



Event Name: Headbox - Anonymous Client
Event ID: 11389
Client Details: HeadBox
Contact on the Day: Sarah Mathieson
Powerhouse Contact: **Katelyn McKelvie**

Date: Friday, 29 November 2024
Access: 12:00 – 18:15
Event: 13:00 - 17:15

Plenary: Underground Theatre
Layout: Standard – maximum 200 guests

Catering: Turbine Platform
Layout: Cocktail

Networking Event: Pleasuredome
Layout: Cocktail

Pax: 200 for Conference, 400 for Networking

Room Hire			
Underground Theatre	Friday, 29 November 2024	13:00	\$1,495.00

Includes;
Venue Hire based on 5hrs
Access to a State-of-the-art sound and lighting rig
Accessible facilities
Lectern
Lounge, chairs, plants, carpet for staging
Turbine Platform for catering sessions (subject to availability)





Equipment Hire – Plenary
Friday, 29 November 2024, 13:00 - 17:15, Underground Theatre

Quantity	Description	Amount
1	Production Estimate – Equipment	\$1,325.00
	Includes; 1 x 6k Laser Projector 2 x Shure Dual Kit wireless mics (4 mic in total can be handheld or lapel) 1 x Laptops - content 2 x Vision foldback/vision preview 1 x HD 150 projection screen 1 x Rowland Vision Switcher Stage set including armchairs, coffee table, rug and plants	

Equipment Hire – Catering
Friday, 29 November 2024, 13:00 - 17:15, Underground Theatre

Quantity	Description	Amount
1	Table Risers	Included
2	Black Linen 325x225	Included
2	Table Cafe Solid Timber (TBP)	Included
2	Trestle Table Black Heavy	Included
6	Luxxbox - Tan Rune Lounge	Included
8	Dry Bar Wooded Top	Included
24	Stool Orange Padded Bar	Included





Catering
Friday, 29 November 2024, 13:00 - 17:15, Underground Theatre

Quantity	Description	Amount
200	Half Day Conference Package Includes morning tea & lunch served with refreshments of tea & coffee (based on 4 hours of service)	\$12,100.00

Pleasuredome Package
Friday, 29 November 2024, 18:00 - 22:00, Pleasuredome

Quantity	Description	Amount
400	Stand Up Affair Package @ \$150.00pp Standard Venue Inclusions; <ul style="list-style-type: none">- Venue Hire based on 6hrs- 5m x 4m stage- State of the art sound and lighting rig with stage wash & PA system- Purpose built bar & Full service kitchen- All gender bathrooms & accessible facilities- Temperature controlled environment- Venue signage- Lectern- Cocktail Furnishings- Dedicated Event Planner- Food and Beverage Inclusions <ul style="list-style-type: none">- 4-hour cocktail package that includes 3 cold + 3 hot canapes, 2 substantial items- 5-hour house package that includes Tyrell's Moores Creek, Sparkling, Sauvignon Blanc & Shiraz, Backyard Crisp Lager, Hi-Fi Dry Japanese Lager, Coke, Diet Coke, Lemonade, Orange Juice, Sparkling Water	\$60,000.00





Personnel
Friday, 29 November 2024, 13:00 - 17:15, Underground Theatre /Turbine Platform – Bump In & Bump Out

Role	Start Time	End Time	Activity	Amount
LX Operator	07:00	17:00	LX pre rig & power runs, patch & focus, operate & bump out	\$747.50
SND Operator	07:00	17:00	Bump in PA, console, run lines, sound check, operate & bump out	\$747.50
Stage Manager	09:00	15:00	Power up, operate and power down	\$390.00
Usher	09:30	14:30		Included
MX Crew	08:00	12:00	Stage & Turbine Platform set	\$260.00
MX Crew	15:00	19:00	Return platform & Underground Theatre to standard	\$260.00

Friday, 29 November 2024, 18:00 - 22:00, Pleasuredome – Bump In & Bump Out

Role	Start Time	End Time	Activity	Amount
LX Operator	12:00	24:00	LX pre rig & power runs, patch & focus, operate & bump out	\$1,040.00
SND Operator	12:00	24:00	Bump in PA, console, run lines, sound check, operate & bump out	\$1,040.00
SITE Manager	12:00	24:00		Included
Event Security	17:30	22:30		\$700.00



Estimated Event Total

Venue Hire Fees	\$1,495.00
Internal Equipment Hire	\$1,325.00
Catering Requirements	\$72,100.00
Security	\$700.00
Technical Crew	\$4,485.00

EVENT TOTAL **\$80,105.00**

Deposit required to secure **\$16,021.00**

BOOKING NOTES

- The above costing is an estimate only and actual costs may differ from the above if the scope of the event is altered.
- Staffing charges have a four hour minimum call, time and three-quarters (175%) after 8 hours, double-time and a quarter (225%) after 10 hours and any time after midnight or before 7am and double time on Public Holidays. Double-time and a quarter (225%) applies on Sundays.
- All enquiries in our public facing spaces are required to go through an internal approval process before we can confirm. The first stage of this happens on a Friday morning with a final sign off on a Wednesday morning. If you would like me to begin this process please advise in writing.
- Labour will be charged as actual hours worked as per staff timesheets. (Minimum 4-hour call per staff member as per the Live Theatre and Concert Award).
- If crew are cancelled with less than 24 hours' notice a minimum 4 hrs call per crew member will be payable as per the Live Theatre and Concert Award.

VIRTUAL TOUR

Your chance to get behind the scenes - Brisbane Powerhouse Highlights Tour

[Visit - Brisbane Powerhouse](#)

[Riverbend Terrace Virtual Tour](#)

[Park Mezzanine Virtual Tour](#)

[Graffiti Room Virtual Tour](#)

[Underground Theatre Virtual Tour](#)

BOOKING TERMS & CONDITIONS**Securing your booking**

A quotation will be issued to outline all estimated charges associated with your event, including but not limited to venue hire fees, equipment hire, catering and beverage costs. On approval of the quotation by the Hirer, the Venue will forward the initial invoice for payment and the Venue Hire Agreement herein. The venue and date of hiring will be secured upon receipt of payment of the Initial Invoice based on the deposit amount outlined in the quotation and an executed Venue Hire Agreement.

Catering:

Catering is provided by our exclusive caterer Wine & Dine'm Catering.
Menu prices are subject to change per calendar year

Special Note:

- Please ensure all electrical equipment including band equipment is tested and tagged by a qualified professional. Failure to do so will result in equipment removal from the venue.
- No adhesives can be applied to any walls or surfaces within Brisbane Powerhouse

WAYS TO TRAVEL TO BRISBANE POWERHOUSE

BRISBANE POWERHOUSE PARKING

There are 148 car park spaces including six designated accessible parking spaces for permit holders in our car park. Our car park operates 24/7 where parking can be paid for at the automatic pay station located adjacent to the car park, or on exit. You can pre-pay for the \$12 flat rate for parking after 5pm.

RATES

For less than 30 mins, parking is free at Brisbane Powerhouse. The car park will operate 24/7 as a self-service, pay on exit solution. It is a cashless solution that can be paid at either automatic pay stations located adjacent to the car park or at the exit. Please note: day is defined as 3:00am to 2:59am

Time	Rate
Less than 30 mins	FREE
30 mins – 3 hours	\$7
3 hours – 12 hours	\$9
Night rate – flat rate from 5pm	\$12
Lost ticket	\$20

NEW FARM PARK

New Farm Park offers more than 200 free car parking spaces.

During busy periods we open a one-way link road **Wed-Sat** from 5pm which connects to New Farm Park from our car park.

New Farm Park gates open **Mon–Fri 8.30am–11pm** and **Sat + Sun 6am–11pm**. Exit gate open until 12.30am.

PUBLIC TRANSPORT

The 195 and 196 bus services stop at the end of Brunswick Street at Oxlade Drive, on the East side of New Farm Park. The 199 bus stops at Merthyr Road and Hawthorne Street. Both stops are a short walk away from Brisbane Powerhouse.

CITY CAT

The New Farm Ferry Terminal is located approximately 200 metres from Brisbane Powerhouse, with services every 30 minutes until midnight.

For more information on public transit schedules and stop locations visit translink.com.au

NEW FARM RIVER HUB

The [New Farm Park River Hub](#) is located on the river directly in front of Brisbane Powerhouse with easy vessel access for tour boats, kayaks, canoes and recreational vessels.

RIDE

Brisbane Powerhouse is very conveniently located on the Newstead-New Farm Bikeway, which connects to the city centre via the New Farm Riverwalk.

There are secure bike racks outside of the Stores and Turbine buildings so you can ride to the door.