

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 \$60 / hour

Side Room + Bar \$45 / hour
including kitchenette

Main Hall + Rear Hall + Side Room
excluding kitchenette. \$80 / hour

Table & chair hire \$100

Please ensure that you have allowed
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.

FEATURES

Included

- > Lectern & stage with lighting
- > Air Conditioning, ceiling fans, toilets & disability access

Fees apply

- > Tables (50) & chairs (180)
- > Newly renovated kitchen - 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 \$160 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.

REAR HALL ONLY

65sqm (13m x 10m)

Seated capacity - 80

\$40 / hour

WEDDING PACKAGES

Main Hall \$60 / hour

Side Room + Bar & Kitchenette
\$45 / hour

Table & chair hire \$100

Cleaning fee \$160

Flexible space - ability to self-decorate
(contract conditions apply)

If you're looking to have your wedding in the Burnie Brae Park - you will need to enquire with Brisbane City Council to obtain the appropriate permit.

CENTRE OPENING HOURS

Weekdays
8am - 10pm



Saturday
8am - 11pm



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 and provide your registration number to us prior to your booking confirmation.

If you're 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 weekdays and 11pm on Saturdays, 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 in anyway that may cause damage such as sticky tape, pins and tacks.