



Evening Function Venue Hire

Venue hire includes:

Exclusive use of room and furniture
Special bar licence and bar staff
Use of wireless microphone and PA system
Use of 2 projectors and large drop down screens
Use of kitchen and commercial stove for heating only, dishwasher
Instant tea/coffee (milk has to be supplied by hirer.)

Use of room:

Venue capacity: 124 pax seated, 160 pax cocktail, 100 pax seated board room/theatre style
Furniture can be laid out to suit your requirements but needs to be returned at the end of the function
Decorations can be used as long no damage to done to the walls
Free parking is available in white lined parking spaces in Westhaven
Security is required for all 21st events.

Bar:

All private functions require a special liquor licence
We require a 20 days to apply for a special licence
The licence cannot extend beyond 1am
Bar staff will be arranged by RYC in consultation with the hirer
Bar tab options include; full tab, limited tab and subsidised tab, where guests would get to pay a reduced price
All alcohol will be provided by the Richmond Yacht Club although special requirements can be arranged in advance.

Audio and Visual:

The use of wireless microphone, DVD player and projectors on request.
For loud party/dance music, an Edwards's sound system is recommended and can be hired at an extra charge. Our system is sufficient for usual background and normal dance music, however it is not recommended for extra loud dance music.

Kitchen:

The RYC kitchen is suitable for food preparation and reheating only. All food must be prepared and cooked off-site and only heated on the premises
Use of the commercial oven and stove and dishwasher
10ltr hot water urn and tea and coffee
Use of fridge/chiller
RYC do not supply crockery, cutlery or linen.

Location:

We are situated directly beneath the Auckland Harbour Bridge at the end of Curran St, St Marys Bay, Auckland Central or follow Westhaven Drive around to the roundabout directly under the Harbour Bridge veering right and follow the waterfront to the fourth building along.

Viewing the venue:

The clubrooms are open: Tues-Fri 10.00am–3.00pm. Please contact the office regarding a time for viewing.

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| Venue Hire Cost: | \$990 |
| Refundable Bond: | \$500 |

Prices correct at 01 January 2014 Prices and are subject to change.