

# Venue Hire

Burnie Brae Centre | 60 Kuran Street, Chermside

## MAIN HALL

265sqm + additional 65sqm (back of hall)

**Seated capacity** **200**

Inspections by appointment. Subject to venue availability.

## CASUAL RATES

Private Functions

**Main hall & rear hall** **\$65/hour**

**Main Hall only** **\$45/hour**

**Main hall, rear hall & side room**  
Including kitchenette and bar **\$110/hour**

**Table & chair hire** **\$100**

Please allow time for setting and packing up in your total hire time.

## BOND per event

**Low/medium risk** **\$250**

**High risk** **\$1,000**

*Applies to events that involve the serving of alcohol.*

Once the premises have been inspected after your event, your bond will be returned. You will receive the funds back into your nominated bank account (assigned in your contract) on the 15th or 30th of that month.

## REAR HALL ONLY

65sqm (13m x 10m) **\$40/hour**

**Seated capacity** **80**



## FEATURES

### Included

- Lectern and stage with lighting
- Air conditioning\*, ceiling fans, toilets and disability access

\* You will need to operate the air conditioning system; instructions will be provided.

### Fees apply

- Tables (50) and chairs (180)
- Kitchette including commercial oven, microwave, dishwasher, preparation kitchen/bar, instant boiling water and urn.

*Note: this is not a catering kitchen. Cooking utensils, pots/pans, servery, dishwashing liquid, cloths/tea towels are not provided.*

### Basic audio & visual equipment **\$200/day**

*Including a projector with screens, a microphone and speakers.*

## FEES & CHARGES

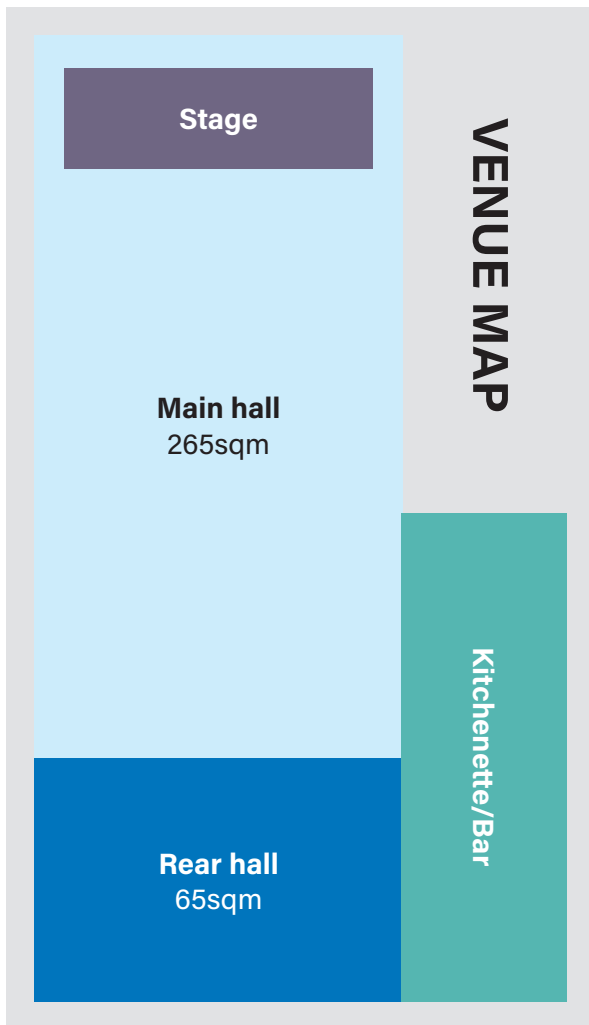
**There is a cleaning fee of \$190 for most weekend hire.**

We will confirm all applicable fees and charges at the time of booking. The contract will be sent to you for signing, and full payment is due at that time.

Please contact management for further information.

## ACCESSIBILITY & PARKING

The centre is accessible from the car park (70 car spaces) and street parking (both street level) via pathway access. We recommend visiting the venue prior to making a booking to ensure it meets your needs.



## CENTRE OPENING HOURS

Weekdays .....8am – 10pm  
 Saturday .....8am – 10pm  
 Sunday .....8am – 10pm

*Centre available to hire on weekends, subject to availability*

## SERVING OF ALCOHOL

If you are serving alcohol at your event, you must advise when booking. A high-risk bond (\$1,000) and \$160 cleaning fee are applicable. You are also required to submit a party safe registration with Queensland Police - [www.police.qld.gov.au/initiatives/party-safe](http://www.police.qld.gov.au/initiatives/party-safe) and provide your registration number to us prior to your booking confirmation.

If you are hiring the bar area, persons serving alcohol must hold a Responsible Service of Alcohol certification, which must be sighted prior to the event.

## CATERING OPTIONS

The hall kitchen is only used for serving, not preparation. You will be required to hire or bring your own cutlery and crockery.

If you organise to hire caterers or self-cater your event, this also constitutes a high-risk event, which incurs the \$1,000 bond. Hired caterers are required to view the premises prior to the event. Food trucks can be utilised and parked in the main car park.

## INSURANCE

Burnie Brae's public liability insurance only covers injury claims caused by the Burnie Brae building and facilities. We require all events that are not private functions to obtain adequate insurance of at least 20 million dollars for claims caused by your event preparations, decorations, attendees, activities or programs.

## NOISE RESTRICTIONS

Music/noise must cease at 10pm, due to the hall proximity to residential housing.

## PROHIBITED

- 18th and 21st celebrations
- Smoking in and within 5 meters of the building
- Open flames including, but not limited to candles, lanterns and smoke machines
- Decorations i.e. glitter, rice sand and confetti
- Affixing decorations that may cause damage i.e sticky tape, pins and tacks.



Submit your enquiry online, [burniebrae.org.au/hallhire](http://burniebrae.org.au/hallhire) or scan the QR code.

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