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XO, the perfect blank canvas for your next event. Perfectly equipped to host impressive product launches, private celebrations or unique fashion shows.

[xostudios.com.au/events](https://xostudios.com.au/events)

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# EVENTS BY XO





With original warehouse features, 330m<sup>2</sup> of open floor space, adjoining kitchen with SMEG appliances, private courtyard, an abundance of natural light and easy drive-in access, XO is the perfect space that invites you to push the boundaries.

#### WE ARE ABLE TO CATER FOR

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- Product launches
- Corporate events
- Fashion launches
- Pop-ups
- Private Celebrations

Our team and preferred suppliers can help you create your perfect event from catering, and furniture hire through to full event styling.

With catering, furniture hire and styling available, our team are available to help turn your vision into a reality.

**Contact us for more information:** [events@xostudios.com.au](mailto:events@xostudios.com.au)

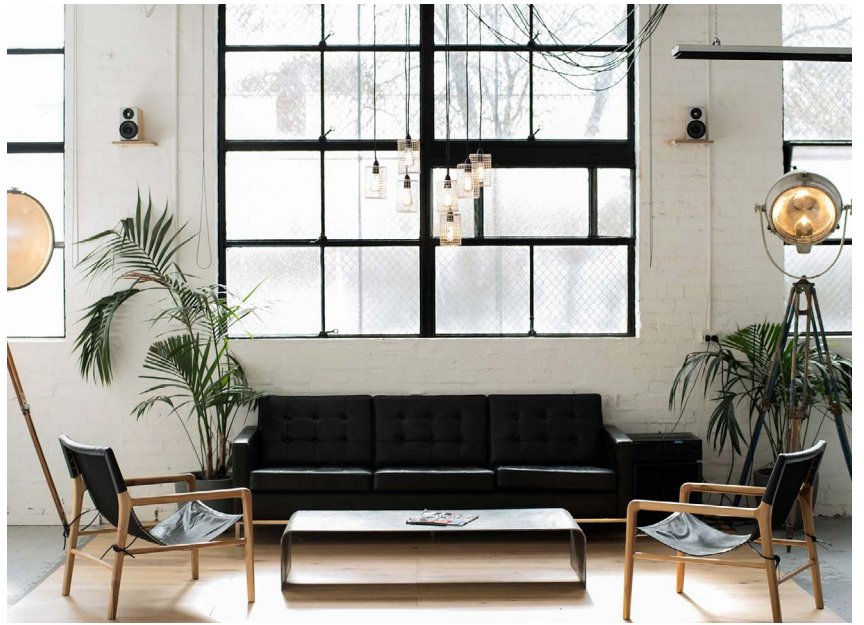






Located just 15 minutes from the CBD and 20 minutes from the airport, XO is perfectly equipped to host impressive product launches, private celebrations or unique fashion shows.





## CAPACITY

Standing / Cocktail	150
Theatre Style	120
Block	80
U-shape	60

## EVENTS COME INCLUSIVE OF

- 330sqm Studio 1, Cyclorama
- Fully functional kitchen: Studio 2 (incl. appliances, serving implements and some cutlery / crockery)
- T2 Tea and St Ali Coffee station
- Southern courtyard access
- 6 speaker SONOS surround sound music system, incl. Premium Spotify
- All venue furniture (10 x trestle tables, 2 x dining tables, 1 x bar, 2 x couches with coffee tables, 8 dining chairs)
- 1 x XO staff member
- 1 x Security staff member
- Professional cleaning service, pre and post-event

## EXTRAS

- Sparkling Water tap (unlimited) POA

## RATES

- Full day (8hrs)
- Extended day (12hrs)
- Additional Hours (per hr)





## CHAIR HIRE

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- Please speak with our Events Manager for quotes.



**150** Standing



**120** Theatre



**60** U-Shape



**80** Block

## AV HIRE

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AV equipment available on request.

## XO STAFF MEMBERS

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- Additional Staff member \_\_\_\_\_ POA
- Additional Security member \_\_\_\_\_ POA

## RUBBISH REMOVAL

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- Please note that xostudios does not have space for trash removal, but can provide a full trash removal service for a flat rate.

## FURNITURE HIRE

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Please speak with our Events Manager for quotes.

## WALL FLATS

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- Per flat \_\_\_\_\_ POA

*Freshly painted white*

*Custom colours available at an additional charge*

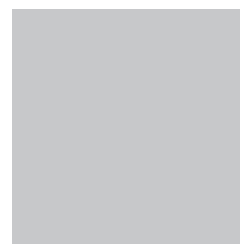
## WINDOW FLATS

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- Perfect for photo booths (Per flat) \_\_\_\_\_ POA



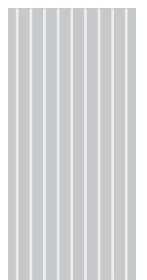
**Wall flat**  
1220x2440mm  
6 available



**Large wall flat**  
2400x2400mm  
1 available

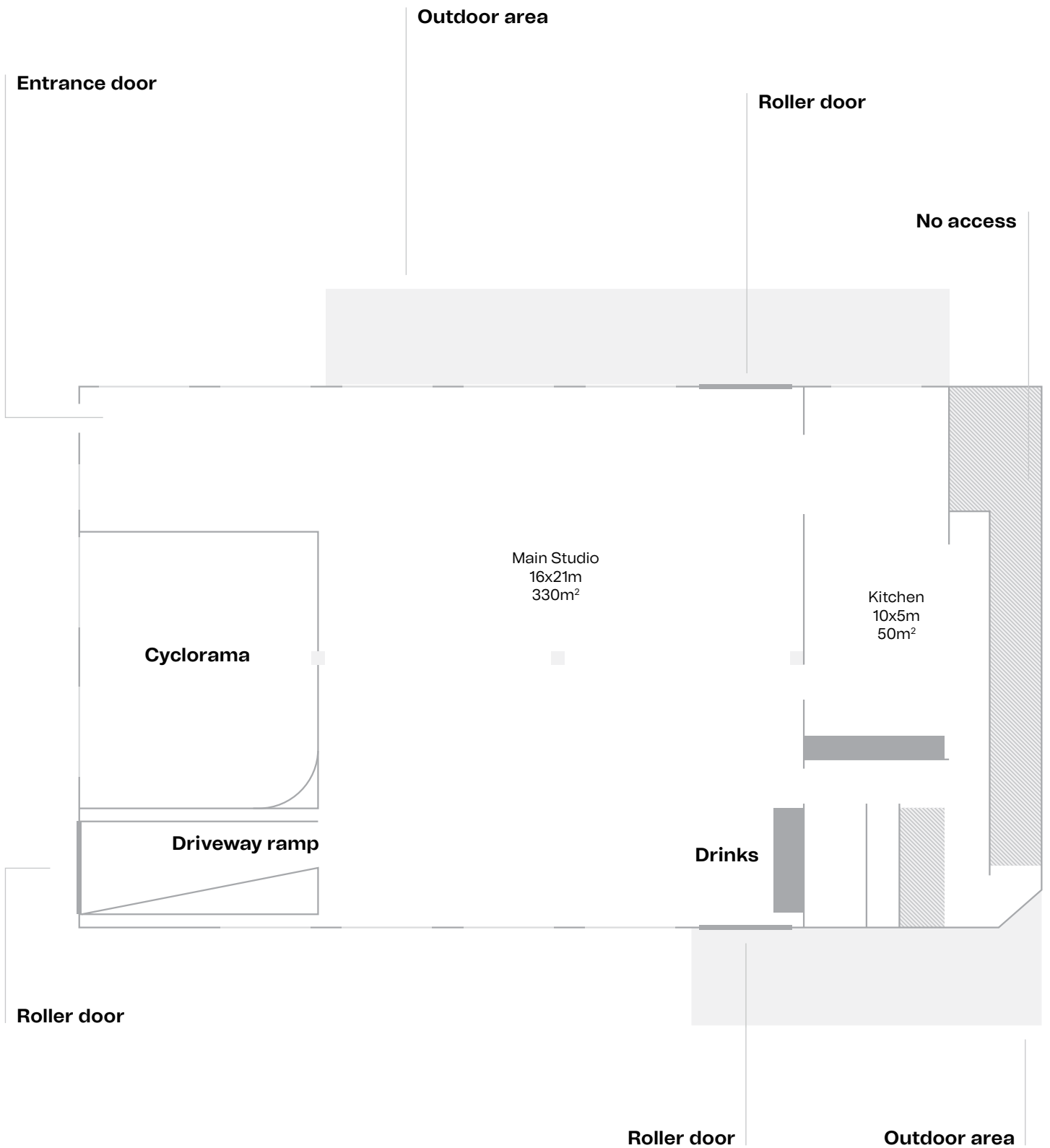


**Window flat**  
1200x2700mm  
2 available



**Groove flat**  
1200x2700mm  
2 available





## PARKING

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Free all day parking is available on Donald Street, approx. a 1 minute walk from the studio. Please advise guests to park here and not on Lincoln Street.

**Parking – Lincoln Street – This is a 2 hour zone.**

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**Parking – Donald Street – This is all day parking and is where we recommend to park.**

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**Public Transport – The number 1 and number 6 trams are within a 5 minute walk from xostudios.**

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## CONTACT US

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For more information or to arrange a site visit, please contact us using the below details.

**Email:** [events@xostudios.com.au](mailto:events@xostudios.com.au)

**Phone:** +61 3 9386 4590



## TERMS

### Deposit

As standard, a non-refundable deposit of 50% of the venue hire is required within 14 days of booking.

### Final payment

Represents the total cost, less the deposit, and a \$1,000 security bond is due 14 days prior to booking date due via direct debit or credit card. A pro forma tax invoice is included in your confirmation for full pre-payment options based on the minimum numbers of event.

If you elect to pay by credit card you will incur a 3% PayPal transaction fee. This may be invoiced to you separately post-payment.

### Attendance numbers

Xostudios has a maximum capacity of 150 guests. If your numbers exceed the maximum capacity your event will be cancelled and it will be treated as a cancellation (see cancellation terms & conditions).

### Cancellation

We would be disappointed if your event was to be cancelled. However, we realise circumstances occasionally make this necessary. Cancellation of events must be advised in writing.

If the Event is cancelled, the following conditions will apply:

**Notice of 3 months or more:** Your deposit is non-refundable (see date change clause below).

**Notice of 3 months or less:** A further cancellation fee equal to 20% of the total value of the event, will be made at the discretion of Studio Management and will be payable immediately upon request. Xostudios is not responsible for the cancellation of the event due to any reason beyond its reasonable control including industrial dispute.

**Notice of 2 months or less:** In the event of a cancellation made within 60 days of the event full room hire will be charged along with 50% of additional items such as catering, furniture hire and entertainment.

**Notice of less than 1 month:** In the event of a cancellation made as late as less than 1 month to the function date, full payment of the estimated cost of the event will be incurred.

### Change of date

We understand that you may need to change the date of your event. We will attempt to fit in with any changes of date where the space is available. Your deposit will be rolled over for the new date, subject to availability, and only on one occasion. If the requested dates are not within 30 days of the original dates booked, then the change will be treated as a cancellation (see cancellation terms & conditions).

### Food and alcohol service

By signing this contract, the Client agrees that xostudios is not responsible, in any manner, for any claim, illness or other damage arising out of the food and/or alcohol supplied to patrons by the Client.

On this basis the Client is releasing xostudios from any liability arising in relation to food prepared, alcohol served and brought to the venue externally.

Xostudios does not hold a liquor license. It is the responsibility of the Client to ensure that any external suppliers contracted by the Client hold the appropriate and required licenses to operate in a public forum.

Guests may be required to show photo identification as proof of age before entering the Function Venue. If a guest is unable to provide acceptable identification, entry may be denied at the discretion of xostudios management and the Client.

### Preventing damage

The Client is financially responsible and agrees to indemnify xostudios for all damage sustained to the premises and its grounds during an event as an action of invitees and or guests of the organiser.

Although accidents often happen, damage to our studios can easily be pre-vented by good communication between your organiser and our team when arranging posters and displays. If necessary, repair or replacement charges may be passed on and/or deducted from your security bond, or invoiced requiring immediate payment.

No staples, sticky, blu-tac or masking tape, glues, pins, or velcro on the walls, windows and doors in the event rooms and surrounding areas.

### Conduct of event

The Client agrees to begin its Event at the Scheduled time and agrees to have it's guests, invitees and other persons vacate the designated event space at the closing hour indicated on their contracted invoice. If xostudios has reason to believe that the event or any part of it will effect the smooth running of the business, it's security or reputation, as well as the security of xostudios' neighbours, Management reserves the right to cancel the Event or any part of it at it's discretion and without notice or liability. The Event shall be conducted in all respects in an orderly and lawful manner and in accordance with the conditions attached to the Licences granted pursuant to the Liquor Act 1982. Xostudios reserves the right to terminate the event immediately in the case of any costs, damages or expenses whatsoever arising from such termination. Xostudios reserves the right to exclude or remove any and all undesirable persons from the premises without liability.

The Function Venue is within a residential area and must abide by strict residential noise restrictions. Upon signing of this agreement the Client agrees to abide by the following restrictions: all outdoor areas to be closed by 9.00pm and for the Function Venue itself to be empty of all guests no later than 10.30pm. No amplified music (such as bands, drums, DJ's, etc.) shall be permitted without the permission of xostudios management in advance and all music is to be turned off at strictly 10pm. Management has the right to terminate a Function earlier than the aforementioned

times if these noise restrictions are not being met. It is the responsibility of the Client to ensure that the Function Venue is to be locked and secured at all entry and exit points as well as the alarm set. Failure to do so will incur penalties.

At the conclusion of the Function the Client must vacate the Function Venue within the Agreed Times. The Client must also remove from the Function Venue all goods, property or material brought in by or on behalf of the Client. Xostudios will not assist with storage of items for the Client before or after the Function Date, unless otherwise agreed to by Management. Xostudios has the right to destroy any goods, property or material brought in by or on behalf of the Client and which is not removed at the end of the Function Date.

### Client's indemnity

The Client is liable for and hereby indemnifies xostudios from and against all actions, claims, demands, losses, damages and expenses for which xostudios shall or may be or become liable or suffer in respect of: damage to the Function Venue or any xostudios' property or equipment arising out of or in the course of the Function, except to the extent it arises from the negligence or default of xostudios; injury to or death of any persons arising out of or in the course of the Function, except to the extent it arises from the negligence or default of xostudios; and any breach of any term of this Agreement by the Client.

### Exclusion of liability

Xostudios accepts no responsibility for any loss or damage to the property of the Client or any third party. The Client and its guests must take sole responsibility for the safety and security of its/their property and for guarding against the risk of theft of or damage to property. Xostudios expressly excludes all liability for indirect, incidental and consequential loss and dam-age of any type including loss of profits and loss of revenue. To the fullest extent permitted by law, xostudios' liability under this Agreement is limited to any one or more of the following as xostudios' determines in its absolute discretion: in relation to services, the re-supply of the services or payment of the cost of having the services re-supplied; or in relation to goods, replacing or repairing the goods or supplying an equivalent item, or paying the costs or replacing, repairing or hiring an equivalent item.

### General

This Agreement and the Invoice sent to the Client from xostudios contains the entire agreement between the parties with respect to its subject matter and replaces all previous agreements, arrangements and understandings.

In the event of any inconsistency between this Agreement and the Invoice, this Agreement takes priority. This Agreement can only be amended or varied with the written consent of both parties.

This Agreement is governed by the laws of the Country and the parties submit to the non-exclusive jurisdiction of the laws of the Country.