



THE LYCEUM CLUB

How may we assist you?



The team at the Lyceum Club are here to help, please find below a list of useful contacts for common questions. We look forward to being of service.

BOOKINGS

To book into a circle event, a la carte dining, accommodation or car park

Visit our website to book online
OR email us at bookings@lyceumclubmelb.org.au
OR call us on 03 9654 5055.

To change a booking for a circle event, a la carte dining, accommodation or car park

Our website is still being updated to allow changes to be made online, however in the meantime, please email us at bookings@lyceumclubmelb.org.au

PRIVATE EVENTS

Enquiries about a private event

Our Events Co-ordinator role is still in the process of being filled, however in the meantime please email our Operations Manager, Dan Blagoi at operations@lyceumclubmelb.org.au or call 03 9654 5055.

To book or change a private event

Please contact our Operations Manager, Dan Blagoi at operations@lyceumclubmelb.org.au or call 03 9654 5055.

For the availability of rooms

Please email our Receptionist Niran Butres at reception@lyceumclubmelb.org.au or call 03 9654 5055.

ACCOUNTS

To pay your account

Information on how to pay is included with monthly accounts. If you are still unsure, speak with reception when you are next in.

To raise an accounting question regarding charges with food & beverage, accommodation or car parks

Please email our Operations Manager, Dan Blagoi at operations@lyceumclubmelb.org.au

To raise a query on your account regarding circles or events

Please email our Operations Manager, Dan Blagoi at operations@lyceumclubmelb.org.au

To obtain your account balance or get a copy of an invoice or statement or queries regarding payments on your account

Please email Lyn in our Accounts department at accounts@lyceumclubmelb.org.au

To obtain a receipt of payment

Please email Lyn in our Accounts department at accounts@lyceumclubmelb.org.au

To find a specific form you need

Visit our Document Repository under News & Information on our website or call us on 03 9654 5055 or email at reception@lyceumclubmelb.org.au.

OTHER

For questions regarding new members or appointments for signing the register

Please contact our Executive Assistant, Rebecca Delves on 03 9654 5055 or email ea@lyceumclubmelb.org.au

To find out your membership status, renewal date or update contact details

Please email our Member Administration Officer, Zoe Wilson-Oakes at zoe@lyceumclubmelb.org.au

For questions regarding the building, safety, or maintenance issues

Please email our Operations Manager, Dan Blagoi at operations@lyceumclubmelb.org.au

Health or dietary safety

Please email our Operations Manager, Dan Blagoi operations@lyceumclubmelb.org.au.

For feedback, including compliments or questions

Please email our General Manager, Sandra Willis at gm@lyceumclubmelb.org.au

For questions regarding the Board or Committees

Please email our President, Norah Breekveldt at president@lyceumclubmelb.org.au.

Please note: if you are unsure, please contact reception and Niran will direct your query to the best person.