



INNER WEST COUNCIL

ANNANDALE COMMUNITY CENTRE VENUE INFORMATION

USE OF VENUE

The Annandale Community Centre may be inspected by appointment. The hirer must cease playing or broadcasting music by 12.00 midnight and comply with the Noise Control Act and Regulations.

The Annandale Community Centre cannot be booked or used for High Impact Events as assessed by Council officers.

MAXIMUM ROOM CAPACITIES

Upstairs Hall	120 persons (standing) 80 persons (seated)
Meeting Room	30 persons (standing) 20 persons (seated)

UPSTAIRS HALL INCLUSIONS

10 tables and 80 chairs included in hire of Upstairs Hall.

Do not drag tables or chairs across the floors in the upstairs hall.

Piano in Upstairs Hall. Please note children are not to use the piano.

Small kitchen with stove, Zip hot water system, fridge, bench tops and 2 sinks.

Cutlery, plates and glassware are not provided.

Data projector may be available upon enquiry.

Projection screen may be available upon enquiry.

MEETING ROOM INCLUSIONS

20 chairs and 2 tables included in hire of Meeting Room.

Data projector may be available upon enquiry.

Projection screen may be available upon enquiry.

ACCESS

There is no disabled access to Upstairs Hall.

HEATING AND COOLING

Upstairs Hall - Ceiling fans and heaters provided.

Meeting Room - Gas heater available

LOCK UP PROCEDURE / CHECKLIST

- Turn off all lights, heaters and fans.
- Toilets must be left clean.
- Rubbish bins are located under the fire stairs outside at the front of the building. Please ensure that all waste is placed in the appropriate bins.

AFTER HOURS CONTACT

Inner West Council - Leichhardt After Hours Service can be contacted on 02 9367 9222