



# Holmes à Court Gallery @ no.10

VENUE HIRE INFORMATION PACK

## ABOUT US

Located in the hub of The Pickle District, the Holmes à Court Gallery @ no.10 is a private art, performance and function space. This industrial space can be tailored to suit a number of events and/or purposes.

We host up to six exhibitions throughout the year. Our exhibition program is open to the public 11am - 5pm | Tuesday - Saturday during an exhibition period, however closed all public holidays. Should you book a private viewing after hours during our exhibition program, guests can enjoy the opportunity to view art and socialise in our unique space.

no.10 is well suited and targeted at intimate classical/contemporary music, theatre, opera and corporate style functions/events. Events have also included book launches and events like, With Fire in her Heart : The Edith Cowan Story (presented by Gabrielle Metcalf), Valkyries, Valhalla & Verismo (Freeze Frame Opera), VIP Donor Event (Revelation Film Festival Foundation), The Water Concerto and Wind Up Bird (Ad Lib Collective), An Afternoon in Paris (Australian Baroque) and The Marriage of Figaro (Opus WA). Unfortunately we can not accommodate weddings, birthdays, live band concerts or party celebrations.

Venue capacity is 300, however during an exhibition period capacity is 156.

Applications will be accepted, via post or email, at any time.



## HIRE OF VENUE INCLUDES

- Approx. 600m2 of floor space
- Portable PA system and wireless microphones
- Bar and catering - fully BYO
- Use of on-site furniture items
- Basic post event cleaning

# HIRE RATES



## MONDAY- FRIDAY

\$1,000+ GST/day

## SATURDAY

\$1,200+ GST/day

## SUNDAY

\$1,300+ GST/day

## OTHER

\$150+gst/hour for casual hire  
Mon-Fri

Bump IN/access midday to 11.00pm | Bump OUT access also available 8.30am - 11am next business day  
For additional consecutive day hire - discount will apply

Min. 3 hrs hire after 5pm  
Bump IN : access from 3pm  
Bump OUT : same day

Site visit essential prior to booking | \$500+GST non-refundable deposit required to secure full-day booking

# FAQs



## Catering, drinks, furniture or staging

This is a BYO venue. Once you pay your hire fee, you can arrange your own catering and equipment hire, keeping in mind there is no commercial kitchen or refrigeration available, so food must be prepared offsite ready to serve or via food truck/caterer.

We have some lounge furniture and high bar tables and stools in place for use free of charge. We also have up to 70 padded chairs available for hire @ \$5/chair. We recommend Perth Party Hire for any additional equipment hire.

## Can we sell drinks?

Holmes à Court Gallery @ no.10 is an approved public hall building, temporary liquor licenses for the sale of alcohol will need to be arranged with the Department of Racing, Gaming and Liquor by you. Allow at least 30 days prior to event to process your application. Note, qualified Approved Manager and RSA staff required for sale of alcohol. Staff can be arranged at an additional cost, pending availability.

A liquor licence IS NOT required where total numbers over entire course of function do not exceed 100 and a maximum service of 2hrs finishing no later than 10pm OR does not exceed 75 and lasts a maximum 4 hours finishing no later than 10pm.

If you wish to BYO alcohol and offer to guests, no licence is required.

## Will there be artwork in the Gallery during my event?

We have up to six art exhibitions in place during the year with artworks on walls, as well as sculptural works on the floor. During an exhibition period, maximum capacity is limited to 156 patrons. All other times where venue is empty, maximum capacity is 300 patrons.

## How do we book the venue?

Site visits are essential before bookings can be made. Email Elsie Metcalf ([elsie.metcalf@heytsbury.com.au](mailto:elsie.metcalf@heytsbury.com.au)) with an enquiry and include your Name, Contact Number, Date of Event, Event Type and estimate No. of Guests.

Once a booking confirmed, a non-refundable deposit of \$500 +GST will be invoiced and must be paid to reserve your booking date. Remainder of hire fee to be paid in full 30 days prior to booking date, or risk having booking forfeited.

## Is there a security bond?

We do not charge a security bond, however any damage to the venue, loss of property or overstaying access times, will incur extra costs. Valid credit details must be provided on the day to staff as security, and costs debited, as deemed necessary at the discretion of the Holmes à Court Gallery.

## Do you have a Cancellation policy?

Events cancelled 30 days prior to booking date, a refund of 50% of the hire fee will be issued. Any cancellations made 30 days or less from date of booking will forfeit the full cost of hire and Holmes à Court Gallery retains the full fee. The initial deposit payment of \$500 +GST to hold your booking date is non-refundable.

# FAQs



## What kitchen or bar facilities do you have?

We have a small staff kitchen with a single washup sink, dishwasher and a large prep table. We do not have a designated area for catering and drink service, but have trestle tables and table cloths (@ \$10/cloth) available for setup and use. Unfortunately we cannot offer refrigeration for your drinks/food, this will need to be arranged by you or your service provider. We do however, have a small 'wine' fridge for up to 20 bottles available for use. Whilst we have no cooking facilities on site, your caterer may visit the venue during the week to see what's available and determine where they could set up portable equipment. Note, there is no 3 phase power on site.

## Who is responsible for rubbish disposal?

We have 1 x 660L Red General Waste and 1 x 660L Yellow Recycling rubbish bins. In-house bins and liners can also be provided. All waste must be disposed of into outside rubbish bins before leaving or removed from site on the day/night of your event.

## Who is responsible for cleaning?

We expect venue to be left tidy. The hire fee includes a cleaning fee that covers basic general cleaning. Additional costs may be applicable in the event of excessive mess at the discretion of the Holmes à Court Gallery.

## How many toilet facilities do you have?

Compliant with 300 person capacity health and building regulations. We have 3 female toilets, 1 male toilet, 1 urinal and 1 universal access bathroom for wheelchair access.

## Is parking available?

There is no on-site parking available during normal business hours (8.30am-5.30pm), however parking is available on-site after 5.30pm during business days, and available all day on weekends. The streets surrounding the venue have ample (free) street parking after hours, with no time limits after 6pm and on weekends. We recommend patrons making use of the City West Train Station, only a short walk from Douglas Street.

Parking/access to Bump-IN and Bump-OUT is available through the front entry and garage door, and side carpark entrance. Caterers/food trucks providing catering may make use of on-site parking after 5.30pm during business days and anytime on weekends.

## Do you have a sound system/PA? Are there any noise requirements?

We have an Okayo Portable PA system with an output of 100w. We also have 2 x wireless microphones. PA has built-in CD player, USB port and Bluetooth/Aux input/output. Any amplified music is to cease completely by 11pm. We have neighbours and expect noise to be kept at a reasonable and respectable volume.

If you have any other questions, or would like to arrange a viewing, please contact : [elsie.metcalf@heytesbury.com.au](mailto:elsie.metcalf@heytesbury.com.au) | P. +61 8 6217 2640

**THIS IS STRICTLY A NON-SMOKING VENUE**

**Holmes à Court Gallery @ no.10 | Douglas Street, Gooyaman | West Perth WA 6005**

# FLOOR PLAN

Dimmable highbay LED ceiling lights illuminate the Gallery. Gallery walls are illuminated using spotlights mounted on ceiling tracks. Low wall power points are located throughout the space.

Upper and lower mezzanine space is not available for use.

Available floor space may be limited during an exhibition period, but all efforts will be made to accommodate as practically possible in liaison with our Exhibitions Manager.

