



Luggate Memorial Centre

Whare Mahana



10 HOPKINS STREET, LUGGATE 9383



QUEENSTOWN
LAKES DISTRICT
COUNCIL

Luggate Memorial Centre is the first **passive house community facility** in NZ and overlooks a reserve. The centre can be set up for a variety of events and offers **customisable spaces**.

The venue features a main hall, meeting room with kitchenette, bar and commercial kitchen.



Venue details

| | |
|-------------|--|
| Event Types | Team building / Sporting activities / Weddings / Private functions / Meetings / Community classes (e.g. dance, yoga, boot camps) |
| Hire Times | 8.00am to 12.00am |
| Capacity | Cocktail 230 / Theatre 200 / Banquet 100 / Meeting room 20 |
| Floor Area | Hall: 219m ² Meeting room: 29m ² |



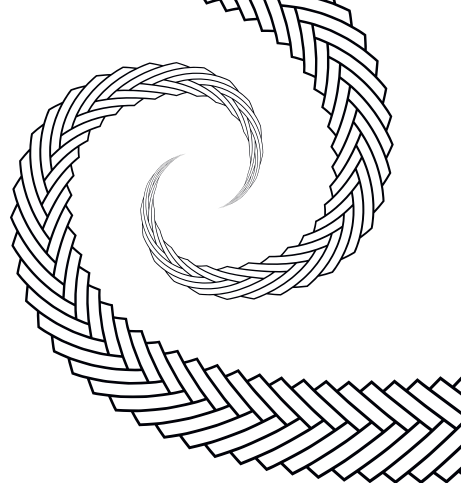
Amenities

WHAT'S INCLUDED?

- » Option to hire the entire or part of the venue.
- » Hire of venue chairs (maximum 120).
- » Hire of 1.8m rectangle trestle tables (maximum 10).
- » Hire of commercial grade kitchen equipped with double fridge/freezer, commercial oven with convection hob, commercial dishwasher.
- » Hire of bar with oven, cook top and fridge, instant hot water, and microwave.
- » Audio with AUX connection / wireless microphone.
- » All electricity charges, including heating.

WHAT'S NOT INCLUDED?

- » Rubbish pick up and disposal off-site.
- » Recycling bins.
- » Placement of all seating and furniture (also furniture reinstatement ready for cleaning post event).
- » Audio-visual and production equipment.
- » Appointment of caterer & theming.
- » Hire of all food and beverage equipment (incl. plates, glass, cutlery etc.).
- » All staffing requirements, including security and fire wardens / attendants.
- » All health & safety requirements.
- » All necessary licenses and permits.
- » All charges relating to a call out by fire service or use of extinguisher on-site.
- » Hire of additional tables and chairs.
- » Applications for special licensing if selling alcohol.
- » Any other requirements as detailed in venue hire instructions.





Pricing

| | COMMUNITY | STANDARD | COMMERCIAL |
|--------------|-----------|----------|------------|
| WHOLE VENUE | | | |
| Hourly | \$25.50 | \$63.50 | \$113.00 |
| Half day | \$115.00 | \$286.00 | \$466.00 |
| Full day | \$196.00 | \$507.00 | \$803.00 |
| MEETING ROOM | | | |
| Hourly | \$13.00 | \$35.00 | \$52.00 |
| Half day | \$57.50 | \$153.00 | \$222.00 |
| Full day | \$95.50 | \$250.00 | \$381.00 |
| KITCHEN | | | |
| Per Use | \$36.00 | \$92.00 | \$138.00 |

Community pricing reflects registered charities and community organisations, standard hire includes private hires and our commercial rates are for businesses looking to hire our venues.

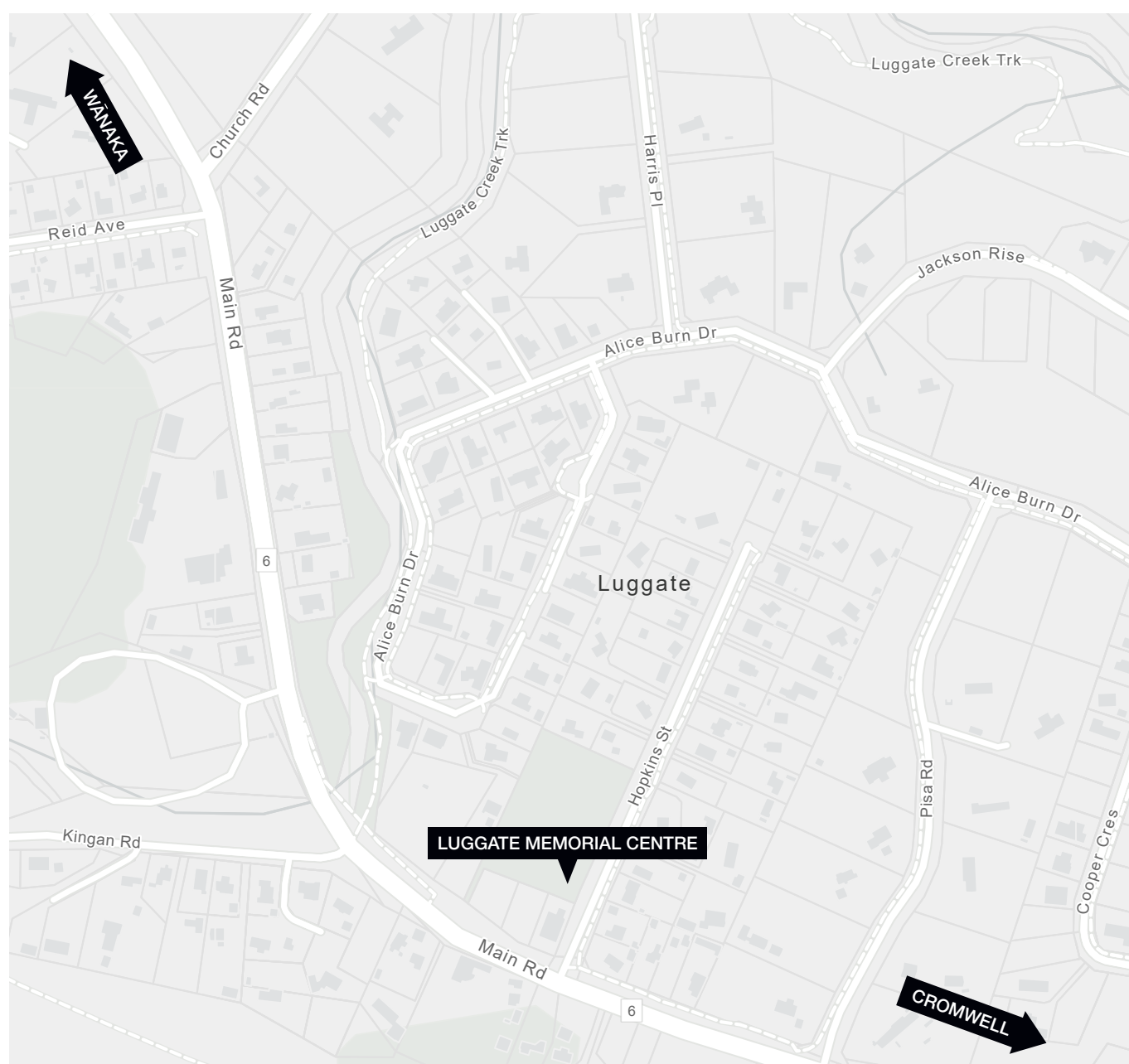


Parking and Transport

There is a car park on-site.

Location

10 Hopkins Street, Luggate 9383.



Sustainability

The Queenstown Lakes District plays host to a range of local, national, and international events, set amongst a spectacular alpine backdrop. Events of all shapes and sizes offer a range of economic, cultural, and social benefits for the district, but without careful planning can also have negative environmental impacts, including generation of waste and Greenhouse Gas (GHG) emissions. Reducing your event waste and GHG emissions doesn't need to be difficult, **we've got guides, templates and checklists** to help you and our friendly venues staff will always be there to give advice.

FAQ's

» Is Wi-Fi available?

QLDC has a 'Public' Wi-Fi network available to all guests. If you have special Wi-Fi requirements such as streaming or require a large amount of data then speak to the Venue Manager.

» Do we offer catering services?

No, but we can recommend caterers familiar with QLDC venues.

» Do we offer audio visual services?

Audio – visual subject to availability and are an additional cost.

» Can I bring caterers on-site / can I bring my own food and drink?

Yes, you can organize your own caterers or alternatively bring your food and beverages on-site.

» Can I sell alcohol at the venue?

Yes, but you will need to apply for a **special licence**.

» Is the venue accessible?

Yes, flat entry into the building and a universal toilet. We also offer hearing loops at the venue.

» Do I have the entire venue?

The venue has a hall and a meeting room.

You could be sharing the facility if you haven't hired the whole venue.

» Will I be required to have public liability insurance?

As part of the hire agreement, you will be required to take out our venue insurance. Any additional insurance requirements will be based on the type of event.

» Can I decorate the space?

Yes, and the time to do this must be included in the hire time. All decorations must be removeable. No tape or hooks permitted on the walls and floors. There will be additional charges for any damage caused.

» Who is responsible for setting up furniture / equipment?

The hirer is responsible for setting up and putting away any equipment.

» Can I set my items up and come back later?

Yes, but you must factor this into the booking time.

» Who is responsible for cleaning?

QLDC will organize a post event clean as part of the hire agreement with our contracted cleaners.

» Is there a stage?

Optional stage at 24m². There is an additional cost for the stage.

Book this venue.

- 1 Entry
- 2 Meeting Room
- 3 Universal Toilets
- 4 Bar
- 5 Kitchen
- 6 Plant Room
- 7 Storage
- 8 Main Hall

