UQ Brisbane City is Brisbane’s premier executive conference, events and training space, situated in the heart of the CBD. Located in the heritage listed 308 Queen Street building, former home of the Queensland National Bank, UQ Brisbane City offers a range of contemporary spaces for postgraduate students, Alumni, government and industry.

Our flexible meeting rooms offer the perfect place to host executive meetings, corporate workshops or private events.

Our spaces are designed with your business needs in mind, and include modern meeting rooms, heritage boardrooms and The Atrium.
The Atrium

The Atrium is a collaborative and co-working lounge that welcomes UQ alumni and community with complimentary coffee, tea and WiFi. Delivering professional development, networking and event opportunities, this is your go-to destination for career inspiration, direction and connection.
Location
Conveniently located in the heart of Brisbane CBD on Queen Street with easy access serviced by nearby public transport and walking distance from paid parking facilities. UQ Brisbane City is located at 308 Queen Street and 88 Creek Street and situated in the former Queensland National Bank building. See page 20 for location map.

Opening hours
UQ Brisbane City is available for bookings 7 days a week. The Atrium is open Monday to Friday 7am to 6pm (excluding public holidays).

Audiovisual
All of our meeting rooms are equipped with audiovisual (AV) facilities with Zoom/Teams capabilities. Our onsite concierge team are trained to assist you with basic AV set up. Additional AV is available through our preferred external audiovisual company.

Event catering
The University of Queensland’s Customs House is one of Brisbane’s premier restaurants, events and heritage destinations.

Our venue is exclusively catered by their award-winning team who can cater for 6 to 120 persons. Their cuisine philosophy is to source fresh quality seasonal produce to prepare dishes that are well presented with good, clean flavours. We are happy to cater for guests who have special dietary requirements.

Our service philosophy is to ensure that the guests receive exceptional service and an unforgettable experience through our commitment to excellence and best practice.

Please download the catering brochure from here.
Alcohol service
UQ Brisbane City has an On-Premises License. In accordance with the Liquor Act, responsible service of alcohol is practiced by our caterers and licensed to 12 midnight. The caterers reserve the right to request minimum food requirements should alcohol be served. Alcohol will not be served to guests under the age of 18 years (proof of age identification may be required) or to intoxicated guests.

Food and beverage policy
No food and beverage is permitted to be brought onto the premises or removed from the premises.

Smoking policy
All of UQ Brisbane City’s buildings are non-smoking venues. Should guests wish to smoke, they must go outside the venue.

Site visits
To explore our unique spaces, we invite you to book a site visit with one of our friendly events team. Please contact the events team on eventsuqbc@uq.edu.au in advance to book your site visit so that we can have one of the team available to show you around and talk through the comprehensive facilities available at UQ Brisbane City.

Booking enquiries
For booking enquiries, please contact the events team at eventsuqbc@uq.edu.au to discuss how we can help you with your event or meeting.

Accessibility
Accessible for wheelchair users.
Floor plans and room capacities
<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Seated</th>
<th>U-shape</th>
<th>Cocktail</th>
<th>Room AV</th>
</tr>
</thead>
</table>
| OG34              | 57      | 16     |         |          | • multimedia screen  
|                   |         |        |         |          | • webcams  
|                   |         |        |         |          | • microphones (1 handheld, 1 lapel, table)  
|                   |         |        |         |          | • HDMI connectivity                                      |
| OG06 The Atrium   | 332     | 70     |         |          | • 5 projectors  
|                   |         |        |         |          | • PA system  
|                   |         |        |         |          | • microphones (2 handheld, 2 lapel)                        |
| OG07 Long Room    | 135     | 28     |         |          | • multimedia screen  
|                   |         |        |         |          | • PA system  
|                   |         |        |         |          | • microphones (2 handheld, 2 lapel, table)  
<p>|                   |         |        |         |          | • HDMI connectivity                                      |
| The Atrium/Long Room | 468   | 120    |         |          |                                                                                                                                                           |</p>
<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Collaborative</th>
<th>Boardroom</th>
<th>U-shape</th>
<th>Theatre</th>
<th>Room AV</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM08</td>
<td>105</td>
<td>32</td>
<td>22</td>
<td>18</td>
<td>60</td>
<td>• desktop PC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• projectors</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• room cameras</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• webcams</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• hearing loop</td>
</tr>
<tr>
<td>OM14</td>
<td>102</td>
<td>32</td>
<td>22</td>
<td>18</td>
<td>60</td>
<td>• microphones</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(1 handheld, 1 lapel)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• HDMI connectivity</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• powerpoints</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• whiteboards</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Boardroom</th>
<th>Room AV</th>
</tr>
</thead>
<tbody>
<tr>
<td>OM09</td>
<td>14</td>
<td>6</td>
<td>• desktop PC</td>
</tr>
<tr>
<td>OM11</td>
<td></td>
<td></td>
<td>• multimedia screen</td>
</tr>
<tr>
<td>OM12</td>
<td></td>
<td></td>
<td>• webcam</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• HDMI connectivity</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• powerpoints</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• whiteboards</td>
</tr>
</tbody>
</table>
### Room Size m²

- **Collaborative Theatre Room AV**
  - Room Size m²: 141
  - Collaborative: 48
  - Theatre: 80
  - Room AV:
    - desktop PC
    - projectors
    - room cameras
    - webcam
    - hearing loop
    - microphones (2 handheld, 2 lapel)
    - HDMI connectivity
    - powerpoints
    - whiteboards

- **Boardroom Room AV**
  - Room Size m²: 15
  - Boardroom: 6
  - Room AV:
    - desktop PC
    - multimedia screen
    - webcam
    - HDMI connectivity
    - powerpoints
    - whiteboards
### Heritage

#### Level 2

<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Boardroom</th>
<th>T-shape</th>
<th>Room AV</th>
</tr>
</thead>
</table>
| 204  | 32      | 6         |         | • desktop PC (with webcam)  
|      |         |           |         | • multimedia screen  
|      |         |           |         | • HDMI connectivity  
|      |         |           |         | • power points |
| 208  | 28      | 6         |         | • desktop PC (with webcam)  
|      |         |           |         | • multimedia screen  
|      |         |           |         | • HDMI connectivity  
|      |         |           |         | • power points |
| 205  | 76      | 6         | 10      | • desktop PC (with webcam)  
|      |         |           |         | • room cameras  
|      |         |           |         | • HDMI connectivity  
|      |         |           |         | • power points |
| 213  | 53      | 6         |         | • powerpoints |
| 214  | 23      | 6         |         | • care suite |
| 216  | 14      | 3         |         | • powerpoints |
| 217  | 23      | 6         |         | • powerpoints |
LEVEL 2

Room | Size m² | Collaborative | Boardroom | U-shape | Theatre | Room AV
--- | --- | --- | --- | --- | --- | ---
223 | 102 | 36 | 14 | 16 | 60 | • desktop PC  
• projectors  
• room cameras  
• webcams  
• microphones (1 handheld, 1 lapel)  
• hearing loop  
• HDMI connectivity  
• powerpoints  
• whiteboards

Room | Size m² | Collaborative | Theatre | Room AV
--- | --- | --- | --- | ---
227 | 169 | 60 | 120 | • desktop PC  
• projectors  
• room cameras  
• webcams  
• microphones (2 handheld, 2 lapel)  
• hearing loop  
• HDMI connectivity  
• powerpoints  
• whiteboards
### Room Size

<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Collaborative</th>
<th>Boardroom</th>
<th>U-shape</th>
<th>Theatre</th>
<th>Room AV</th>
</tr>
</thead>
<tbody>
<tr>
<td>308</td>
<td>102</td>
<td>32</td>
<td>22</td>
<td>18</td>
<td>60</td>
<td>• desktop PC&lt;br&gt;• projectors&lt;br&gt;• room cameras&lt;br&gt;• webcams&lt;br&gt;• whiteboards&lt;br&gt;• microphones&lt;br&gt; (1 handheld, 1 lapel)&lt;br&gt;• hearing loop&lt;br&gt;• powerpoints&lt;br&gt;• HDMI connectivity</td>
</tr>
<tr>
<td>314</td>
<td>117</td>
<td></td>
<td>24</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Room AV

<table>
<thead>
<tr>
<th>Room</th>
<th>Size m²</th>
<th>Boardroom</th>
<th>Room AV</th>
</tr>
</thead>
<tbody>
<tr>
<td>310</td>
<td>15</td>
<td>6</td>
<td>• desktop PC&lt;br&gt;• multimedia screen&lt;br&gt;• webcams&lt;br&gt;• HDMI connectivity&lt;br&gt;• powerpoints</td>
</tr>
<tr>
<td>311</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>312</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**Legend:**
- **AV:** Audiovisual equipment
- **LIFTS:** Lifts
- **PROJECTORS:** Projectors
- **Breakout Space:** Space for breakout meetings
- **Queen St:** Queen Street
- **Creek St:** Creek Street
**LEVEL 5**

**Room Size m² Collaborative Theatre** | **Room AV**
--- | ---
511 | 89 | 45 | 60 | • desktop PC  
• projector  
• webcams  
• hearing loop  
• microphones (1 handheld, 1 lapel)  
• HDMI connectivity  
• powerpoints  
• whiteboards

**Room Size m² Collaborative Boardroom U-shape Room AV**
--- | --- | --- | --- | ---
512 | 53 | 20 | 18 | 16 | • desktop PC  
• multimedia screen  
• webcam  
• room cameras  
• HDMI connectivity  
• powerpoints  
• whiteboards
308 Queen Street, Brisbane

Estimated walking pace 6 mins 500m
Contact information

UQ Brisbane City
308 Queen Street, Brisbane, 4000
T  (07) 3346 7100
W  uq.edu.au/brisbane-city

General enquiries:
E  receptionuqbc@uq.edu.au

Booking enquiries:
E  eventsuqbc@uq.edu.au