

The Hen House

-REHEARSAL STUDIOS-



HOST YOUR NEXT EVENT @ THE HEN HOUSE

Let our inspired artwork and incredible vibe be the perfect backdrop for your next warehouse event. From private parties (birthdays, engagements, hens/bucks nights and weddings) to corporate events (work christmas parties, fashion shows and team building exercises) We're perfect for anyone looking for a unique space to create a memorable event.

The Hen House Rehearsal Studios is tucked away in a beautiful warehouse in Osborne Park. We have excellent parking and can accommodate for up to 100 people. Our location in an industrial area is also great as we have no issues with noise restrictions.

VENUE HIRE : We typically hire the space on Saturday nights from 6pm to 1am. During the day equipment and supplies for the event can be dropped off between 12:30pm and 2:30pm. From 6pm the space is entirely yours and can be set up to your liking. Other days or nights are possible and will need a direct discussion with management.

SIZE : The Hen House can hold a maximum of 100 people.

FOOD & ALCOHOL : It is always our preference for events to be partnered with accredited catering/events companies. Our official partner is Ultimo Catering and they do an amazing job hosting events down @ The Hen House. Depending on the event we can also allow for you to organise your own food and alcohol. You are not allowed to *sell* alcohol at your own event under any circumstances.

PRICE : Our standard price for a basic event is \$750+GST - Fashion Shows, Weddings and Engagement parties will typically be priced a little higher depending on the amount of organisation required for the event.

BOND : A \$500 Bond is required for security in the advent of any damage to the premise. The Bond is refunded the day after the event. Please also send us your EFT Details so we can easily transfer the bond back to you.

NEXT STEP : Check out the space in person. The best times are 6pm Mon to Fri or 1pm Sat & Sun.

CONFIRMATION : If you are happy to proceed simply sign and send back the T&Cs form (attached below) - Your booking is confirmed once we have received full payment of venue hire \$750+GST (Equates to \$825) and the \$500 Bond. That is a total transfer of \$1325.00.

PAYMENT DETAILS : Name - The Hen House : Account - **575415557** : BSB - **016412** Please leave your name as the reference and date of event



Terms & Conditions @ The Hen House

Confirmation

- The booking is confirmed upon receipt of the full payment of the event space (\$825) and bond (\$500). By paying the event hire price you are agreeing to The Hen House rehearsal Studios Terms and Conditions. An additional Security bond may be required depending on the event.
- Security bond will be refunded after the function; less any incidentals or damage.
- The Hen House will be under no obligation to proceed with the function if the full payment has not received within 4 weeks of the events date.

Cancellation of a Confirmed Booking

- Written email notice is required.
- You will receive the full amount back if it is at least 4 weeks notice (28 days) before the event.
- You will forfeit 50% of the event fee for any cancellation under 4 weeks.
- You will forfeit 100% anything less than 7 days notice before the event.

Standard Event Timing

- Event Hire is agreed for a maximum of 7 hours.
- 6pm to 1am.
- During the course of the day you may liaise with The Hen House to drop off or set up any extra items for the night's event. Best time is between 12:30pm and 2:30pm. We will keep room 17 free for you to drop supplies.
- All gear, equipment and furnishings must be removed at 11am on the following day, to allow for the smooth transition of bands arriving at the studio at 12pm.

Food & Beverage

- All alcohol can only be consumed by patrons over the age of 18.
- Alcohol is not under any circumstances allowed to be sold at the event.
- Responsible service of alcohol is in the hands of the person hiring The Hen House and The Hen House takes no responsibility for the intoxication of patrons.

Damage To Property

- The client is responsible for the conduct of all guests and will take full responsibility for any damage to persons or property caused by client or guests and will pay incurred costs or cover any loss of business.
- We do not accept responsibility for damage to clients or guests while on the premises.
- Function organiser accepts all responsibility for any damage done to persons and property during the course of their function.
- The Hen House will not be held responsible for any damage or loss.

Security

- All security needed is at the expense of the client.
- 21st B'Day parties require security in order to go ahead. A receipt of payment and security company details are also required.

Underage Guests

- Underage guests are only permitted in The The Hen House if accompanied by a legal guardian at all times.

Miscellaneous

- The Hen House will NOT accept any responsibility for damage or loss or materials left on the property prior to, during or after an event.
- No open flames, Candles or Sparklers are permitted in The Hen House.
- Strictly no more than 100 guests allowed.

I agree to all of the terms above :

Signature

Full Name