

Optimal Space

The Kit



by
OPTIMAL
LIFE SOLUTIONS



July, 2023



Welcome to Optimal Space

I'm Mary Wong and this is my Optimal Space!

Welcome to our relaxed fully air-conditioned boutique event space, where creativity intertwines with practicality to curate extraordinary moments.

From transformative training sessions and impactful meetings to engaging network events and intimate social gatherings, our event space is the epitome of your event's realisation.

Whether you are a small business, a corporate entity, or a private individual, we present an unique destination that will elevate your event to new heights without the hefty prices of other venues.



Location

Optimal Space is located at 19 Sicklefield Rd, Enoggera approximately 8 kilometers northwest of the Brisbane Central Business District (CBD). The convenient location, just a short distance from the city, coupled with a more relaxed atmosphere, makes it an ideal choice for attendees traveling from various parts of Brisbane or arriving from Brisbane Airport.



Arriving By Train

If you'd prefer to take the train, take the train from Brisbane Central and travel the Ferny Grove Line, It's approximately 17min travel time. to step off at Alderley Station. Stroll the easy 7-10 minutes to the venue



Arriving By Car

We have a ample off street parking with two entry points to the building making it easy to unload and load any particulars that you need to bring for your event, presentation, workshop or meeting



Arriving By Bus

If you're taking the bus from Brisbane CBD, embark Brisbane City Council Bus Line #345. It will take you approximately 35 mins to travel to Enoggera. Disembark at stop 31 and cross the road at the lights.



Street View

Optimal Space is easy to find. Just locate the mauve fence in front of the white house. Our driveway is wide and open. It's share with the Scouts next door. Follow around to the back and you'll locate our parking area. Overflow for the car park is available outside the Scout Hall.



Northern Approach



Driveway



Southern Approach

Our Spaces

Optimal Space has been converted from an original post war home into a functional event space that offers privacy and convenience.

The Space has retained many of the rooms that make a house a home which adds uniqueness and serviceability as an event and meeting space.

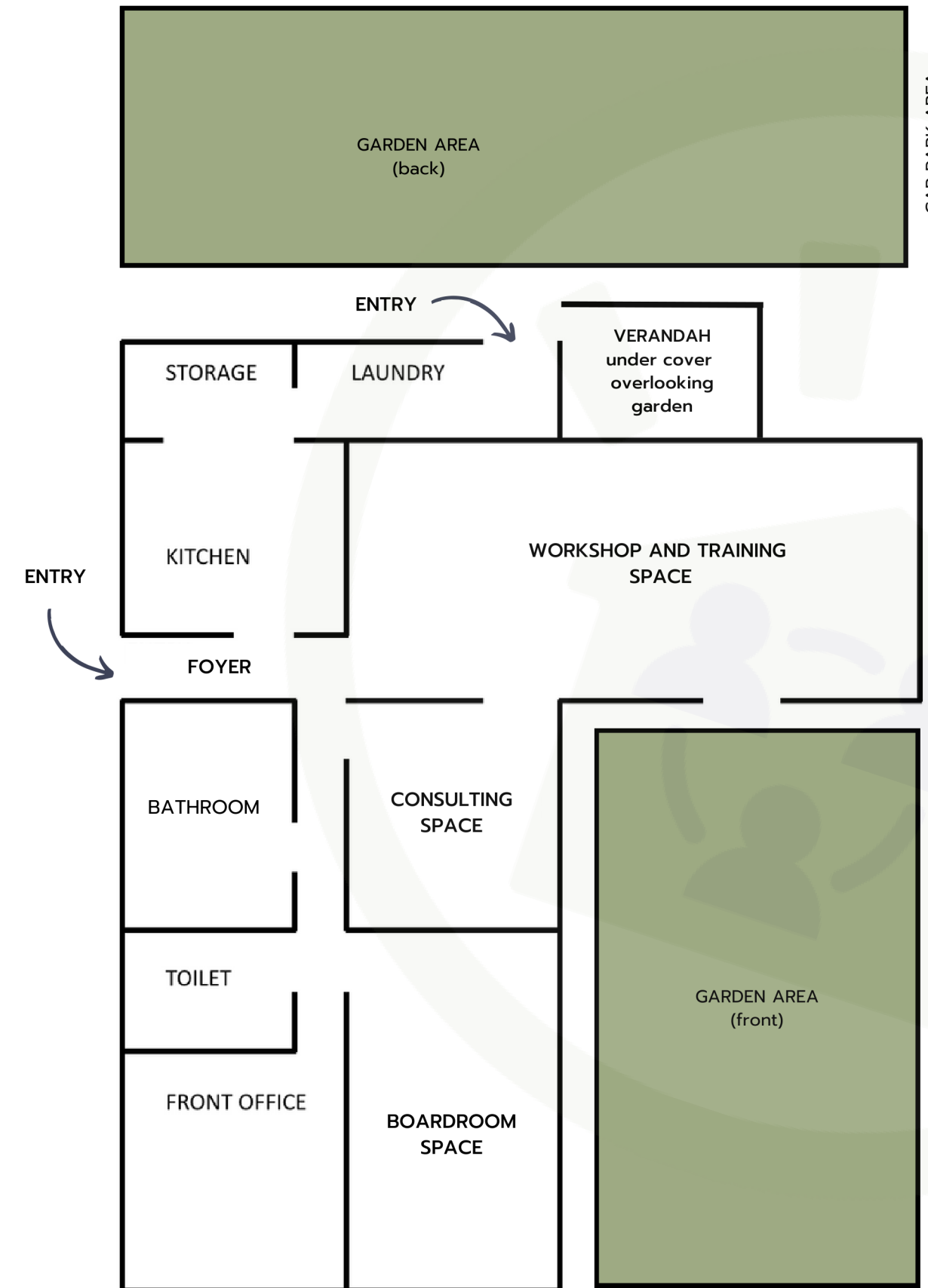


The Kitchen

We have the advantage of a fully functioning kitchen with a large fridge, a stove, dishwasher and sink. The kitchen also features a cold filtered water bubbler for a consistent source of chilled water and catering can be easily kept fresh or reheated with the available microwave.

The Bathroom

We have kept the Bathroom with its shower, basin and toilet, as a larger space suitable as a change area between photoshoots or costume changes. A second, separate toilet is also available to service larger event needs.



note: not to scale



Our Spaces

Immerse yourself in a diverse array of spaces, each designed to meet your unique needs. Breaks and lunches can be enjoyed in our surrounding gardens which can even be utilised for networking groups or open air events.

Discover for yourself our

- Workshop or Training Space
- Boardroom Space
- Consultancy and Interview Space



Workshop or Training Space

Our versatile meeting and training room leads out to the garden, a space that allows for informal interactions and serves as an additional breakout area during training sessions and workshops.

This room is capable of comfortably accommodating up to 24 guests in a theater-style arrangement, 18 in U-shape, or 10 in classroom format, or can transform into a vibrant stand-up setting for up to 60 attendees.

The room temperature is easily adjusted to suit the needs and comfort of workshop participants or event guests with air conditioning that cools in the Brisbane summer and warms on the cooler winter morning starts. Ceiling fans are also featured to keep your attendees comfortable and focused.

Communication is easy with three large wall mounted whiteboards, TV monitor and flip chart - all included in your room price.

Features

- Air Conditioning
- Ceiling Fans
- 3 Large Glass Whiteboards
- TV Monitor
- High Ceilings
- Flipchart

Configuration

- Theatre - 0 to 24
- Classroom - 0 to 10
- Herringbone - 0 to 24
- U-shape - 6 to 18
- Boardroom 6 to 24
- Stand-up - 0 - 60



Consulting or Interview Space

Our innovative consultation and interview room, is an oasis of privacy for negotiations, productive conversations and effortless decision-making.

This room is air conditioned for comfort and can be heated independently of other areas. You can have full access to the kitchen to grab a quick coffee or tea while continuing any discussion taking place or if you simply need to take a break.

There's a sit-to-stand desk that you can configure to your preference, with a monitor, whiteboard and couch also included, creating a more relaxed environment..

The room also offers 2 door access for incoming and outgoing should it be required for consultation needs.

Features

- Air Conditioning
- Ceiling Fans
- 1 Medium Glass Whiteboard
- Standup Desk
- Double room access

Perfect Use For

- Consulting Services
- Interviews
- Brainstorming and Ideation
- Freelancers or Remote Workers
- Tutoring or Language Instruction



Boardroom Space

Our boardroom provides the perfect environment to achieve your goals.

Designed to comfortably accommodate 6 to 10 participants, our space showcases three walls adorned with sleek glass whiteboards.

Streamline your objectives with utmost efficiency. Leave a lasting impression on clients while fostering strategic discussions and effortlessly collaborate using the expansive whiteboard space. Seamlessly connect with video conferencing capabilities and captivate clients with engaging presentations on the wall-mounted monitor.

Immerse yourself in a world of professionalism, functionality, and sophistication within our exceptional boardroom. Schedule a tour today and witness firsthand how our premium boardroom can revolutionise your meetings.

Features

- Air Conditioning
- Ceiling Fans
- 4 Large Glass Whiteboards
- TV Monitor
- High Ceilings
- Flipchart

Perfect Use For

- Team Meetings/Collaboration
- Training or Workshops
- Board or Faculty Meetings
- Sales or Investor Pitches
- Strategic Planning
- Presentations
- Contract Negotiation



Breakout and Social Space

The exterior areas of Optimal Space are suited for various applications.

The Back Garden area (A) is available for breakout areas and if available can be used free of charge when you book our Meeting Room. Outdoor educationals, workshops, or group training is also ideal for this space. Hire of chairs and table for this space would be additional and hire is POA.

The Back Veranda (C) is a relaxing space to enjoy lunch, work in a small group as a breakout area or to utilise for a relaxed meeting place to discuss business and make plans. A flipchart can be moved to this area and power is also available.

Conveniently located outside the main Workshop/Training Room the Side Garden (C) can be utilised for breakaway groups or as a luncheon area during your event and if available can be used free of charge when you book our Meeting Room

Features

- Lawn Space
- Even Ground
- Back Verandah Table with seating for 6
- Power Supply (verandah)
- Privacy

Perfect Use For

- Outdoor Verandah Meetings
- Breakout Workspaces
- Outdoor Education
- Outdoor Workshops
- Garden Luncheons
- Filming and Photography
- Team Building Space



Services

We like to provide pricing that allows for all budgets, so we have unique three service models to help you find the perfect service balance

Hands-On Space

For those who are on a budget and happy to do it all for themselves.

With Hands-On you come in a set it all up they way you want. You'll setup the your tea/coffee station and then configure your room layout just the way you want it. During the time you'll manage yourself with water and milk top ups and move out dirty dishes, cups and glasses.

At the end of the day, you'll clean it all away, leaving the room straight and tidy, all dishes washed, put away and rubbish removed and taken to the bins outside.

Helping-Hands Space

Helping-Hands is our most popular option. The middle ground were we'll setup your tea/coffee station and also the room layout.

You need only put out the milk and water, turn on the urn if needed, layout any additional items and be ready to welcome your guests.

At days end, you'll tidy the room, do all the dishes and clear rubbish to inside bins. We'll take the rubbish to the bins outside and put the dishes away and straighten the room ready for the next guests.

Hands-Free Space

A the name suggests, we do it all for you. At time of booking we'll get all the details of what you need done. On arrival, you'll simply walk in, connect your tech and wait for your guest to arrive. Because everything will be set up , layed out and turned on. Throughout the day you'll only need to refresh milk and water as needed.

Come days-ends, you can just leave it all behind you because we'll take care of it all. Clearing, rubbish, dishes - the lot!

You can just come in, run your event and leave without a care in the world



Pricing

We like to provide pricing that allows for all budgets, so we have various pricing models based on our service that you can match to the perfect space

| Workshop/Meeting Room | Hourly Rate | Half Day | Full Day | Evening | Weekend |
|-----------------------|---------------|----------|----------|----------|----------|
| Hands-On Space | Not available | \$150.00 | \$200.00 | \$150.00 | \$400.00 |
| Helping-Hands Space | Not available | \$200.00 | \$300.00 | POA | POA |
| Hands-Free Space | Not available | \$250.00 | \$375.00 | POA | POA |
| Consultation Room | Hourly Rate | Half Day | Full Day | Evening | Weekend |
| Hands-On Space | \$18.00 | \$60.00 | \$120.00 | \$60.00 | \$240.00 |
| Helping-Hands Space | \$20.00 | \$70.00 | \$140.00 | POA | POA |
| Hands-Free Space | \$25.00 | \$90.00 | \$180.00 | POA | POA |
| Boardroom | Hourly Rate | Half Day | Full Day | Evening | Weekend |
| Hands-On Space | \$25.00 | \$100.00 | \$180.00 | \$100.00 | \$360.00 |
| Helping-Hands Space | \$30.00 | \$130.00 | \$220.00 | POA | POA |
| Hands-Free Space | \$35.00 | \$160.00 | \$275.00 | POA | POA |

Definition of Hours

Hourly Rate
1 hour per

Half Day/Evening
4 hours Max

Full Day
8 hours Max

Weekend
2 x 8 hours

Room Hire Inclusion

All rooms offer at no additional charge the full use of whiteboard and pens, TV monitor, flip chart and pens, note pads, heating and cooling, use of the kitchen and kitchen items, tea and coffee service, water service, AV lead connections and off street parking

Breakout and Social Space - Is POA Only - please ask for assistance



Catering

Room pricing does not include catering of any variety other than tea, coffee and water service. To have catering at your next meeting or event you have the following options open to you.

Self Catered

You are welcome to bring or organise your own catering at no additional charge by us. Please note that you must be available to accept delivery of your food.

You are welcome to use the kitchen's preparation area, refrigerator, stove, and microwave. You also have any of the platters or plates for your use when you lay out and present your catering to your participants and guests. According to your chosen package, you may be responsible for clean-up and disposal of any food waste or leftovers.

Alcohol

We are not a licenced venue and cannot provide any form of alcoholic beverages. You can bring your own as a self-catering item, but cannot receive payment for alcohol from your guests unless you have procured a licence for your event.

Space Catered

If you are busy with other details and would like to take the pressure off, let us organise the catering for you. At an additional cost we will offer a catering solution based on your needs, numbers, budget and dietary considerations.

At time of booking your room with us, you need only advise your budget and food preferences, eg morning or afternoon tea, or lunch; and for evening events, canape or cocktail items.

Soft drinks and juices can also be arranged. As an unlicensed venue we cannot provide any form of alcohol (refer section titled Alcohol). Once we know your preferences, we will provide a quote and on approval, make all the arrangements. The catering costs are then simply added to your final invoice.

Note: Any uneaten catering can be taken with you but no refund on uneaten portions will be provided.



Testimonials

At Optimal Space we love hearing from clients for whom we've provided event spaces.



Iona Siolo

National Sales Manager - iGear

Optimal Space provided an ideal venue for our annual Sales get together. The Optimal space team are friendly professional and very pleasant to work with. The location suited our team of 13 perfectly and comes with AV set up and break out areas and functional kitchen with Tea and Coffee and refreshments available.

Plenty of parking at the rear of the building. The location was perfect for our team and great value for money. I would recommend Optimal Space to similar sized teams looking for a venue to meet.



Esther Kelly

Your Power - Your Birth

I love how the Optimal Space venue meets my business needs both professionally and aesthetically.

Everything from the AV equipment and wall-hung white boards to the polished floor boards, natural light, outdoor seating area and the fully equipped kitchen means my groups feel comfortable all day. I can also cater for smaller more intimate groups for my birthing classes by simply bringing my yoga mats and salt lamps, and still have quality visuals and sound as well as catering utensils in a professional atmosphere.



Jo Stevens

Quirky Habits

I recently held a workshop at Optimal Space and would recommend to anyone looking for a venue to host their own workshops or small events.

Mary Wong was so friendly and helpful, the space was clean and well-maintained, and the amenities were all top-notch. Whether you're planning a small business meeting, a team-building event, or a workshop, you simply can't go wrong with Optimal Space.

I look forward to hosting more events there in the future!



Contact Us

Would you like to come and explore Optimal Space first hand?

Book your site inspection today and
discover the benefits for yourself..

Site Inspection Appointment - [CLICK HERE](#)

You are also welcome to

Call: 0438 624 667

Email: admin@optimalcoaching.com.au

Option Space Office Hours: 9am to 5pm Monday to Friday

Address: [9 Sicklefield Rd, Enoggera QLD 4051](#)

Our Terms and Conditions of Use - [CLICK HERE](#)

