

Shellharbour
Civic Centre

V E N U E
H I R E



Shellharbour Civic Centre

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3

WELCOME

4

AUDITORIUM

JUNGAH (Auditorium)

Half JUNGAH (Auditorium)

5

CIVIC SQUARE / FOYER / THE BACKYARD

6

COMMUNITY SPACES

GADHU meeting room

DHANJ & GARUMA meeting rooms

Office Space

7

ADDITIONAL INFO / FACILITIES

Equipment

Music

Additional Requests

Booking Confirmation

Packages

Parking

Wi-Fi

Hearing Loop

Commercial Kitchen

Catering



WELCOME

The Shellharbour Civic Centre has a number of facilities for hire, whether you are planning a special event or looking for a meeting room the Civic Centre has what you need.

The Civic Centre is an accessible building and includes designated accessible parking spaces, elevator access, accessible toilets and hearing loop.

The facility also includes a 2000m² City library and a City Museum featuring changing exhibitions, artefacts, photographs, oral histories, maps, lithographs and historic documents to discover.

The building meets the highest environmental standards, including a 5-star rating from the Green Building Council of Australia. The building's many environmental initiatives decrease running costs, and help reduce Council's ecological footprint.

The venue offers free undercover parking and free Wi-Fi.

Whether you are hiring a meeting room or the auditorium, our professional event coordinators will ensure that you have everything you need to make your event run effortlessly.

AUDITORIUM

JUNGAH (AUDITORIUM)

The auditorium is a multi-purpose venue that can cater for up to 350 people. The room includes an 8m x 3m stage, two large screens, ceiling mounted projectors, sound system with the option of microphones; free Wi-Fi, and access to a full commercial kitchen. The auditorium can be hired seven days a week from 7am to 11pm.

CAPACITY



Theatre - 350



Cocktail - 350



Banquet - 208



Conference - 130

HALF JUNGAH (AUDITORIUM)

The half auditorium is a multi-purpose venue that can cater for up to 170 people. The room includes an 4m x 3m stage, a large screen, ceiling mounted projector, sound system with the option of microphones; free Wi-Fi, and access to a full commercial kitchen. The half auditorium can be hired seven days a week from 7am to 11pm.

CAPACITY



Theatre - 170



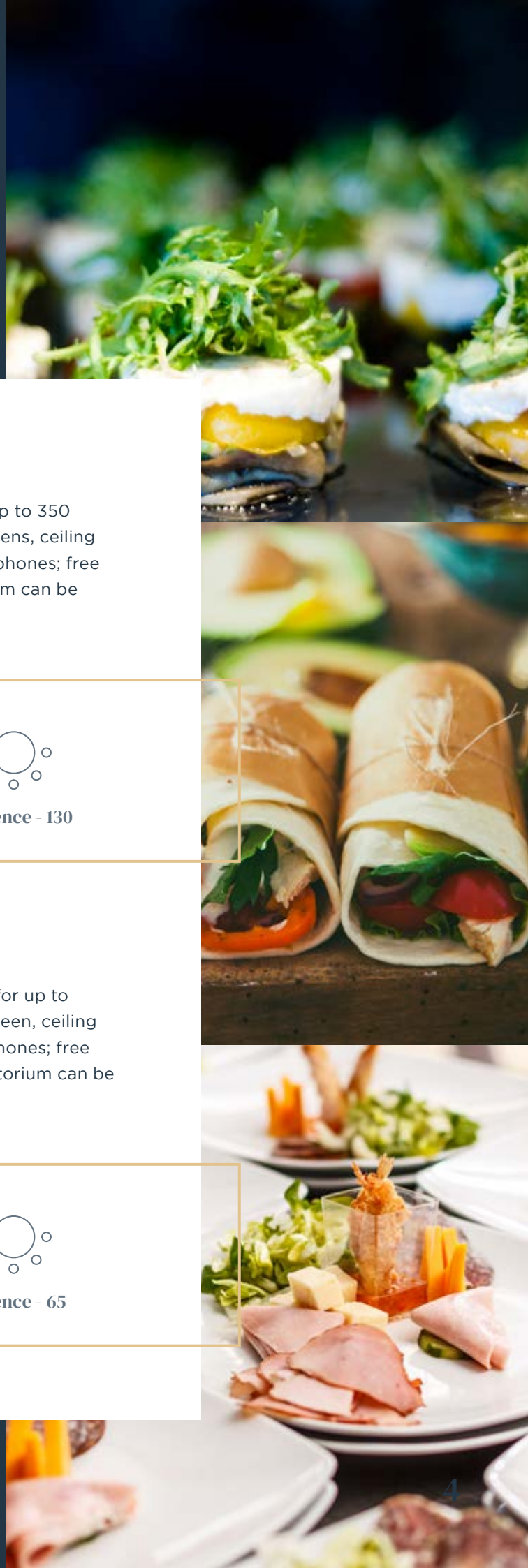
Cocktail - 170



Banquet - 104



Conference - 65





CIVIC SQUARE

A 2000m² civic square at the front of the building, including green space and a water feature - a place for people to meet and relax and caters for community events including concerts and market stalls.



FOYER

The foyer can be opened up onto the Civic Square in good weather for the inside/outside feel.



THE BACKYARD

An open green space connected with footpaths, beautiful views incorporating public art and landscaped gardens.

COMMUNITY SPACES

GADHU MEETING ROOM

The Gadhu Meeting room offers wall to ceiling glass and offers a sweeping view of the backyard and surrounds and can accommodate up to 50 people. This room has access to a digital screen with free Wi-Fi and kitchen facilities. The meeting rooms can be booked anywhere from 1hr to a full day and is available during operating hours.

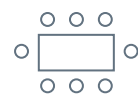
CAPACITY



Cocktail - 50



Theatre - 50

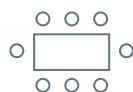


Boardroom 20 - 30

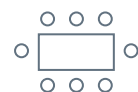
DHANJ & GARUMA MEETING ROOMS

The Dhanj & Garuma meeting rooms are located with the office spaces and share a kitchenette and waiting area. These two meeting rooms can be combined to create a larger space. The meeting rooms can be booked anywhere from 1hr to a full day and are available during operating hours.

CAPACITY



Boardroom - 6



Boardroom combined - 12

OFFICE SPACE

The Civic Centre has three office spaces available for hire during operating hours anywhere from 1hr to a full day. The office spaces share a kitchenette and waiting area with the Dhanj & Garuma meeting rooms. Each area includes a desk & chair along with a table and two chairs.

ADDITIONAL INFORMATION

EQUIPMENT INCLUDED WITH ROOM HIRE

— Date projector and screen

— Sound system

— Microphone & lectern (auditorium)

— Whiteboard

— Water dispenser

— Crockery, glasses & cutlery

— Free Wi-Fi

EQUIPMENT AVAILABLE AT AN ADDITIONAL FEE

— Tea & coffee

— Table clothes

— Set up, pack up and clean up

— Security

MUSIC

We have the contacts and expertise to help you find just what you are looking for. There will be a cost for the entertainment, but no charge for us to assist you in booking this.

ADDITIONAL REQUESTS

Additional items may be available on request. If there is anything you require, please do not hesitate to ask.



BOOKING CONFIRMATION

All bookings are considered inquiries only until payment has been made or a deposit is paid.

PACKAGES

Packages are available on request for multiple room bookings and large scale events.

PARKING

The Civic Centre provides free undercover parking off Cygnet Ave.

WI-FI

Free Wi-Fi is available for all visitors and guests.

HEARING LOOP

A hearing loop is available with the Auditorium.

COMMERCIAL KITCHEN

The commercial kitchen is fully equipped to cater for a function ranging from 10 to 350 guests and includes two convection ovens, 6 burner gas cook top, microwave, two commercial dishwashers, fridges, freezers, cool room and cutlery, crockery and glasses for 350 people.

CATERING

We have a number of high quality caterers available to you for your function. These caterers are able to offer 3-course meals, cocktail finger food, grazing tables, sandwiches, fruit and sweets.

There will be a cost for catering, but no charge for us to assist you in booking this.