



VENUE HIRE INFORMATION

INNER WEST  
PRIDE CENTRE

## **The Inner West Pride Centre's recently refurbished hub is home to a variety of spaces ideal for creative, social, and community and business-related events.**

We prioritise space for LGBTQIA+ groups and individuals but hold events for all of the Inner West and Sydney communities.

### **Location**

1 Bedford St, Newtown, 2024

### **Permitted Usage Hours**

---

**Event Days** 9am - 12am

**Bump In/Out** 7am - 12am

**Deliveries** 7am - 7pm

### **Parking**

---

Limited on-street parking is available around the Pride Centre. There is no dedicated parking. We are located in the middle of Newtown and recommend public transport.

### **Public Transport**

---

We are located directly across the road from Newtown train station and there are several bus routes that stop less than a minute walk from our doors on King St.

### **Accessibility**

---

Pride Hall and the Rainbow Room are both located on Level 1. There is lift access and accessible toilets on this level. There is also an accessible bathroom on the lower level which can be accessed with a MLAK key.

Pride Hall is equipped with a hearing loop.

### **Pride Square**

---

Pride Square activations are managed by the Inner West Council. Please get in touch with their team for more information [bookingsteam@innerwest.nsw.gov.au](mailto:bookingsteam@innerwest.nsw.gov.au)

# PRODUCTION & EVENT MANAGEMENT

## STAFF

Operational staffing is not included in your hire of the Inner West Pride Centre.

Whilst Twenty10 may be on-site during your hire, they are not available to assist with bump in or out, unless this has been organised as part of your booking.

Depending on the nature of your event, our Pride Centre Producer may be allocated to assist with the delivery of your event. This fee is not included in Venue Hire fees.

## SECURITY

The event organiser must engage adequate staff to manage their guests, including their arrival and departure.

Licensed security is required for the duration of the event for guests over 100, or where sale of alcohol is involved.

We can arrange security for you at an extra cost.

## INSURANCE

The Event Organiser must hold a Public Liability Insurance minimum of \$20 million coverage.

A current certificate of currency must be presented to the Inner West Pride Centre prior to the event.

All other insurances are the sole responsibility of the hirer.

## HERITAGE CONSIDERATIONS

The IWPC is of heritage significance and therefore use of the building must not damage the building in any way i.e. no penetrations into, or interference with, or surface impacts to the fabric of the building.

There is also no smoking or vaping at the Inner West Pride Centre.

# PRODUCTION & EVENT MANAGEMENT

## FACILITIES

Pride Hall has a fully functional AV system including wireless microphones, a projector and screen, and four affixed speakers. You will receive instructions how to use these facilities during your venue induction.

You will also be provided with an AV guide, once your booking has been accepted.

For large scale events it is recommended that you engage an audio-visual professional.

## BUMP IN / OUT

Your booking for the Inner West Pride Centre must include bump in and out times.

The latest an event can run is till 12am. An extra hour for bump out can be arranged.

# FEES

Our venue fees can be found below.

<b>PRIDE HALL Hire Rates</b> (excl. of GST)			
	Commercial, Ticketed events, Events with a grant, Large NFPs	Small /medium NFPs	Collectives, Individuals Artists
Per hour	\$75	\$40	\$30
Half day (4 hours)	\$300	\$160	\$100
Full day (8 hours)	\$500	\$300	\$200

<b>RAINBOW ROOM Hire Rates</b> (excl. of GST)			
	Commercial, Ticketed events, Events with a grant, Large NFPs	Small /medium NFPs	Collectives, Individuals Artists
Per hour	\$50	\$35	\$25
Half day (4 hours)	\$200	\$120	\$100
Full day (8 hours)	\$350	\$220	\$180

# BOND

We may require you to pay a bond prior to the event. The bond is a standard \$500, but we may require a higher bond depending on your event.

If after your event, there are no issues with the venue, the bond will be refunded in 14 days.

# FEE WAIVERS

We offer a fee waiver on a limited basis.

Please contact our Pride Centre Producer for more information or if you think this is applicable to your hire.

# CANCELLATIONS

Cancellations made at least 14 days prior to the event date will be refunded in full.

Cancellations made within 14 days of the event will lose 100% of the booking fee. If the event is cancelled for reasons outside of your control (i.e. sickness), we will determine if the venue fee will be refunded at our discretion.

# CLEANING & WASTE

Pride Hall and the Rainbow Room must be left clean and in the same condition as at the start of your hire.

Twenty10 can organise our regular cleaner at the hirer's cost. If for any reason the Hall is left in an unacceptable condition, decided at Twenty10's discretion, the cleaning fee is \$500+GST for Pride Hall and \$250+GST for the Rainbow Room.

All tables and chairs must be put away. Otherwise, you will be charged a \$100 room reset fee.

# COMMS & MARKETING

All advertising material, marketing and promotion of your event must include the Inner West Pride Centre logo.

The logo pack will be provided by our Pride Centre Producer.

## SIGNAGE

Use of the Twenty10 digital screens located with the Pride Centre is at the discretion of Twenty10.

The digital screens can facilitate both video and images.

## DIGITAL SCREEN DIMENSIONS

Best dimensions are 1080(w) x 1920(h).





PRIDE CENTRE

TOWN HALL  
PRIDE CENTRE

ELECTRIC & SWITCH ROOM  
LOCATED  
IN LOBBY  
41 BEDFORD ST.

# How to book

To discuss your event please contact  
[pridecentre@twenty10.org.au](mailto:pridecentre@twenty10.org.au)  
+ 61 2 8594 9555

**inner west**  
**PRIDE CENTRE**