



# LIGHT SPACE

## COCKTAIL EVENTS

Looking for an intimate venue for an engagement, birthday or celebratory soiree? Located in Brisbane's creative hub of Fortitude Valley, Lightspace is ideal for your special event.

Hatched from a converted warehouse Lightspace features polished concrete floors, designer bar, high character ceilings and a Japanese inspired outdoor terrace next to the railway line.

Click [HERE](#) to view our image gallery online.



# WHY CHOOSE LIGHTSPACE?

At Lightspace you have exclusive use of a beautiful warehouse venue with an incredible ambiance. You may select the music and decorate the space. We can hire the service staff or recommend caterers to suit. Plus we're only a short hike to the Valley for those that want to kick on afterwards.

## **The venue hire includes...**

- 4.5 hour function time
- Exclusive use of an incredible space
- Use of our onsite furniture, sound system, mic + projector
- Post-event cleaning
- Lightspace manager to oversee your event

PLEASE READ OUR T&C'S.

# VENUE

# VENUE HIRE

The venue hire allows you to engage your own licensed caterer, or choose one of the following options...

## FULL SERVICE CATERING

Our recommended caterers provide yummy food and professional staff. These are Zen Catering ([www.zencatering.com.au](http://www.zencatering.com.au)) and Wine N Dine M ([www.winendinem.com](http://www.winendinem.com)). Options start at \$45+GST per person for a 4.5hr package including service staff.

## FOOD TRUCK

Alternatively, why not have the food provided by an awesome food truck? Menus start at around \$20 per person and they can even serve inside the venue (depending on size). There's a list of Brisbane's best on this [link](#).

Drinks can be served by hired bar staff for \$39-\$46.50ph+GST each depending on the day of the week and number required.

## STAFF INDICATIONS

50-70pax: 2 Staff  
71-100pax: 3 Staff  
101-149: 4 Staff + 1 Security Guard.

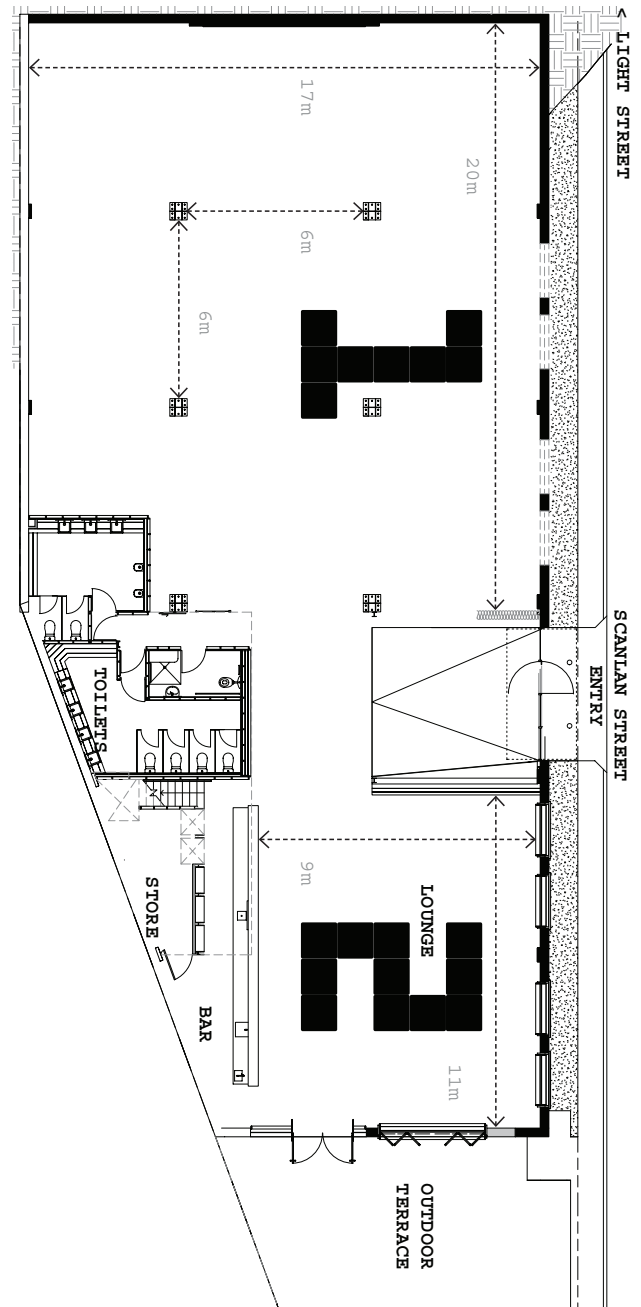
## DRINKS

Drinks must be purchased through the 'Lightspace Bottleshop'. Please ask for details.

## TIMINGS

- Events must conclude by 10pm Sun-Thurs, 11pm Friday + Saturday. Hire is 4.5 hours unless otherwise arranged
- Drink service must conclude 15 mins prior to close
- Events over 100 guests will require security guards to be hired at a rate of 1 per 100 guests
- Service Staff must start 30 mins prior to the event and remain to clear the bar area after the event (approx. 30-45mins)

Please read our T's and C's.



*An event at  
Lightspace is only  
limited by your  
imagination.*

*Our experienced and  
dedicated event  
coordinators will  
assist you in  
the planning and  
organisation of  
your event.*



BAR AREA



WELCOME  
TO  
LIGHTSPACE



CELEBRATE IN STYLE



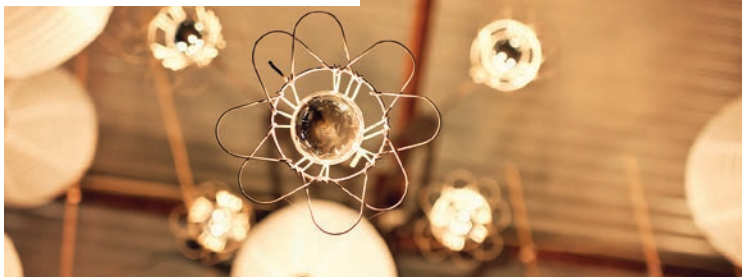
YUM!







CHANDELIER FEATURE



BATHROOM



ONSITE FURNITURE



# LIGHTSPACE FAQs

## CAN I SUPPLY MY OWN FOOD AND BEVERAGE?

Lightspace does not provide in house catering, so you can engage a licensed supplier. Otherwise our recommended caterers can provide yummy food and staff. Unless otherwise arranged, beverages must be purchased through Lightspace. Chin chin!

## WHAT IS THE CAPACITY OF THE MAIN SPACE?

Lightspace can host up to 450 cocktail style, 300 theatre style or 250 for sit-down dining. The spaces can be further divided for more intimate events using drapes we have onsite.

## WILL THERE BE ANOTHER PARTY ON THE SAME EVENING?

Nope! We only ever host one event at a time, so once you book, the space is all yours!

## PARKING?

There is no onsite parking for events at Lightspace, only a loading bay within the venue. Street parking is sparsely available during the day, but this clears out around 4pm, so there are normally plenty of spots available in Scanlan or Prospect Streets.

If you are hosting a small daytime event or meeting there is the possibility of arranging parking within the main space, which creates around a dozen car parks. Please ask us for details.

## CAN WE PLAY MUSIC?

Yes, we have equipment onsite so you can play your favourite tunes.

There is also a sound limit as we have neighbours across the road, so the volume is more than enough to have a great party, but not enough to wake the dead.

## WHAT AV EQUIPMENT IS INCLUDED?

We have a projector (fixed into the ceiling in the bar lounge), speakers, microphone and iPod jack for you to use. Anything else will have to be hired in. We can recommend trusted suppliers if necessary.

## HOW DOES SETTING UP AND PACKING UP WORK AT LIGHTSPACE?

When arriving at Lightspace, the venue will be set up with our onsite furniture and accessories. You can utilize and re-arrange however you like, or add your own personal touches.

For large corporate events the bump-out must occur the next morning as we can't load trucks and vans in the street late at night.

## WHAT TIME WILL I HAVE ACCESS TO SET-UP?

This is normally arranged depending on the amount of set-up required and whether we have an event the previous night, but generally access is allowed late morning/lunchtime for an evening event.

## CAN WE BRING IN OUR OWN DECORATIONS?

You can customize Lightspace however you would like, providing that any existing decor is not damaged in the process. No nails, screws or glue may be used.

## CLOSING TIMES?

As we have neighbours in close proximity all events must conclude by 11pm on Friday and Saturday nights, 10pm otherwise.

## ARE THERE ANY HOTELS NEARBY?

The Emporium Hotel is two minutes walk, Limes Hotel is approximately ten minutes. Otherwise we're only 5-10 minutes from the city via taxi.

## I'M READY TO BOOK! WHAT'S NEXT?

You may make a tentative booking at any time for free, however the date is only secure with the payment of a \$500+gst deposit.

## CANCELLATION

In the event of cancellation all venue hire payments will be forfeited, so please make sure you're ready to go when you lay your money down.