

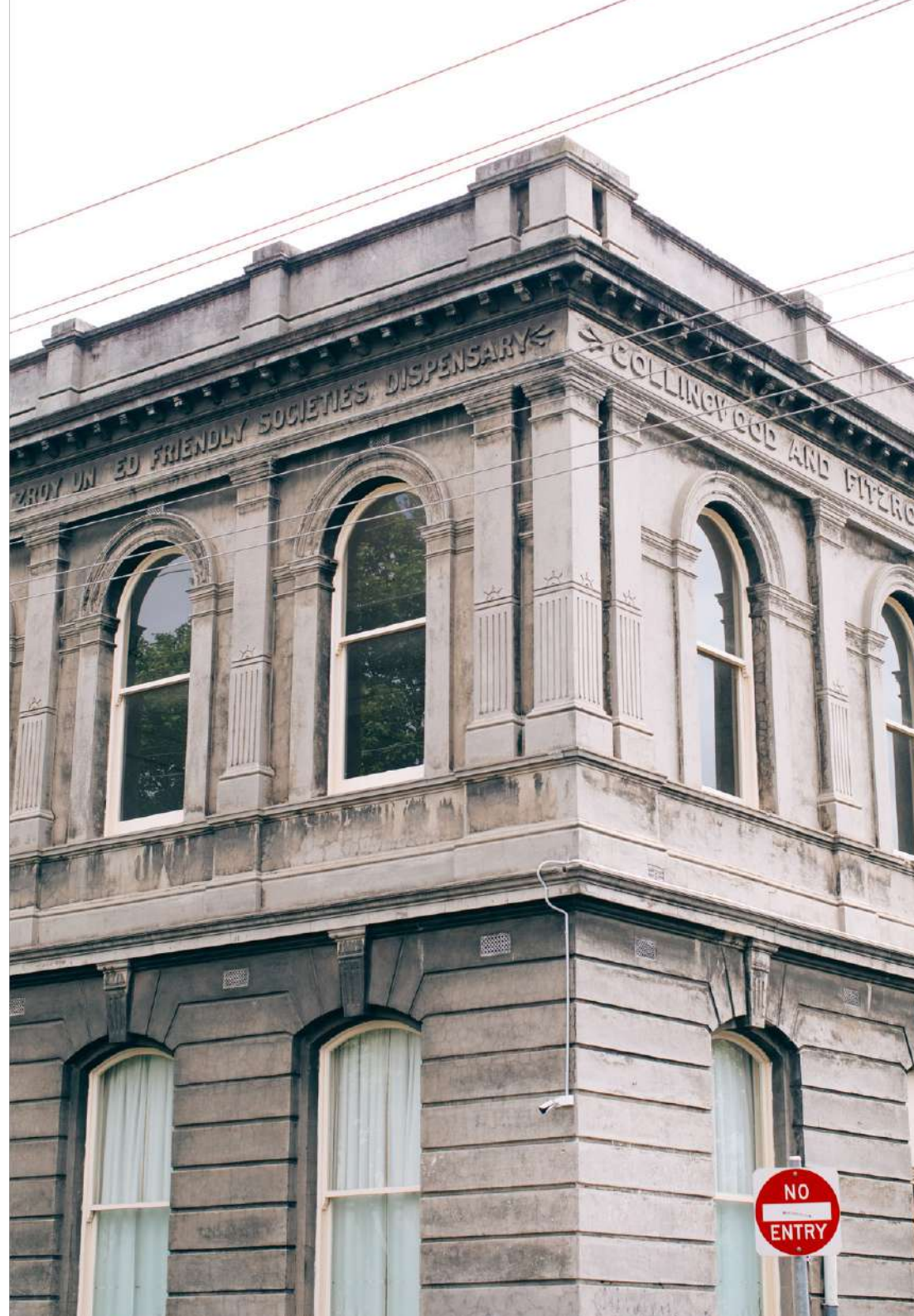


RUSSIAN HOUSE

EVENT BOOKING INFORMATION

ICONIC MULTIFUNCTIONAL VENUE

Russian House acknowledges the Traditional Owners and Custodians of the land on which we gather, the Wurundjeri Woi-wurrung. We also acknowledge the neighboring Kulin Nation groups, the Boonwurrung and Bunurong people, and pay our respects to elders, past and present.



ADDRESS

Russian House, 118 Greeves Street,
Fitzroy, 3065

ACCESSIBILITY

There is no elevator and the first level is NOT wheelchair accessible. Please contact us if you need any assistance on the day.
Guide dogs and service animals are allowed.

VENUE

- **Crystal Hall** - Capacity: 130 Standing and 80 Sitting
- **Emerald Hall** - Capacity: 130 Standing and 80 Sitting
- Courtyard - Capacity: 85 Standing and 25 Sitting
- Dining Room - Capacity: 85 Standing and 25 Sitting
- Fully Equipped Kitchen
- Storage Areas
- BYO license
- Equipment Hire
- External Catering

AVAILABILITY

Mondays, Tuesdays, Wednesdays, Thursdays,
Fridays, Saturdays & Sundays
(5am - 11.30pm)

Limited on-site parking

Plenty street parking

Close to public transport

VENUE CONTACTS

Bookings: bookings@russianhousemelbourne.org.au

Elmira - 0403891870

Marketing: marketing@russianhousemelbourne.org.au

Nikita - 0401633173



OUR DEAL

- Russian House may apply a duty manager charge, as well as a cleaning fee for events with more than 40 guests or those running over 4 hours.
- Depending on the scale and nature of the event, a refundable security deposit ranging from \$300 to \$1,700 may also be requested.

Venue Hire Crystal or Emerald Hall (including dining room and courtyard)

- Mon-Thu (5am - 11.30pm) and Fri (5am - 5pm)
1-3h \$150 per hour (ex GST)
4-8h \$125 per hour (ex GST)
9-20h \$100 per hour (ex GST)
- Sat-Sun (5am - 11.30pm) and Fri (5pm - 11.30pm)
1-3h \$200 per hour (ex GST)
4-8h \$160 per hour (ex GST)
9-20h \$130 per hour (ex GST)

Non for profit and community organisations are eligible for a discount.

Extras hire

Fully equipped kitchen flat rate

Tables and chairs set up rate (40+ capacity)

Grand piano

Staff (per hour)

Duty manager \$50

Technician \$50

Removalist \$45

Service staff \$45

Lightning hire package \$200

x 4 Chauvet DJ SlimPAR Q12BT Pack LED lamps

x 1 Laserworld EL-230RGB MKII RGB

x 2 Lightning stands

x 2 Stage Lightning

Audio hire package 1 \$500

Mixer sound craft ui 24r

Shure powerbase PB4x4

Quest QA 1004

x 2 Active speakers H&H

x 2 Passive speakers quest qs 500

x 4 Speaker stands

x 1 Subwoofer

Keyboard stand

x 3 vocal microphones

x 2 instrumental microphones

x 10 XLR cables between 5-20 meters

Audio hire package 2 \$300

Mixer sound craft ui 24r

Shure powerbase PB4x4

Quest QA 1004

x 2 Active speakers H&H

x 2 Speaker stands

Keyboard stand

x 3 vocal microphones

x 2 instrumental microphones

x 10 XLR cables between 5-20 meters



CRYSTAL HALL

GROUND FLOOR

Experience the grandeur of Crystal Hall, a versatile space perfect for private functions, theater and dance classes, performances, conferences, workshops, and general meetings.

Size: 86sqm

Flooring: Polished timber floors

Ambience: High ceilings and great natural light

Entry: Separate access from Greeves Street

Mirrors: Wall-to-ceiling mirrors with a ballet barre

Facility: 80 chairs and 12 tables (available upon request)

Three seater sofa (available upon request)

2 One seater sofas (available upon request)

3 Heating and Cooling system units

Security: Cameras located at the front and back of the building, hallway and Crystal hall

Audio/Visual:

Great natural acoustics

Pair of 10-inch PAs on wall mounts and a 12-channel mixer

2 Microphones & stands (special request)

Projector and 2 TV screens on stands (special request)

Grand piano (special request)



EMERALD HALL

FIRST FLOOR

Transform your event into something special with Emerald Hall, an ideal space for private functions, theater and dance classes, performances, workshops, and general meetings.

Size: 86sqm

Flooring: Polished timber floors

Ambience: High ceilings and great natural light

Facility: 80 chairs and 12 tables (available upon request)

Three seater sofa (available upon request)

2 One seater sofas (available upon request)

2 Heating and Cooling system units

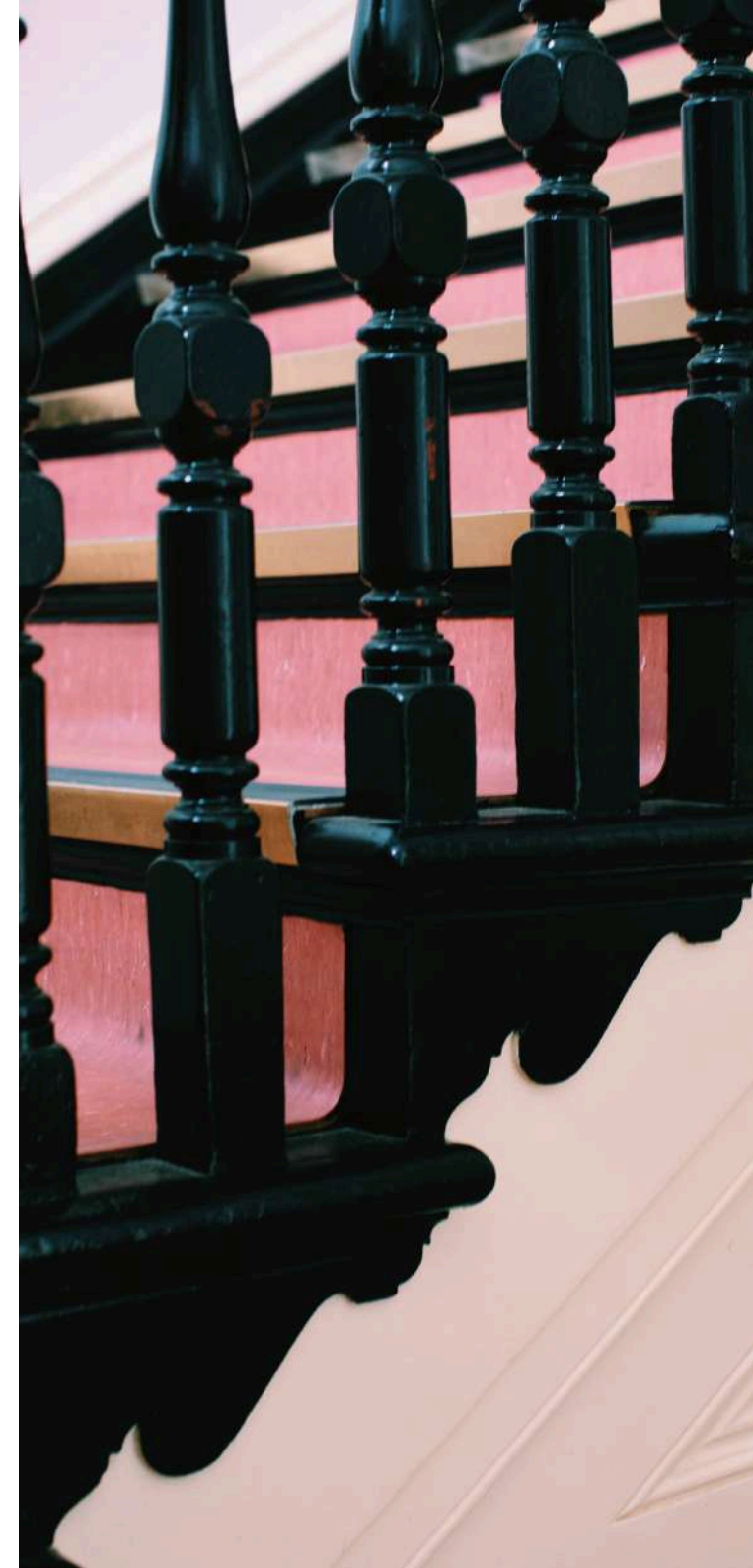
Audio/Visual:

Great natural acoustics

2 Microphones & stands (special request)

Projector and 2 TV screens on stands (special request)

Upright piano (special request)



DINING ROOM & KITCHEN

Kitchen

18sqm

Gas stove 6 burner

Gas oven

Commercial freezer and fridge

Dishwashing machine

Kitchen utilities

80 Plates

80 Bowls

Microwave

Cooking HVAC

Tea/ Coffee Facilities

Heating and Cooling unit

Dining room

Size: 25sqm

4 Tables

24 Chairs

Tv with web camera



WARNINGS

- Please be aware that we have a strict noise policy due to The Russian House being located in a residential area. If your event is set to produce outstanding noise, you must discuss this with your booking manager.
- The Hirer must, during the period of hire, hold a current public liability insurance.

CANCELLATION FEE

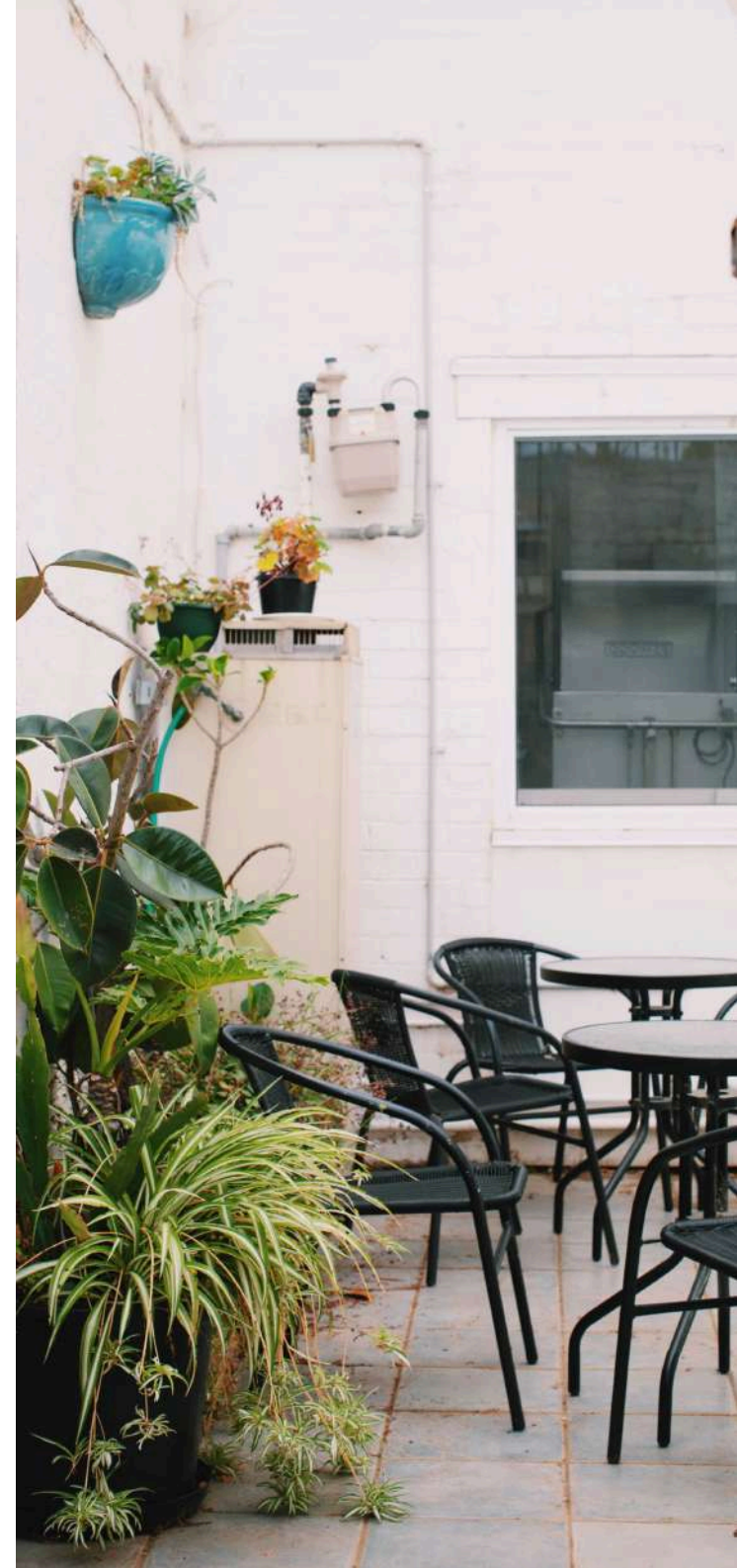
Cancellations made between 7 and 14 days prior to the event will receive a 50% refund. Please note that any additional marketing services agreed upon are also non-refundable.

SETTLEMENT

To finalise your booking you will need to return your completed contract to booking@russianhousemealbourne.org.au. Once we receive your email, you will be sent an invoice for the full amount, which needs to be paid within 7 days (or within a period otherwise specified by your booking manager) for the booking to be considered final.

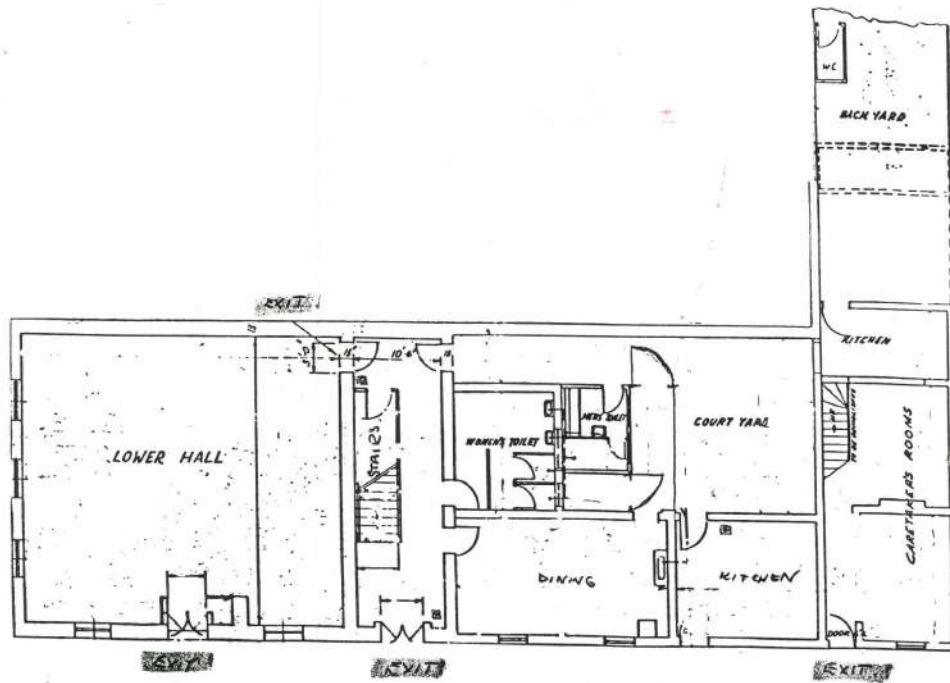
MEDIA

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FLOOR PLANS

GROUND FLOOR.



1ST FLOOR.

