



West Lynn Garden, 73 Parker Ave., New Lynn, Auckland 0600  
 www.westlynnngarden.org.nz Phone (09) 8277045

## FUNCTION CENTRE & GARDEN HIRE 2025

### FUNCTION CENTRE

Standard hire (minimum 3 hours)  
 Registered charities and not-for-profit organisations  
 Compulsory cleaning service for social events  
 Please see overleaf for items included in the hire cost

Maximum 80 guests

#### Hire Cost

\$75.00 per hour  
 Price on application  
 \$95.00 per booking

#### Refundable Bond

\$300.00

### FUNCTION LAWN

Standard hire

Maximum 100 guests  
 Power available  
 Lighting not available

#### Hire Cost

Price on application

#### Refundable Bond

\$100.00

### PALM CIRCLE

Standard hire

Maximum 80 guests  
 Power not available  
 Lighting not available

#### Hire Cost

Price on application

#### Refundable Bond

\$100.00

### OTHER VISITS

We welcome group visits and filming by arrangement

#### Fee Per Person

Bus/tour groups

Entry fee  
 With refreshments

\$5.00  
 \$15.00

Pre-school/school groups

Entry fee

\$5.00

Commercial filming/photo shoots

Price on application

### ADDITIONAL EQUIPMENT FOR HIRE

Outdoor speaker system  
 Gazebo large 6M x 3M canopy only  
 Gazebo standard 3M x 3M canopy only  
 Bridal arch  
 Trestle table 3 available on request (outdoor area hire)  
 Chairs 75 available on request (outdoor area hire)

#### Hire Cost

\$60.00 per booking  
 \$60.00 per booking  
 \$60.00 per booking  
 \$60.00 per booking  
 \$20.00 per booking  
 \$20.00 per booking

#### Refundable Bond

\$60.00  
 \$60.00  
 \$60.00  
 \$60.00  
 \$40.00  
 \$40.00

## **INFORMATION**

- All hire costs quoted include GST
- A signed contract and non-refundable deposit (50% of the total hire cost) is required to secure your booking
- Balance of total hire payment to be paid in full at least 7 days prior to your event
- All waste and recycling must be removed from the premises as per the hire contract
- The booking timings include your set up and pack down time
- The use of equipment such as bouncy castles, additional lighting, BBQs, drones, marquees etc., is by prior permission only
- Please refer to the terms & conditions in our hire contract

For all price on application quotations or booking enquiries, please contact:

Carol Lowe

Office & Events Manager

Tel 09-8277045

Email [office@westlynnngarden.org.nz](mailto:office@westlynnngarden.org.nz)

## **EQUIPMENT/FACILITIES INCLUDED IN THE FUNCTION CENTRE HIRE**

Full use of kitchen  
80 lunch/side plates  
80 coffee/tea mugs  
4 coffee plungers  
20 water glasses  
3 water jugs  
2 milk jugs  
4 teapots  
Domestic kettle  
Wall mounted hot water system  
3 oven trays  
Microwave  
2 drawer dishwasher  
Fridge/freezer  
Oven/ceramic hob  
80 chairs  
20 café style tables (90cm x 90cm)  
2 buffet tables (170cm x 70cm)  
Whiteboard/pens (available on request)  
Lectern (available on request)  
Projector screen wall mounted  
75 inch flat TV screen wall mounted  
Audio/visual system  
Blue-ray player  
Heat pump/air conditioning  
Window drapes/blinds  
Defibrillator and first aid kit  
4 WCs and separate mobility WC  
Mobility ramp access  
Baby changing unit  
2 step ladders  
Flatbed trolley  
Upright trolley  
Brooms, vacuum cleaner & mops  
Cleaning products and equipment