# Vogelmorn & Function Info

## Welcome

We are so excited to have you and your friends in the charming Upper Space in the Bowling Club. It's a great place for birthdays, work functions, family get-togethers and special occasions. We have semi-private and fully private hire options on offer. Before we can confirm your booking please read the following information and let us know whether option 1, 2, 3 or 4 will suit your event best.

# Vogelmorn Upstairs

### General Info

CAPACITY	Max capacity for semi-private hire is 60 people Max capacity for full private hire is 120 people
	*Note that bookings on <b>Thursday-Saturday</b> for full private hire will be capped at <b>120 people</b> as the restaurant will be open downstairs (meaning the bowling club will be at full capacity).
ACCESSIBILITY	The Vogelmorn Upstairs is not an accessible space.
	There is ramp access, which is not up to wheelchair accessibility standards, however this can be used by some wheelchair users with assistance. Please reach out for any questions around this.
LICENCING	We are a fully licenced premised ( <u>no BYO</u> ).

	We are licenced from 3pm to 10pm, Thursday to Sunday).
	All ages are welcome, but anyone under the age of 16 must be supervised by a designated adult (18+) after 8pm.
	<b>No drinks outside -</b> We are in the first year of our licence and good behaviour is a must if we want to extend our offering outdoors next year.
	We have a delicious selection of local wines, craft beers and non- alcoholic drink options available ( <u>no spirits)</u> .
PETS	Pets are welcome at Vogelmorn Upstairs, we love dogs!
KAI	After kai? Please find attached our Smoked & Pickled (operating downstairs at Vogelmorn) functions menu to pre-order for your event. <b>For more info you can contact Alice at</b> <b>smokednpickled@gmail.com</b>
AVAILABILITY	We host community events regularly in the Vogelmorn Upstairs but will do our best to accommodate your booking on your preferred date. To minimise back and forth, we recommend that you provide us with at least two alternative dates just incase!

### Our Kaupapa

Vogelmorn is a safe, inclusive, community space for everyone and we do not tolerate any antisocial or disrespectful behaviour. When using our spaces, we ask that you do your best to respect and uphold our kaupapa which is centred around the following four values.

INCLUSIVITY	We believe in shared spaces that are physically, financially, socially accessible to all. We aim to be welcoming to whoever walks in the door and encourage a wide range of uses.
SUSTAINABILITY	VCG's program aims to enhance sustainability and well-being. Wherever possible, we use in-kind resources and the circular economy to reduce our footprint.
COMMUNITY- DRIVEN	We advocate for the shared Interests of the wider community. That extends to developing connection between neighbours, and a sense of dependability and trust between anyone using or visiting the spaces at Vogelmorn.
CREATIVITY	VCG was formed by members of the local community with love for music, film, theatre, visual art and design. Our devolved

approach to decision-making maintains a creative spirit within
the group.

### **Function/Booking Options**

For groups up to 20 people please contact Smoked and Pickled directly at smokednpickled@gmail.com to check their offers.

### Option 1: Semi Private Hire for Groups up to 30-60 people

AVAILABLE BOOKING HOURS	Thursday to Saturday from 3.00pm to 10.00pm
SET UP	We will have a prime, sectioned off spot set up in the bar for you on arrival. This space will be solely for you and your group for the duration of the booking. The seating will be a combination of standing/cocktail leaners, tables and couches
FEES	Minimum spend on the bar of <b>\$600</b> <i>*Note this does not include food</i>
FOOD	All food must be provided by Smoked and Pickled (i.e. no BYO food) See functions menu. *Note that cakes can be brought along for a cakeage fee of \$20
SEMI-PRIVATE	The bar will still be open to the public but we will make sure your group is well looked after by our team.

### Option 2: Semi Private Hire for Groups up to 60-80 people

AVAILABLE BOOKING HOURS	Thursday to Saturday from 3.00pm to 10.00pm
SET UP	We will have a prime, sectioned off spot set up in the bar for you on arrival. This space will be solely for you and your group for the duration of the booking.
	Set up will be cocktail style (semi-seated, semi-standing)
FEES	Minimum spend on the bar of <b>\$1000</b> * <i>Note this does not include food</i>

FOOD	All food must be provided by Smoked and Pickled (i.e. no BYO food) See functions menu. *Note that cakes can be brought along for a cakeage fee of \$20
SEMI-PRIVATE	The bar will still be open to the public but we will make sure your group is well looked after by our team.

### For Options 1 & 2 please provide us the following no less than two weeks prior to your booking date:

- A phone number and email address contact
- Arrival time and amount of people
- Your pre-order from Smoked and Pickled deposit shortly after inquiry to secure the date and full payment 1 week before booking.
- The nature of your booking
- Any additional requirements you may have

### Option 3: Private Hire for Groups up to 80-100 people

AVAILABLE BOOKING HOURS	Thursday to Sunday from 3.00pm to 10.00pm
SET UP	The bar will be set up with a cosy couch area and a cocktail/standing area (this set up can be subject to change depending on the nature of your event).
FEES	Venue hire <b>\$300+GST</b> Minimum spend on the bar of <b>\$1500</b> <i>*Note this does not include food</i>
FOOD	All food must be provided by Smoked and Pickled (i.e. no BYO food) See functions menu. *Note that cakes can be brought along for a cakeage fee of \$20
PRIVATE	The bar will be closed to the general public, but people dining in the restaurant downstairs will be allowed to pop up and grab a drink. They will be asked to leave the bar after their purchase.
MUSIC	We have an awesome in-house sound system that you are welcome to plug into, or we can play our house tunes.

Alternatively you can hire our bigger PA system for \$85+GST. This
will be set-up and packed down by the VBC team.

### Option 4: Private Hire for Groups up to 100-120 people

AVAILABLE BOOKING HOURS	Thursday to Saturday from 3.00pm to 10.00pm
SET UP	We will have a prime, sectioned off spot set up in the bar for you on arrival. This space will be solely for you and your group for the duration of the booking.
	Set up will be cocktail style (semi-seated, semi-standing)
FEES	Venue hire <b>\$300+GST</b>
	Minimum spend on the bar of <b>\$2000</b> * <i>Note this does not include food</i>
FOOD	All food must be provided by Smoked and Pickled (i.e. no BYO food) See functions menu. *Note that cakes can be brought along for a cakeage fee of \$20
PRIVATE	The bar will be closed to the general public, but people dining in the restaurant downstairs will be allowed to pop up and grab a drink. They will be asked to leave the bar after their purchase.
MUSIC	We have an awesome in-house sound system that you are welcome to plug into, or we can play our house tunes. Alternatively you can <b>hire our bigger PA system for \$85+GST.</b> This will be set-up and packed down by the VBC team.

### For Options 3 & 4 please provide us the following no less than two weeks prior to your booking date:

- A phone number and email address contact
- Arrival time and amount of people
- Your pre-order from Smoked and Pickled deposit shortly after inquiry to secure the date and full payment 1 week before booking.
- If you would like to hire our PA system
- If you would like to personalise the set-up and/or come in early to add some of your own decorations

- The nature of your booking
- Any additional requirements you may have

### Cancellation Policy for Options 3 & 4

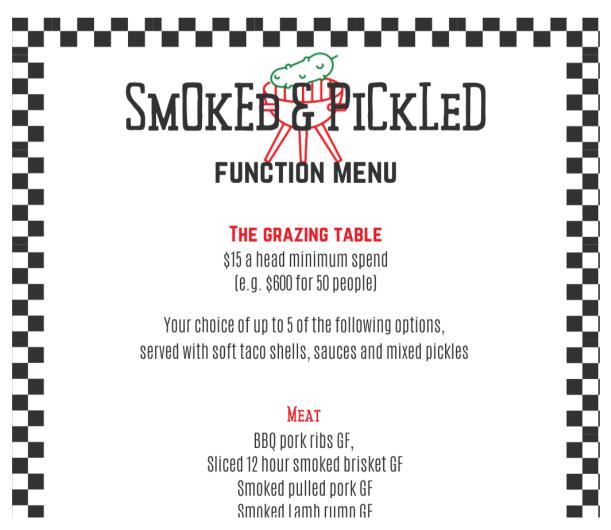
- Cancellations made **one calendar month** prior to the event date will receive a full booking refund and incur no fee.
- Cancellations made **less than one calendar** month from the event date will incur a **\$50+GST cancellation fee** and Vogelmorn will **keep the full booking fee amount**.
- If the booking fee has not yet been paid, the hirer will incur a **\$350+GST cancellation fee**

\*Note that these fees are in place to cover labour time and loss of other bookings + events

#### Cancellation by the Venue:

• The venue may cancel an event no later than **1 calendar month** prior to the event date. The hirer will be refunded the full booking fee amount.

### **Smoked & Picked Function Menu**







### Thank you for reading through our functions info pack!

We will confirm your booking once we have received your option choice and further details. Please don't hesitate to reach out if you have any questions or concerns.

We look forward to hosting you at Vogelmorn Upstairs!