



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

FUNCTION CENTRE & GARDEN HIRE 2024

FUNCTION CENTRE

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

Maximum 80 guests

Hire Cost

\$70.00 per hour
 Price on application
 \$80.00 per booking

Refundable Bond

\$300.00

FUNCTION LAWN

Standard hire

Maximum 80 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
 Included
 Included

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
- Cleaning service for the Function Centre needs to be booked in advance via the office
- 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

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
60 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

