





17 McLachlan Street, Fortitude Valley is home to one of Brisbane's most iconic, versatile and beautiful multi-level function venues.

Our unique event spaces offer an urban feel, with modern and industrial fittings bringing a perfect blank canvas to host your dream event or function.

The Warehouse is our largest space hosting up to 200 guests standing & 140 seated in our top floor venue. This gorgeous room features polished wooden floors, colourful art and pallet style features. Offering a warm, open floor plan it's perfect for designing your unique and personal event just the way you like.

Our ground floor venue has 2 spaces available. For events up to 80 guests, our *BlackBox Studio* is available to host private function settings with an exclusive VIP bar access.

Our *Foyer Bar* is perfect for smaller gatherings of up to 60 people. This boutique reserved space is great for birthday bookings or a simple celebrations.

Both ground floor venues boast urban polished concrete floors & industrial finishings, polished with our warm rustic art and modern furniture to finish the room perfectly.

HIRE OPTIONS

CAPACITIES

FOYER BAR 60PAX | BLACKBOX STUDIO 80PAX
GROUND FLOOR 150PAX | THE WAREHOUSE 200PAX

VENUE HIRE :

Bookings must include all load in, load out and event times.

- Warehouse Venue : \$150/hr +GST
- Blackbox Studio : \$90/hr +GST
- Foyer Bar : \$70/hr +GST

A Venue Manager must be present for the duration of the event, Including Load in / out. @ \$45/hr +GST (min 2hrs). For workshops & seminars a Venue Manager is only required for Load in (min 2hrs).

A Cleaning Fee is charged for all events where food or drinks are consumed @ \$145 +GST (Blackbox or Foyer) | \$220 +GST (Warehouse or Ground Floor)

BAR SERVICE :

Bar staff may be booked for the times you require service (Min 2hrs). EC is a licensed venue, BYO drinks are not permitted.

- \$195/hr +GST for up to 50pax
- \$260/hr +GST for 50-80pax
- \$325/hr +GST for 80 - 140pax
- \$390/hr +GST for 140-200pax

Security must be booked for all high risk events deemed by EC Venue

- \$70/hr +GST for up to 100pax
- \$210 +GST for 100-150pax
- \$280 + GST for 150 -200pax

FOOD SERVICE :

We have many menu options and styles available by request. Our most popular options are listed below.

- Finger Food / Canapés : a selection of 5 hot or cold choices @ \$47pp +GST (min 35pax)
- Grazing Table @\$23pp +GST (min 20pax)
- Buffet : a selection of hot or cold choices @ \$49pp +GST (min 50pax)

ALTERNATIVE OPTIONS

RESERVATIONS (Foyer Bar only)

Price : \$500 Minimum spend across the bar.

Includes :

- 3hr reserved VIP area in our pubic Foyer Bar space
- In-house furniture - Staff - Cleaning.

MINIMUM SPEND (Private Events)

Price : \$600/hr minimum spend across the bar. Food not included.

Minimum 2hr booking.

Includes :

- Exclusive private venue hire.
- In-house furniture - Staff - Cleaning.

3HR DRINKS PACKAGES

When booking a drinks package, bar service costs are removed.

- **BASICS @ \$45pp +GST** : Full Non-Alcoholic Range, House Wine Range (Red, White & Bubbles), Full Beer & Cider Selection.
- **PREMIUM @ \$55pp +GST** : As above + Full Wine Range, House Spirit Range (Vodka, Rum, Whiskey, Gin)
- **DELUX @ \$65pp +GST** : As above + Full Premium Spirit & Cocktail Range

We pride ourselves on being a versatile venue that offers as much flexibility as possible to accommodate each event's unique style, flavour and function.

ADDITIONAL NOTES

- DIY unique styling & decorations welcome
- BYO catering welcome @\$145 +GST
- Food & Drink Packages available.
- All events deemed high risk by EC Venue have a compulsory \$500 Bond payment (fully refundable should no damages occur).

TERMS & CONDITIONS

By confirming a function at EC Venue you are agreeing to the below terms & conditions:

DEPOSITS & PAYMENTS

Your reservation is considered confirmed when the 20% deposit payment of the full amount is received together with sighting a copy of our Booking Agreement. Remaining full payment is required 7 days prior the date of the function. EC Venue reserves the right to cancel bookings where confirmation is not received within these timeframes.

BOND

A \$500 Bond Payment is required for all events deemed high risk by management. Bond is fully refundable within 7 days of the event provided no damages are made.

CANCELLATIONS

Deposit payments are non-refundable once paid, this is to secure and hold the date for your event only. No refund of the venue hire fee will be payable where the function is cancelled by the hirer within 7 days of the proposed event.

COVID-19

In the event the government implements restrictions that means the event is unable to go ahead at its scheduled date, or affect the attendance or operation of your event, EC Venue will credit any amount paid for 12 months. This credit can be used toward another date, another event or issued as a bar tab. Please note any money paid will not be refunded under the ACCC's COVID-19 cancellation rights.

MINORS

EC Venue can accommodate the attendance of minors at a private function. All minors must be approved by Management before the function. Minors must be accompanied by a parent or legal guardian.

CATERING

Use of external commercial caterers is at the sole discretion of Management. Where external commercial caterers are allowed they must satisfy the requirements of the QLD Department of Health and Food Service requirements. Additional charges may apply when access to the prep area is required or additional load in times are needed outside your agreed event booking times.

ALCOHOL

EC Venue is a licensed venue. BYO is not permitted. EC Venue abides by the current Liquor and Gaming License Act 1992 standards, laws and associated regulations and practices. Persons under the age of eighteen (18) years WILL NOT be served alcohol under any circumstances. EC Venue reserves the right to refuse entry and/or service of alcohol to intoxicated patrons.

SECURITY

Security must be present for any 18th or 21st celebration, high risk event OR where deemed appropriate by EC Venue management. EC Venue will arrange security on behalf of the client. Costs of which are borne by the client. Security personnel must arrive and be present throughout the duration of the function. A ratio of 1 guard per 100 guests and an additional guard for up to 50 guests thereafter. All security personnel must have a current license; in accordance with applicable laws, and must have a current Responsible Service of Alcohol (RSA) Certificate. Security personnel are to provide license numbers to EC Venue management and record any incidents within the Incident Register. Clients must also provide a list of attendees to the function to both EC Venue management and to the security personnel.

CONDUCT

The client is responsible to conduct the function in an orderly manner and in full compliance with the rules and regulations of EC Venue and all applicable laws. EC Venue reserves the right to intervene if a function's activities are considered illegal, excessively noisy or offensive. EC Venue reserves the right to remove patrons attending functions from the premises for unruly behaviour or showing signs of intoxication as deemed at management's discretion.

COMMENCEMENT & CLOSING TIMES

Functions will commence and conclude according to the scheduled times made at the time of the booking. If a function exceeds the agreed concluding time, an additional fees will apply. Please be aware that your function must have concluded and all belongings removed within this booking time to avoid addition hire fees. If you require additional load in or load out times please arrange this prior to the event. EC Venue must be clear and closed by 12midnight.

ROOM DECORATIONS

Decorations for the function rooms are left up to the discretion of the organiser/hirer. Arrangements for the time you wish to decorate must be confirmed 7 days prior to the event, so necessary adjustments to earlier bookings can be made. Setup and pickup times of decorations, displays, equipment etc must be during the scheduled hire times for your event. Clients are responsible for the setup and breakdown of any displays, equipment etc.

ENTERTAINMENT

Entertainment can be either organised through the client (DJ's, Band etc) or alternatively, we can recommend and provide a DJ (at cost of client). Management reserves the right to adjust the volume accordingly to fit within sound permits of Fortitude Valley Entertainment Precinct. A microphone is available for use at your function for speeches and/or presentations at no additional cost.