

s. 22(1)(a)(ii)

From: Codex Contact Point
Sent: Monday, 28 March 2022 10:16 AM
To: shinedome@science.org.au
Cc: Codex Contact Point
Subject: Request for Quotation - DAWE [SEC=OFFICIAL]

Dear team,

The Codex International Standards section of the Department of Agriculture, Water and the Environment is planning to hold a full day or half day workshop in the first week of May 2022.

We are currently looking at venues to hold this workshop and would like to obtain a quote from the Shine Dome.

The date is yet to be fixed but potential date is Thursday, 05 May 2022.

Room Requirements as below:

- Ability to accommodate 25 people
- The conference room must be available from 9:00 am to 5.00pm
- Cabaret style tables
- Break out area for morning & afternoon tea and lunch
- AV projector, microphones and screen

Meals required:

Meal	Time (TBC)
Morning tea/coffee	9.30am -10.00am
Lunch	12-12:45pm
Afternoon tea/coffee	2.30pm-3.00pm

Could you please forward me a quotation with charges for **full day and half day workshop** with details of rooms (including floor plans, seating capacity & room configurations) and menus?

I look forward to receiving information about the facilities available at the Shine Dome.

Thank you

Kind regards

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Codex Contact Point for Australia / CCFICS Secretariat | **s. 22(1)(a)(ii)**



Australian Government

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The department acknowledges the Traditional Owners of country throughout Australia and their continuing connection to land, sea and community. We pay our respects to Traditional Owners, their cultures and elders past and present.