to help throughout the planning, and delivery of your conference with us. From Food & Drinks, to Accommodation & Planning our team will be on hand to help.

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 selection of craft beer.

The Duke can provide the total experience, with 38 rooms, we have space to host you, and your team. There are different levels of accommodation ranging from stunning Waterfront Rooms with balconies, and views across the picturesque harbour, to Superior Rooms with an internal sundeck, and our convenient Classic Rooms. On site facilities include a gymnasium, tennis courts and the ocean on our doorstep.

Located on the waterfront in the heart of historic Russell, The Duke is a truly majestic setting with excellent conference facilities, an exceptional food & beverage offering, and an abundance of activities on its doorstep for your conference to enjoy while in the Bay of Islands.



YOU CAN
STILL SEE
AND TOUCH
A LOT OF
HISTORY

The Bay of Islands is the perfect spot to gather your team! Also known as ‘The Winterless North’ we are a great escape year round. Thriving with history, excursions, beaches, and more we already know you will have a great time. Located just three and a half hours from Auckland, along the New Motorway - you will be here in no time. Catch the Car Ferry over to Russell, and head into town where you will find The Dukes free on-site parking. We are also located close to a couple of airports too - Kerikeri & Whangarei.

Russell is quite unique in New Zealand, in that you can still see and touch a lot of history. Christ Church is New Zealand’s first church. One of the first donations for its construction came from Charles Darwin, the father of the theory of evolution – who could not believe the “very refuse of society” that he saw in Russell.

Walking around the grounds you will find the headstones of Tamati Waka Nene, who was one of the first chiefs to sign the Treaty of Waitangi, Hannah King Letheridge, the first white women born in NZ, and also the graves of some of those who fell in the Battle of Kororareka.

The Church still shows the scars of the battle of Kororareka – with musket holes still clearly evident in its exterior walls.

Hone Heke’s famous stands against the British, with the felling of the British Flag at Flagstaff, is up the hill, just a brisk 15 minute walk up the road behind The Duke.

Pompallier House is NZ’s first Catholic mission and printing press, it is owned by NZ Historic places.

Russell Museum houses many relics from the battle and the whaling days and is well worth a look around.





ACCOMODATION

The Duke can provide the total experience, with 38 rooms we have space to host you and your guests. There are different levels of accommodation ranging from stunning Waterfront Rooms with balconies, and views across the picturesque harbour, to Superior Rooms with an internal sundeck, and our convenient Classic Rooms. We also have an on-site gym for guests to use throughout their stay.

All our rooms can have double occupancy, with a range where the beds can be split making a twin room.

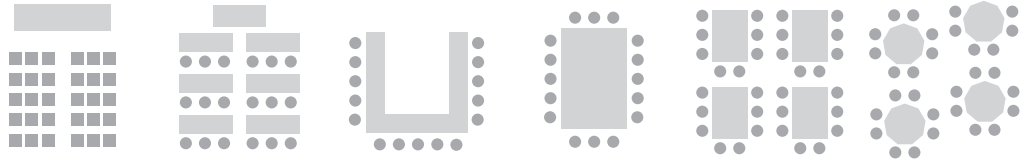
The Duke provides a daily a la carte breakfast, which guests can charge back to their rooms, or to the group bill. Our on-site co-ordinators can help you arrange a pre-order for your breakfast for larger breakfast bookings during your conference. The room types and rates that can be booked when you have a conference with us are listed below

ROOM TYPE	SUMMER Dec 20 th to Mar 31 st	SHOULDER SEASON April & Sept 1 st to Dec 19 th	WINTER May 1 st to Aug 31 st
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

FUNCTION SPACES

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. Our on-site Conference Manager will take care of all your set up, servicing the room, and packdown!

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 (offsite)	25	15	15	15		

FRONT HALF OF THE BALLROOM

The front half of The Ballroom provides the perfect space for a smaller group with plenty of natural daylight opening up onto the deck overlooking the sea. Fully Air-Conditioned, and can have all AV equipment set up in the room.

- ✓ Theatre
- ✓ Classroom
- ✓ U-Shape
- ✓ Workshop
- ✓ Banquet
- ✓ Boardroom

Size: 73.5 m2



THE DUCHESS ROOM

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 our beautiful garden, and 150 year old Fig Tree.

This room is ideal for small group meetings and more intimate dinners, seating 18 or less people.

- ✓ Fully air-conditioned
- ✓ Boardroom
- ✓ Workshop

Size: 39.5 m2



THE VILLA ROOM

Located 50 metres directly behind The Duke of Marlborough Hotel. A quiet space for you and the team to enhance your skills, with full air-conditioning and french doors this is a great, spacious spot for any group

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

- ✓ Theatre
- ✓ Classroom
- ✓ U-Shape,
- ✓ Boardroom,

Size: 48 m2 with two additional break our areas which are both 15 m





CONFERENCE ROOM SET UP

Here at The Duke of Marlborough, we have a lot of the AV equipment, and whiteboards on site - so you don't need to bring much with you!

The Duke can provide the following equipment:

- Data Projector
- Large Screen
- Standard White Board with Pens & Eraser
- Flipchart with Pens
- Lectern
- Stage (\$100 hire per module, 4 available measuring 2mtr x1mtr)
- Handheld Microphone
- 40 inch LCD Television
- Conference Only Wireless Internet Connection
- Surround Sound System (*not available in the Villa Room*)
- Four Plug in Multi-Boxes & Extension Leads
- All guests will be provided with a notepad, pen & an endless supply of mints.

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

Our coordinators will be on hand to help you create an awesome itinerary for you and your team while you are with us; from organised dinners, pre-ordered breakfasts & afternoon excursions - we have the whole package;

DAY ONE:

- 0800:** Pre-Ordered Breakfast served in the Main Restaurant
- 08:45:** Conference Room Opens, with self serve Tea & Nespresso Coffee
- 09:00:** Meeting Begins
- 10:30:** Morning Tea is served
- 13:00:** Set Menu Lunch is served in the Main Restaurant
- 14:00:** Meeting Resumes
- 15:30:** Afternoon Tea is served
- 17:00:** Meeting Concludes, and Sunset Tour of The Bay in The Duke Boat begins
- 19:00:** Gather in the Main Bar for a drink before dinner
- 19:30:** Sit down for Set-Menu Dinner in the Main Restaurant

DAY TWO:

- 0800:** Pre-Ordered Breakfast served in the Main Restaurant
- 08:45:** Conference Room Opens, with self serve Tea & Nespresso Coffee
- 09:00:** Meeting Begins
- 10:30:** Morning Tea is served
- 12:30:** Set Menu Lunch is served in the Main Restaurant
- 13:30:** Meeting Resumes
- 15:00:** Meeting Concludes, team catch the 3pm Ferry to Waitangi
- 15:30:** Learn about the History of New Zealand at the Waitangi Treaty Grounds
- 18:00:** Walk along the waterfront to Charlotte's Kitchen in Paihia
- 18:30:** Sit down for Set-Menu Dinner at Charlottes Kitchen
- 21:30:** Catch the ferry back to Russell
- 22:00:** Nightcap in The Duke Bar



CONFERENCE ROOM HIRE RATES

Winter Duchess Room \$300
 Villa Room \$450
 Front Half of The Function Room \$500
(1st May – 31st August)

Shoulder Duchess Room \$350
 Villa Room \$500
 Front Half of The Function Room \$600
(Months of April & 1st September – 19th December)

Summer Villa Room \$500
(20th December – 31st March)

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



MENUS

We will assist you to create the perfect food & beverage choices for your group;

A LA CARTE BREAKFAST

We can arrange a pre-order for your group to ensure you get your day started on time.
Breakfast is served between 8am and 10am.

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

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

**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*



LUNCH OPTIONS

\$50 LUNCH SET MENU

Main

The Duke's Seafood Chowder

Local Fresh Fish / Clams / Cockles / Scallops / Fried Bread

Roasted Butternut *(gfo, vgn)*

Tahini / Raisin, Caper & Pine Nut Salsa / Cauliflower / Pistachio Dukkha

The Governors Burger

Angus Chuck & Brisket / Bacon / Cheese / Caramelised Onion / Tomato / Pickle / Cos / with Hand Cut Chips

Super Food Salad *(gfo, vgn)*

Cos / Kale / Quinoa / Pumpkin / Beetroot / Broccolini / Mixed Nuts & Seeds / Dried Fruit / Mixed Herbs w/ Tofu *or* Chicken Thigh

Dessert

Baked Yoghurt Cheese Cake *(gfo, v)*

White Chocolate Ganache / Malibu Pineapple / Raspberry / Macadamia Crumb

Tangelo Filo Pastry Cake

Preserved Tangelo / Honey / Tangelo Mascarpone

\$55 LUNCH SET MENU

To Start

Auntie's House Made Fried Bread *(gfo)*

Main

Roasted Butternut *(gfo, vgn)*

Tahini / Raisin, Caper & Pine Nut Salsa / Cauliflower / Pistachio Dukkha

The Duke's Seafood Chowder

Local Fresh Fish / Clams / Cockles / Scallops / Fried Bread

The Governors Burger

Angus Chuck & Brisket / Bacon / Cheese / Caramelised Onion / Tomato / Pickle / Cos / with Hand Cut Chips

Bream Bay Snapper and Chips

Beer Batter / Hand Cut Chips / & Rocket / Fennel / Apple / Parmesan / Lemon Salad

Dessert

Baked Yoghurt Cheese Cake *(gfo, v)*

White Chocolate Ganache / Malibu Pineapple / Raspberry / Macadamia Crumb

Tangelo Filo Pastry Cake

Preserved Tangelo / Honey / Tangelo Mascarpone

SET MENUS

We are also on hand to help organise any dinners for your group too!

\$60 DINNER SET MENU

To Start

Auntie's House Made Fried Bread *(gfo)*

Main

Roasted Butternut *(gfo, vgn)*

Tahini / Raisin, Caper & Pine Nut Salsa / Cauliflower / Pistachio Dukkha

Pan-Fried Line Caught

Market Fish *(gfo, dfo)*

Vine Tomato / Rocket / Fennel / Apple / Chili / Pecans

Super Food Salad *(gfo, vgn)*

Cos / Kale / Quinoa / Pumpkin / Beetroot / Broccolini / Mixed Nuts & Seeds / Dried Fruit / Mixed Herbs w Tofu *or* Chicken Thigh

Grass Fed 'Speckle Park' Steak

- 180g Eye Fillet *(gfo, dfo)*

Hangi Root Vegetables / Courgette & Dijon PureeDessert

Dessert

Baked Yoghurt Cheese Cake *(gfo, v)*

White Chocolate Ganache / Malibu Pineapple / Raspberry / Macadamia Crumb

Tangelo Filo Pastry Cake

Preserved Tangelo / Honey / Tangelo Mascarpone



\$80 DINNER SET MENU

Entree

Seared Grass Fed Eye Fillet

Carpaccio *(gfo, dfo)*

Truffle & Parmesan Mayo / Seed Crackers

Fried Cauliflower Bites *(gfo, vgn)*

Cashew Cream Dressing / House Made Hot Sauce

Northland Sashimi

w Nam Jim Dressing *(gfo, dfo)*

Garlic / Ginger / Palm Sugar / Citrus / Peanuts / Crispy Shallots

The Duke's Seafood Chowder

Local Fresh Fish / Clam / Cockle / Scallop / Fried Bread

Dessert Baked Yoghurt Cheese Cake *(gfo, v)*

White Chocolate Ganache / Malibu Pineapple / Raspberry / Macadamia Crumb

Tangelo Filo Pastry Cake

Preserved Tangelo / Honey / Tangelo Mascarpone

Main

Roasted Butternut *(gfo, vgn)*

Cashew Crème / Tahini / Raisin, Caper & Pine Nut Salsa / Cauliflower / Pistachio Dukkha

Slow Cooked Free Range Crisp Pork Belly *(gfo, dfo)*

Pineapple Sage Salsa Verde / Caramelized Pineapple / Braised Radicio

Pan-Fried Line Caught

Market Fish *(gfo, dfo)*

Vine Tomato / Rocket / Fennel / Apple / Chili / Pecans

Grass Fed 'Speckle Park' Steak

- 180g Eye Fillet *(gfo, dfo)*

Hangi Root Vegetables / Courgette & Dijon Puree

\$80 DINNER SHARING STYLE SET MENU

Appetisers

Auntie's House Made Fried Bread *(gfo)*

Seared Grass Fed Eye Fillet

Carpaccio *(gfo, dfo)*

Truffle & Parmesan Mayo / Seed Crackers

Te Ika Mata *(gfo, dfo)*

70g Fresh Local Fish / Coconut / Chilli / Red Onion / Coriander / Lime

Fried Cauliflower Bites *(gfo, vgn)*

Cashew Dressing / House Made Hot Sauce

Mains

Super Food Salad *(gfo, vgn)*

Cos / Kale / Quinoa / Pumpkin / Beetroot / Broccolini / Mixed Nuts & Seeds / Dried Fruit / Mixed Herbs w Chicken Thigh

Pan-fried Line Caught Market Fish *(gfo, dfo)*

Vine Tomato / Rocket / Fennel / Apple / Chili / Parmesan / Pecans

Slow Cooked High Country Chickory

Finished Lamb Shoulder *(gfo)*

Hangi Fried Potatoes / Karengo Butter & Broccolini / Cumin / Tomato / Walnut / Raisins

Mint Sauce and Lamb Jus

1kg Grain Fed Beef Short Rib *(dfo)*

Carraway Slaw / Pineapple / Onion / Coriander

Side

Carraway Slaw Pineapple / Onion / Coriander *(gfo, vgn)*

Dessert

The Duke Cheese Board *(gfo)*

Served with Local Honey / Artisanal Relish / House Made Seed Crackers

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.



\$91 DINNER SET MENU

To Start

Auntie's House Made Fried Bread *(gfo)*

Fresh Local Oysters (1xpp) *(gfo, dfo)*
Natural w/ 'Prelibato' White Balsamic

Entree

**Seared Grass Fed
Eye Fillet Carpaccio** *(gfo, dfo)*
Truffle & Parmesan Mayo / Seed Crackers

'Ora King' Salmon *(dfo)*
70g Salmon / Fish Crackling / Fennel /
Dill / Apple

Fried Cauliflower Bites *(gfo, vgn)*
Cashew Dressing / House Made Hot Sauce

'Castle Point' Paua Risotto *(gfo)*
50g Fresh Hand Caught Paua /
Fresh Herbs / Parmesan

Main

Roasted Butternut *(gfo, vgn)*
Tahini / Raisin, Caper & Pine Nut Salsa /
Cauliflower / Pistachio Dukkha

Crayfish Orzo Pasta
Crayfish / Tomato / Lemon / Fennel /
Mascarpone / Waipu 'Belle Chevre'

Pan-Fried Line Caught Market Fish *(gfo, dfo)*
Vine Tomato / Rocket / Fennel /
Apple / Chili / Pecans

**Grass Fed 'Speckle Park' Steak
- 180g Eye Fillet**
or 250g Scotch *(gfo, dfo)*
Hangi Root Vegetables /
Courgette & Dijon Puree

Dessert

Baked Yoghurt Cheese Cake *(gfo, v)*
White Chocolate Ganache /
Malibu Pineapple / Raspberry /
Macadamia Crumb

'Cookies & Cream'
Coffee Espuma / Milk chocolate /
Cookie Crumb





THE BOAT

We have two brand new boats - why not take your team on an adventure through They Bay, or on a Sunset Cruise across from Russell before enjoying dinner at Charlotte's Kitchen!

Our Conference Co-ordinators will be able to book your group in for these trips, and give you a bespoke quote depending on your requirements. A fully licensed boat with beers & wines available for purchase on board, travel in style with our friends 'Rascal' & 'Reprobate'

Seating up to 24 people, providing great views as you head out to sea!

We do provide a couple of standard tours including the **Sunset Cruise & Tour Through The Bay**



BAY OF ISLANDS · CRUISING



Our sister restaurant, Charlotte's Kitchen, is just 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.

Dont worry, your conference co-ordinator will take care of all your bookings over here too, so you are all planned in one place! We can even help organise a late ferry for you so you and your guests can get one last cocktail in!



Depending on the time of year, you can also enjoy live music, dumpling night, or wing night.



ACTIVITIES IN RUSSELL

The Bay of Islands has an abundance of activities on its doorstep for your group to enjoy during their stay. Your co-ordinator 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 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 & Paddleboard Hire
- Vineyard Tours
- Scenic Walks
- Explore Waitangi Treaty Grounds – 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