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**When you have people on the move,  
Balcombe Serviced Apartments smooths  
the way with accommodation that is:**

- **Executive quality**
- **Ideally located**
- **Short and longer stay**
- **No hassles**

**Call us now to talk about how we can  
help you welcome your guests**

**☎ 0400 001 838 / (03) 9580 3121**



**Balcombe Serviced Apartments, P O Box 2107, Parkdale Victoria 3195. Australia**  
**Telephone: +61 3 9580 3121 / 0400 001 838 Web: [www.balcombeapartments.com.au](http://www.balcombeapartments.com.au)**

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**Dear**

Our business is to help you get the best performance from your visiting executives, engineers, technicians, trainers, consultants and others by providing them with an appropriate, comfortable, secure place they can call home for the duration of their stay in Melbourne.

We provide your busy executive with a selected serviced apartment or home unit in a quiet, bay-side suburb within easy commute of their workplace with you and easy reach of quality recreational opportunities.

The apartments are self-catering and self-contained so your visitors can enjoy their own life-style on tree-lined streets minutes from cafes, restaurants, the beach, the bay, world class golf courses, fashion shopping, churches and, if for families, a range of schools, colleges and universities.

### **THE BEST BED**

Our beds are a measure of the quality of our accommodation. You will want your visitors to wake up each morning rested, refreshed and ready for work. To help them do that, we furnish every one of our apartments with beds and mattresses custom-made for sleeping comfort, Queen size in the main bedrooms, single in other rooms. The mattresses are eight inch (200mm) inner spring with extra padding which molds to the sleeper's body and supports every part for deep, relaxing sleep. We complement the bed with microfiber pillows for stable head and neck support, steam-laundered pure cotton sheets, and electric blankets and thick but light doonas for warmth when needed.

### **PLEASE VISIT OUR APARTMENTS TO SEE FOR YOURSELF**

We invite you to join us to visit a selection of our apartments so you can see for yourself how they are furnished and equipped so guests can walk straight in and be at home, so you can plump the pillows and bounce on the beds, and check out the environs. In the interim, I urge you to make a virtual visit through our website <http://www.balcombeapartments.com.au>

### **WE'RE HAPPY TO RECEIVE INQUIRIES AFTER HOURS**

We appreciate that your visitors are busy people and are likely to be coming from other other time zones. We are only too happy to fit in with their availability by receiving out-of-hours inquiries from you or them provided they are within the bracket of 7am-10pm, Melbourne time.

Yours faithfully

**(Ms) Vivian Keating**  
**DIRECTOR**



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## **OUR SERVICE MEETS MAJOR CORPORATIONS' NEEDS**

### **From Hella Australia**

Hella Australia Pty Ltd has had an ongoing association with Vivian Keating, of Balcombe Serviced Apartments, for a couple of years now.

We have sourced accommodation through Vivian for our CEO through to engineers and the accommodation available and the service received has been first class.

Vivian goes out of her way to accommodate our requirements and always goes the extra mile to ensure the guests feel welcome and comfortable.

*Nola McAuliffe*

### **Employee Relations Manager**

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### **To Whom It May Concern**

Our Company has been using the Balcombe Serviced Apartments for corporate accommodation for a number of years, and we have always found the properties to be of the highest standard. There are a variety of properties with various configurations to suit our needs. The great locations close to transport, shops and restaurants have never failed to impress.

Whether our visitors stayed a few nights or a few months, we have always received very positive feedback about the high standard of the properties, the spaciousness and the cleanliness. Vivian Keating, the Proprietor, always goes to great lengths to ensure our guests' comfort and she is a pleasure to deal with.

Balcombe Serviced Apartments provide a quiet, self-contained alternative to hotels and we mainly use their facilities for longer-term stays of 4 days or more. I have no hesitation in recommending these properties for all your corporate requirements and I am confident that Vivian will certainly be more than happy to provide you with the great service and flexibility you would expect to ensure your visitors enjoy their stay.

*H/V*

### **Executive Assistant to Managing Director**

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