

# Marion Cultural Centre

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## Room Hire Conditions

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The Marion Cultural Centre has three rooms available to hire.

The *Domain Theatre* Room is a contemporary, unique, adaptable, modern, multi-purpose area which creates a wonderful sensory audience experience. Adaptable to a wide range of configurations, the Domain Theatre room is ideal for events including Performances (including dressing rooms), Functions, Product launches, Screenings, Seminars, Meetings and Conferences. Room maximum capacity of 280 persons lecture style and includes 155 tiered seats, capacity varies with different room set up configurations.

For your smaller to medium sized meeting, the *Sturt* and *Green Rooms* will create the perfect environment, we also have available, *Foyer* and *Plaza* areas for hire as well as the *Café* floor space for hire outside of normal trading hours.

### Equipment, services and staffing

Electronic white board, data projection equipment including laptop, lectern, portable p.a., flip chart, remote slide changer, internet/wifi access.

For Performances or larger Function hire in the *Domain Theatre*, the room hire charge include the services of one Technician and our in-house PA and AV system, 4 colour wash stage lighting, 2m x 4m stage, (larger stage build will incur additional charges).

If your requirements are above and beyond our standard equipment inclusions, additional charges may apply.

All equipment is subject to availability.

Price on application for additional staff and equipment.

The Marion Cultural Centre has the exclusive right to manage ticketing to the public for performances. Box Office conditions available on request.

### Catering

No external catering is permitted in the Marion Cultural Centre. Our internal Cafe, must supply all catering. We welcome the opportunity to tailor any special catering requirements for your event. All catering requirements to be confirmed and paid five business days prior to the commencement of your event. Catering payment is non-refundable.

### Booking & Payment Schedule

On application we will forward your booking Hire Agreement, together with your Room Hire 30% non-refundable Deposit Invoice.

To confirm your booking you will need to return within seven (7) days:-

- Signed Hire Agreement
- Public Liability Insurance Certificate of Currency – minimum \$10 million
- Payment of Deposit Invoice

Balance of Room Hire, Catering and any additional charges due five business days prior to commencement of your event. Cancellation conditions apply – refer Clause 12 of Hire Agreement.

Contact our friendly staff should you have any further queries, or wish to make an appointment to view the facilities.



T 08 8375 6790  
E [mcc@marion.sa.gov.au](mailto:mcc@marion.sa.gov.au)  
W [www.marionculturalcentre.com.au](http://www.marionculturalcentre.com.au)

