

EVENTS



The venue is truly extraordinary. All our guests loved it and had a fantastic time. Thank you for making it easy for us and such a special day. Nicole & Glenn, February 2010.

The international award winning Glenn Murcutt, Wendy Lewin and Reg Lark designed Arthur and Yvonne Boyd Education Centre is available to hire for weddings, special events and other private functions. Situated at our Riversdale property the centre enjoys a stunning and private position on the property with breath-taking views down the Shoalhaven River. The venue hire includes exclusive access to the grounds of Riversdale and to the centre itself. The main hall can accommodate a maximum of 100 seated guests or up to 180 guests standing. We recommend viewing the site prior to booking an event. The centre can accommodate 32 guests overnight within our 8 four-bed rooms.

A range of booking packages are available to best suit your needs. These range from single day hall-only hires through to multiple night, main hall and accommodation packages. A typical wedding function hire consists of access at 10am on the day of hire - with vacation of the premises by midnight if no accommodation has been booked. If you choose to book a hall and accommodation package then you do not need to leave the centre until 1pm on the following day. In general hire includes a six hour event, with a 2 hour set up and 2 hour clean up. Please call us to discuss your needs and a pricelist is available on request. If you need time to set-up on the day before we can offer some simple set-up only prices that give you access to the spaces you require. Please understand that this is subject to availability as demand on these spaces is high.

More details are available on our website at this address - www.bundanon.com.au/weddings-and-celebrations

Should you wish to proceed with your enquiry please complete & return our enquiry form, at the end of this document.

CATERING AND ALCOHOL

Whilst the venue facilities as a bare hire is typical of our service offer and therefore most customers choose to self-cater, Bundanon Trust can supply a list of local preferred caterers that are familiar with both the venue and our organisation. The Boyd Education Centre does have a large domestic kitchen with some facilities, that can handle most caterers needs. We advise other caterers who have not been to the property before, to make an appointment to visit the venue before the event. Hirers are expected to coordinate all of third party suppliers and contractors as Bundanon Trust's offer is that of bare facility only. Basic hire packages of the venue does not include the use of the kitchen's cutlery, crockery and glassware.

Alcohol is to be provided by the hirer. There are two domestic fridges available in the kitchen for storage. For storage of additional food and drinks a space for a self hired mobile cool-room can be arranged through a hire company. Caterers who are serving alcohol must hold their RSA and are responsible for keeping the consumption of alcohol under control. Bundanon staff who are on-site for supervision also hold their RSA. Patrons will be asked to leave if they are found to be causing a disturbance at the event or are too intoxicated.

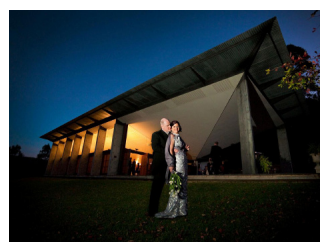
ADDITIONAL REQUIREMENTS

Some packages on offer include the use of our event furniture and kitchen equipment as well as a full linen provision for guests staying overnight. These items are limited, and subject to availability, so you need to discuss this with us in advance.

A limited number of technical items are also available for hire - such as video data projectors and small PA systems.

PRICING FOR 2011/13

Costing is dependent on number of guests and the timing of event. Please request availability contact admin@bundanon.com.au for further details.



Decorating

No decoration is to be placed on the piano or near the painting Hanging Rock and Bathers in the Riversdale auditorium. All plans for decoration must be approved by Bundanon Trust management.

Hirers may decorate the venue themselves within the time allowed - please see terms and conditions or consult administrative staff.

If hirers require assistance in decorating ideas and set up this can be sought from the following function coordinators, who are familiar with the Riversdale property and Bundanon Trust requirements:

CONTACTS

Administration & Event Management
Bundanon Trust
Cara Moloney
P: (02) 4422 2102
E: cara@bundanon.com.au



VENUE HIRE ENQUIRY FORM

Preferred date(s)
.....
.....

Name(s) of Hirer:

Address:
.....

Phone (business hours):

Phone (after hours):

Fax:

Mobile:

Email:

Function type:

Number of guests:

How did you hear about us?

Other requirements:

Accommodation? (please tick) Yes No Unsure

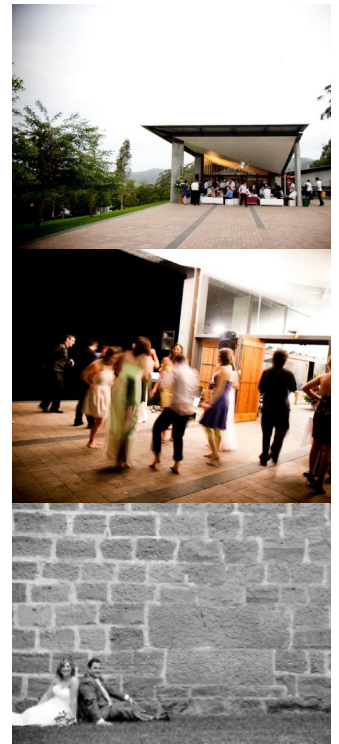
If so, how many? (please tick) 0 - 16 17 - 32 33 - 38

Please return this form to:

admin@bundanon.com.au

or

Fax: (02) 4422 7190



Weddings

PREFERRED SUPPLIERS LIST

WEDDING PLANNERS

As A Whisper - Wedding Planner

Jen Wilmot

p | 02 4443 7729

m | 0421 107 021

e | jenwilmot@bigpond.com

w | www.asawhisper.com.au

Passion Catering

Glenn Hair

p | 02 4422 6000

m | 0414 404 147

e | glenn@passioncatering.com.au

w | www.passioncatering.com.au

CELEBRANTS

Sarah Parker

p | 0401 843 199

e | info@sarahparker.com.au

Jamie Borg

p | 0410 496 692

e | jb@jamiemborg.com.au

w | www.jamiemborg.com.au

CAKES

Ingrid's All Occasion Cakes

Ingrid Johnston

p | 02 4423 7495

e | pitejohnston@shoalhaven.net.au

The Cake Store

Danielle Parkes

p | 02 4423 0063

e | info@thecakestore.com.au

CATERING

Christina's Catering

Christina Cassim

p | 02 4423 4607

e | christinas_catering@hotmail.com

Duck Duck Goose

Josh Strong or Gordon MacDonald

m | 0415 692 243 or 0422 759 842

e | info@duckduckgoosecatering.com.au

w | www.duckduckgoosecatering.com.au

FLOWERS

Shady Fig

Michelle Collison

p | 02 4422 9222

e | shadyfig@shadyfig.com.au

w | www.shadyfig.com.au

Always Flowers

Kate Morgan

p | 02 4232 1915

e | kate@alwaysflowers.com.au

Weddings

PREFERRED SUPPLIERS LIST (continued)

PHOTOGRAPHY

Shoalhaven Studios

Lisa Merison

p | 02 4422 1441

m | 0402 810 730

e | mail@shoalhavenstudios.com.au

w | www.shoalhavenstudios.com.au

MUSIC

Nana Blade - DJ

p | 0431 788 318

e | nblade@bigpond.net.au

Personalised Wedding DJ's

Jim Giann

p | 1800 350 333

e | jim@personaliseddjs.com.au

w | www.personalisedweddingdjs.com.au

EQUIPMENT HIRE

Your Event Solutions - Bowral

Craig Lapinskie

p | 02 4862 3166

e | craig@yesbowral.com.au

w | www.youreventsolution.com.au

Go Hire

p | 02 4272 9911

f | 02 4272 9970

e | gohire@gohire.com.au

w | www.gohire.com.au

Wild Morgan - Promotional Products

Scott Morgan

p | 0414 785 776

e | info@wildmorgan.com

w | www.wildmorgan.com

TRANSPORT

Kennedy's Bus and Coach

David Tagg

p | 1300 133 477

e | dave@kennedystours.com.au

w | www.kennedystours.com.au

Stuarts Coaches

Michael Gibbs

p | 02 4421 0332

e | enquiries@stuartcoaches.com.au

w | www.stuartcoaches.com.au

For other providers, please feel free to contact us.

BUNDANON TRUST

p | 02 4422 2100

e | admin@bundanon.com.au

w | www.bundanon.com.au

