




CITY  
BEACH  
VENUE

CITY OF PERTH 



the perfect  
venue



right on  
the beach.

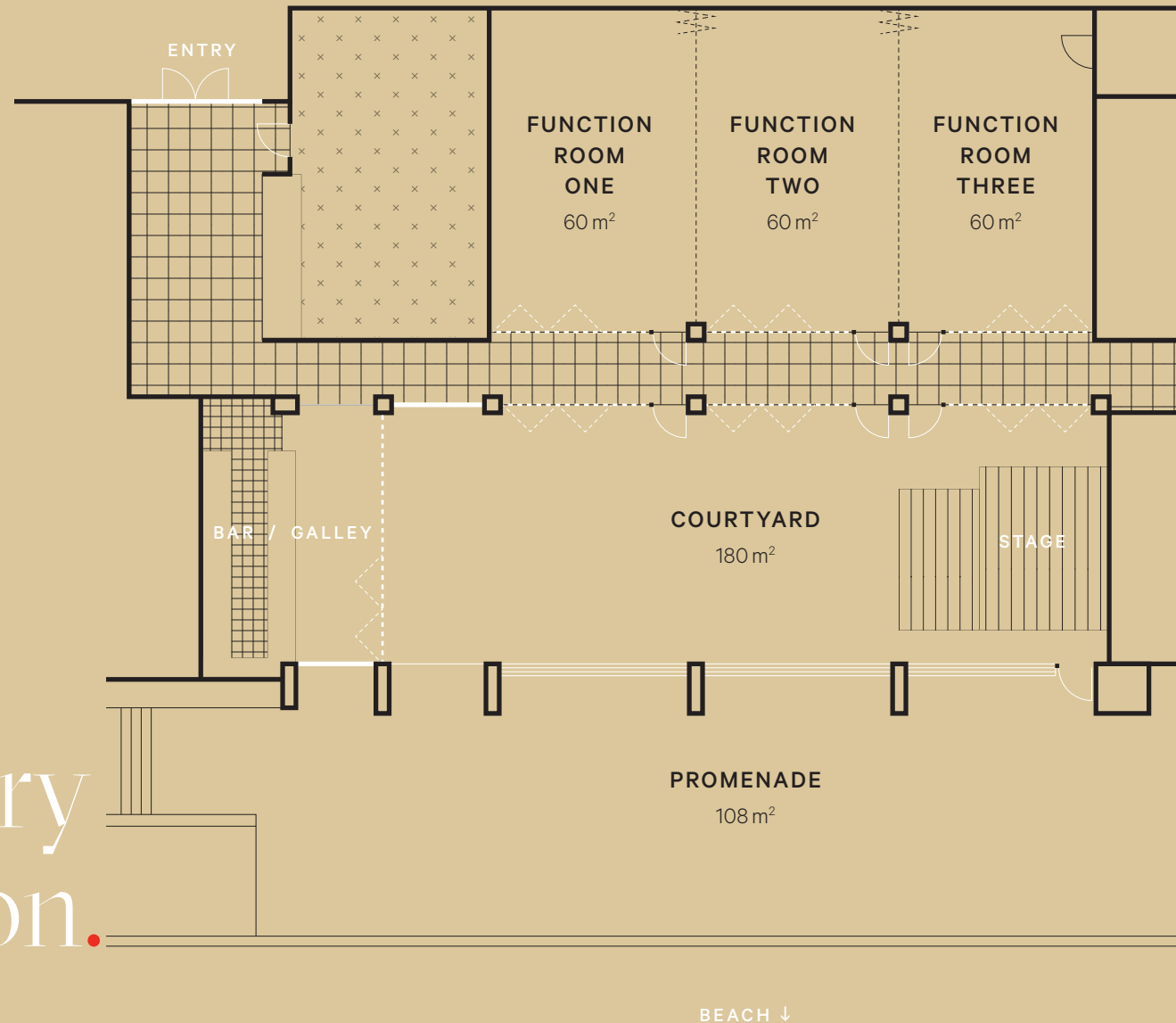
Sitting on the doorstep of Perth's City Beach with uninterrupted views of the Indian Ocean, our venue is the perfect backdrop for your special event.

Boasting glorious sunsets, rolling waves and endless white sands, our venue is truly special — unlike any other. Located within the City of Perth Life Saving Club, City Beach Venue can be booked in several ways depending on the needs of your special event.

# a range of flexible spaces

With an open-air courtyard,  
ocean-front promenade and three  
function rooms only a few steps  
from the water, book the spaces  
that suits your function.

# for every occasion.



# the courtyard.



- Celebrations
- Cocktail parties
- Corporate functions

- Special events
- Weddings

○○○○  
| | | |  
STANDING GUESTS\*  
**150**

○○○  
| | |  
SEATED GUESTS\*  
**100**

\* Approximate only

# the function rooms.

Our function rooms can be configured in a number of ways to suit the needs of your next corporate event or team building exercise, or a blank canvas to celebrate a new milestone.

○○○○  
| | | |  
STANDING GUESTS\*  
**150**

○○○  
— — —  
SEATED GUESTS\*  
**100**



- Celebrations
- Cocktail parties
- Conferences and training
- Corporate functions
- Exhibitions
- Special events
- Weddings



\* Approximate only

# event space hire.



## SPACE.

	SIZE*	AREA*	COST†
Function Room — 3 rooms	18m × 10m	180 m <sup>2</sup>	\$ 195 per hour
Function Room — 2 rooms	12m × 10m	120 m <sup>2</sup>	\$ 130 per hour
Function Room — 1 room	6m × 10m	60 m <sup>2</sup>	\$ 65 per hour
Courtyard	18m × 10m	180 m <sup>2</sup>	\$ 195 per hour
Promenade (requires Council approval)	18m × 6m	108 m <sup>2</sup>	Only available when booking the courtyard

City of Perth SLSC Members (yearly current active members only) receive a 15% discount on venue hire.

\* Approximate only

† Minimum three hours

## INCLUSIONS.

- 100 white chairs
- 16 trestle tables (1.7m long)
- 2 75-inch smart TV with HDMI capability (function room hire only)
- HDMI cables
- Set up of Club items (any furniture outsourced will have to be set by the company or stylist)
- Fixed courtyard stage (upper level 5.4m × 4.1m, lower level 4.5m × 1.9m)

## COURTYARD FURNITURE.

- 6 white high bar tables with 4 stools each (1.4m long × 1.0m high)
- 2 white long low tables (2.1m long × 0.9m high)
- 3 white square tables (0.9m long × 0.9m high)
- 7 high top round bars
- Wi-fi connection

exclusive  
use



### Wedding Day Package Special

Venue hire, bar staff,  
floor plan set up and  
rehearsal

\$ 4,500

### Celebratory Day Hire Rate

Venue hire for the day  
9am—12am  
(bar staff additional)

\$ 3,000

### Corporate Day Hire Rate Special

Three function rooms, courtyard  
for morning tea and lunch,  
available from 8:30am—5pm

\$ 1,500

function  
packages.

# food and drink.

We work with a number of preferred catering and event partners if you need assistance.

Or you can bring in your own event planner and let them bring your dream event to life.

Acclaimed Catering	<a href="http://acclaimedcatering.com.au">acclaimedcatering.com.au</a>
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Creations By Ros	<a href="http://creationsbyros.com.au">creationsbyros.com.au</a>
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Mary Street Bakery	<a href="http://marystreetbakery.com.au">marystreetbakery.com.au</a>
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Mi Scusi	<a href="http://miscusifood.com.au">miscusifood.com.au</a>
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North Street Store	<a href="http://northstreetstore.com.au">northstreetstore.com.au</a>
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Seven Oaks	<a href="http://sevenoakscatering.com.au">sevenoakscatering.com.au</a>
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The Old Laundry	<a href="http://theoldlaundry.net">theoldlaundry.net</a>
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Ultimo Catering	<a href="http://ultimocateringandevents.com.au">ultimocateringandevents.com.au</a>
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The bar is operated by the City of Perth Surf Life Saving Club.

We can serve the entire drink list, or you can select the drinks list you want us to serve. The following fees will apply to your event:

## **1—90 PAX**

1 × Bar manager \$55 per hour

1 × Bar staff \$40 per hour

## **100—300 PAX**

1 × Bar manager \$55 per hour

2 × Bar staff \$80 per hour

1 × Security \$55 per hour

Please note external alcoholic and non-alcoholic beverages cannot be brought into the Club.

# frequently asked questions.

## **Can I book a package or book by the hour?**

You can either book by the hour, which is a 3-hour minimum, or choose a package deal — we can quote on both if required. The price is determined by which spaces / rooms you hire.

## **How do I confirm the date?**

To confirm a date, we require your booking form, and deposit payment which is 50% of room hire charge. The rest of the outstanding amounts are due one month prior to the event.

## **When do we require final details for your event?**

Final details for the event must be submitted one month prior, any changes to hourly rate, staffing, or bump in and out times will be adjusted and invoiced prior to the event.

## **Is there a bond?**

All functions that have alcohol will be required to pay a \$1,000 bond.

This will be refundable to your nominated bank account in the following week to your function if the venue is left in the same condition as entered.

## **What are the staff charges?**

Refer to the previous page for pricing. The staff charges start at the same time as the agreed bump-in.

All Bar staff must be employees of the City of Perth SLSC. An approved manager must be present at all events, even if it is a non-alcoholic event, in accordance with City of Perth SLSC liquor licence.

## **What happens if I want to cancel my event?**

A full refund will be given if the date is before 90 days of the event. If the cancellation occurs between 30—90 days, 50% of the deposit will be held. If the cancellation occurs less than 30 days prior the deposit is non-refundable (please see our terms and conditions).

## **What are the venue hours?**

The venue can be booked from 8am on weekdays and 9am on weekends.

Licence times and bar closing time is 12am. Last drinks will be called half an hour prior to the event finishing.

## **What time can I access the site?**

You (including suppliers) can access the site as per the agreed bump-in time. Attempted access outside of the confirmed times will not be granted.

## **Are caterers allowed on site?**

Yes, but they must bring their own equipment as we do not have a commercial kitchen. See our list of preferred suppliers on previous pages. All caterers must adhere to Club rules and regulations and hold relevant insurance.

## **Can I decorate the space?**

Certainly! But please note Blu-Tak or nails / tacks are not permitted on our walls.

All candles must be enclosed in a vessel (no glass on promenade). Open flame lamps are not permitted and no fireworks / sparklers are permitted on site.

Balloons are to be tethered securely and must be taken off site after the event. We do not allow confetti or glitter on site.

All hanging decorations / flowers must be discussed with the Function and Event Manager prior to the event.

**Do you set furniture or decorations?**

We are happy to set up our own Club furniture, but any hired furniture and decorations must be setup by yourself or the supplier. Please make sure you have allocated enough time to set up.

**Can I bring in my own alcohol and what are the rules for a function with alcohol?**

BYO alcohol is strictly prohibited due to our liquor licence.

If you wish to include drinks not on our drinks menu, this can be done by a special order. We do charge a 100% mark up on the cost of the items which will be invoiced prior. Any special order will have to be placed three weeks prior to the event.

Any guest that acts outside our liquor licensing rules and regulations will be asked to leave the venue.

No under-age guests will be served alcohol and must be always with their legal guardian and or parent during the function or event.

**What are the rules for the promenade?**

The use of the promenade is included with booking of the courtyard, however promenade approval must be granted prior from the council — we will organise this for you. Note only plastic glassware is allowed on the promenade.

**Can I take photographs and videos on site?**

Yes, you can take videos and photos. If the photos are of our staff, Club members or Nippers, permission must be acquired prior.

**Can I leave items on premises?**

While we take due care, City Beach Venue has no responsibility for any items left on premises.

**Can I bring in electrical items/ safety gear on premises?**

Any powered items and safety gear must be tested and tagged within the last 12 months to be on site. This includes any lighting and power boards.

**Do you have wheelchair accessible toilets?**

We have wheelchair accessible toilets, large male and female toilets including change spaces and a family change room.

**Is there parking?**

There is plenty of council parking around our venue. Any questions or queries regarding parking can be directed to the Town of Cambridge.

**Is there a cleaning charge?**

Basic cleaning is included in room hire, however any mess beyond basic will be charged for or taken from any bond paid. This includes toilets and surrounding Club areas.

We are happy to answer any more questions or queries you might have, please get in touch!



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BEACH  
VENUE

Host your next event  
on the doorstep of the  
Indian Ocean.



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w — [cityofperthslsc.com.au/venue-hire](http://cityofperthslsc.com.au/venue-hire)  
i — @citybeachvenue

get in  
touch.

CITY OF PERTH 