

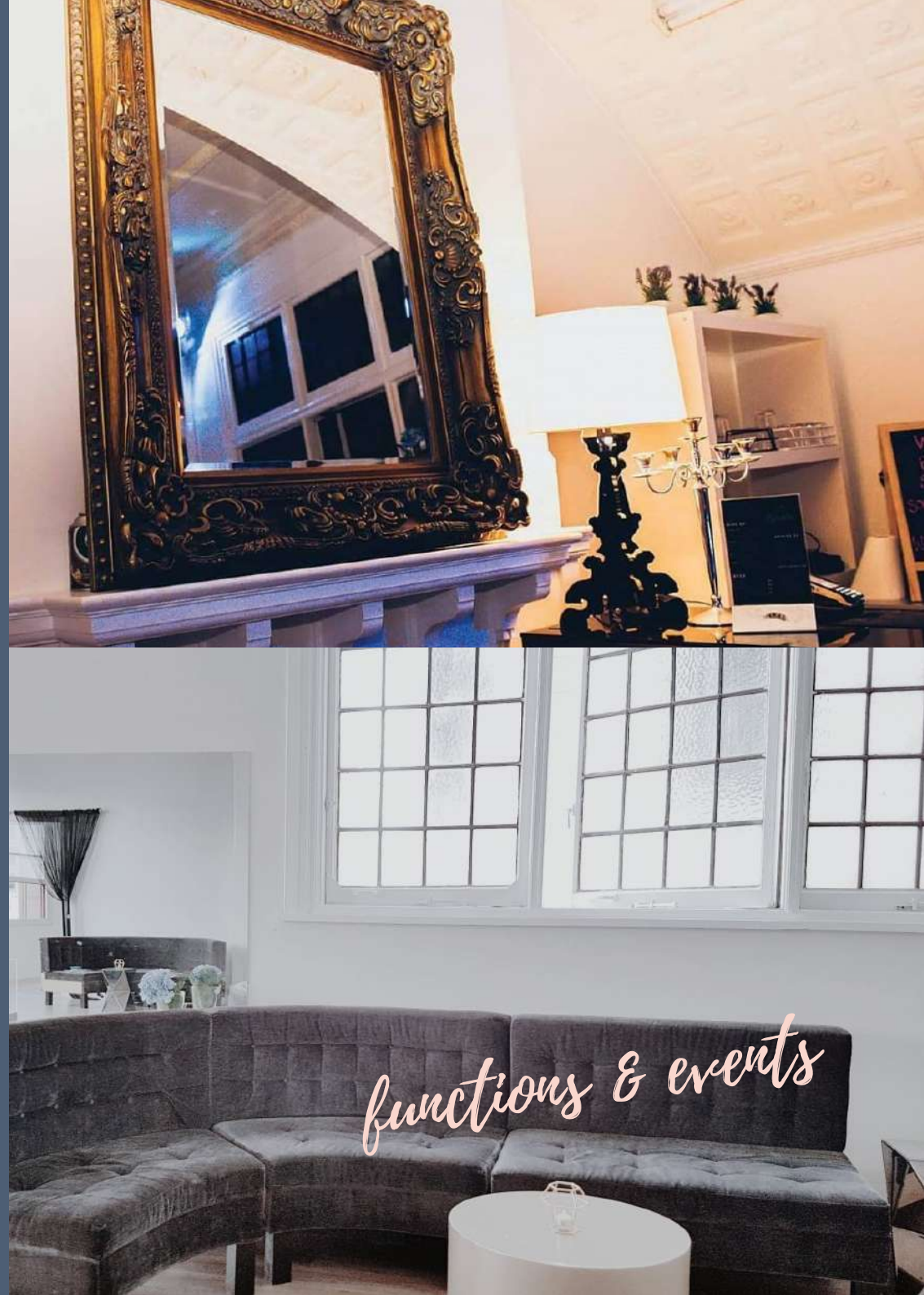
THE
LOFT
ADELAIDE

LEVEL 3/14 GRENFELL ST, ADELAIDE 5000

BOOKINGS BY APPOINTMENT | 7 DAYS UNTIL 3AM

P: 0423 004 491 | MAIL@THELOFTADELAIDE.COM.AU

WWW.THELOFTADELAIDE.COM.AU

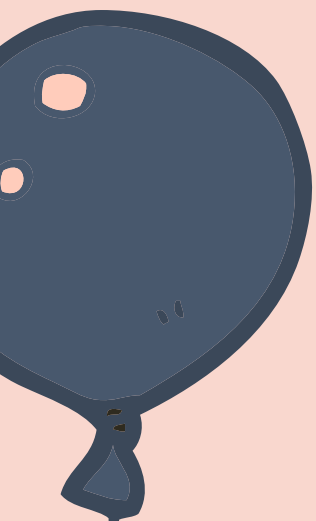


ABOUT

The Loft Adelaide is a beautifully presented blank-canvas style function & events venue on Level 3 of 14 Grenfell Street in what used to be the old Tattersalls Building, built in 1917.

Catering from 20 up to 230 people, with a 7 day licence until 3am, booking is as easy as choosing a space and selecting a bar & food option. The rest is up to you! Rooms include The Main Loft with Cocktail Bar for up to 160 cocktail-style, The Lounge Loft with Bar for up to 80 cocktail style or book the Entire Venue exclusively for up to 230 people. Use of Furniture, Cocktail Tables, Lights, Sound, Decor is included in all bookings up to 6 hrs.*

Choose one of our packages, or chat to our function manager and we can work with you to customise an option to suit your needs. Come discover Adelaide's newest secret spot!



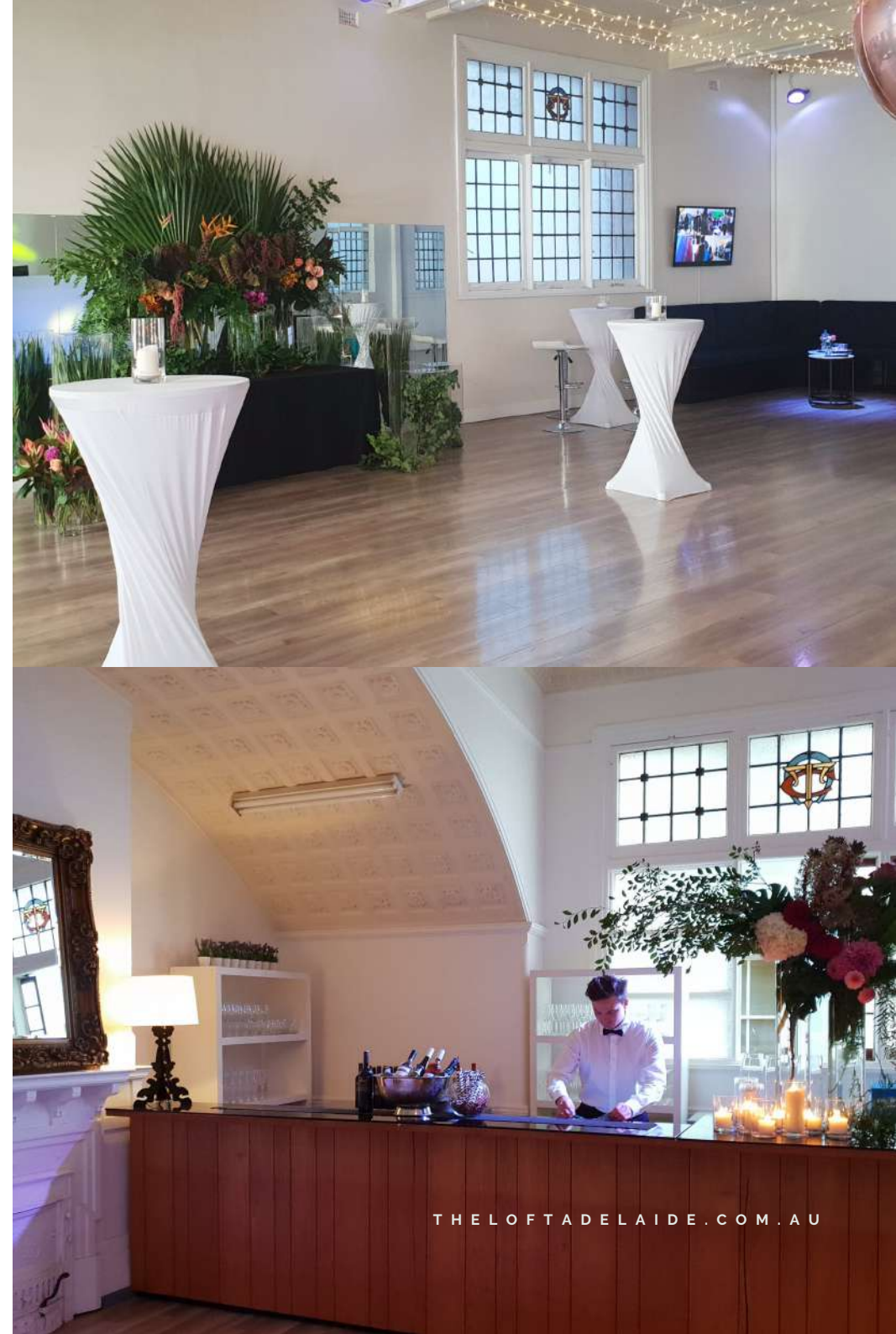
FUNCTIONS & EVENTS

A Boutique CBD Venue

THELOFTADELAIDE.COM.AU

THE VENUE

- EXCLUSIVE HIRE
- UNIQUE CBD VENUE
- UP TO 5.5 HOURS
- AVAILABLE 7 DAYS
- LICENCED UNTIL 3AM
- UP TO 230 PEOPLE
- INCLUDES FURNITURE & DECOR
- INCLUDES LIGHTS & SOUND
- EASY BAR OPTIONS
- FLEXIBLE ROOM LAYOUT
- FOOD PLATTERS OR BYO*
- PRIVATE FUNCTIONS OR TICKETED EVENTS*
- NEXT TO RUNDLE MALL
- PRIOR ENTRY OK *IF AVAILABLE
- LIFT ACCESS



THE MAIN LOFT

includes Private Bar

Cocktail 40 - 160

UP TO 5.5 HOURS EXCLUSIVE HIRE

UNIQUE CBD EVENT SPACE

PRIVATE BAR & STAFF INCLUDED

PARTY & MOOD LIGHTING

LARGE OPEN-PLAN LAYOUT

HIGH CEILINGS 4.5M+

INCLUDES FURNITURE & DECOR (POA)

RED CARPET, LOUNGES, COCKTAIL TABLES

PLAY YOUR OWN MUSIC VIA USB, MP3, LAPTOP

FLEXIBLE BAR OPTIONS

ELEVATOR ACCESS

LICENCED UNTIL 3AM

VENUE HIRE

MON - THURS \$450 | FRI - SUN \$650

MINIMUM SPEND

MON - THURS \$800 | FRI - SUN \$1500

BAR OPTIONS

BAR TAB, DRINK PACKAGES, CASH BAR *DEPOSIT APPLIES

FOOD (EXTRA)

PLATTERS OR BYO CATERING *T&CS APPLY



THE LOUNGE LOFT

includes Private Bar

Cocktail 20 - 85

UP TO 5.5 HOURS EXCLUSIVE HIRE

UNIQUE CBD EVENT SPACE

PRIVATE BAR & STAFF INCLUDED

PARTY & MOOD LIGHTING

MIRRORED WALL 12M

HIGH CEILINGS 4.5M+

INCLUDES FURNITURE & DECOR (POA)

RED CARPET, LOUNGES, COCKTAIL TABLES

PLAY YOUR OWN MUSIC VIA USB, MP3, LAPTOP

FLEXIBLE BAR OPTIONS

ELEVATOR ACCESS

LICENCED UNTIL 3AM

VENUE HIRE

MON - THURS \$450 | FRI - SUN \$500

MINIMUM SPEND

MON - THURS \$800 | FRI - SUN \$1200

BAR OPTIONS

BAR TAB, DRINK PACKAGES, CASH BAR *DEPOSIT APPLIES

FOOD (EXTRA)

PLATTERS OR BYO CATERING *T&CS APPLY



THELOFTADELAIDE.COM.AU

FULL VENUE BOOKOUT

Cocktail 80 - 230

UP TO 6 HOURS EXCLUSIVE HIRE

UNIQUE CBD VENUE

AVAILABLE 7 DAYS

LICENCED UNTIL 3AM

BAR STAFF INCLUDED

HIGH CEILINGS 4.5M+

INCLUDES FURNITURE & DECOR (POA)

PLAY YOUR OWN MUSIC OR ADD DJ

ELEVATOR ACCESS

RED CARPET ENTRANCE

PRIVATE EVENTS & FUNCTIONS

VENUE HIRE: \$1000

MINIMUM SPEND MON - THURS \$1500 | FRI - SUN \$2800

BAR OPTIONS INCLUDE PACKAGES, BAR TAB, CASH BAR. *DEPOSIT APPLIES

ALL TICKETED EVENTS - POA *T&CS APPLY



THELOFTADELAIDE.COM.AU

BOOKING INCLUSIONS

VENUE & FACILITIES

EXCLUSIVE VENUE HIRE

UP TO 5.5 HOURS

TOP LOCATION NEXT TO RUNDLE MALL

UNIQUE CBD EVENT SPACE

CHOICE OF ROOMS WITH PRIVATE BAR

CATERING FROM 20 - 230 GUESTS

FLEXIBLE BAR OPTIONS

FOOD PLATTERS OR BYO*

BAR STAFF INCLUDED

PARTY LIGHTING & AV INCLUDED

FLEXIBLE OPEN-PLAN LAYOUT

HIGH CEILINGS 4.5M+

FURNITURE & DECOR*

PLAY YOUR OWN MUSIC OR ADD DJ

ELEVATOR ACCESS

LICENCED UNTIL 3AM

BACK-ALLEY FOR LOADING/UNLOADING

FURNITURE & DECOR

INCLUDED IN ALL BOOKINGS

COCKTAIL BAR TABLES (14)

WHITE LYCRA TABLE COVERS

"WAVE" BAR STOOLS (48)

SINGLE OTTOMANS (18)

LOUNGES & VIP BOOTHS

METAL EASEL FOR BYO SIGN

6M LONG RED CARPET ENTRY

WIRELESS MIC FOR SPEECHES

*ALL ITEMS PENDING DATE AVAILABILITY

ADD EXTRA

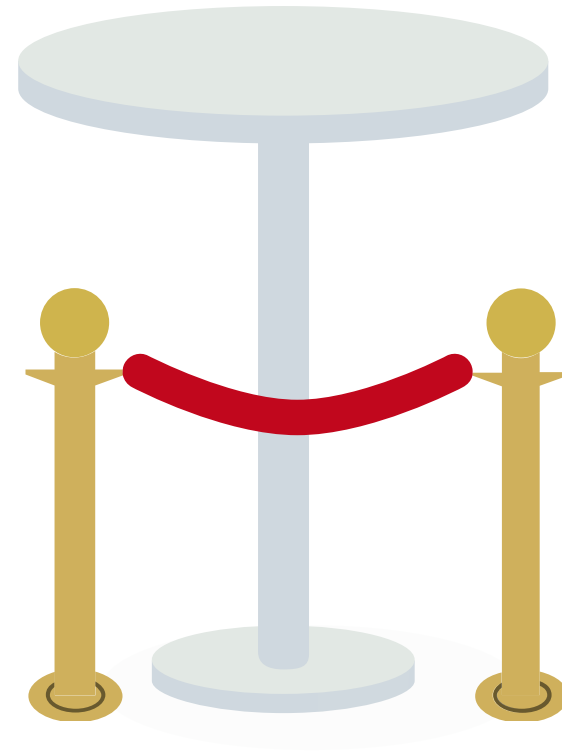
GOLD BOLLARD WITH RED/BLACK ROPE \$40 PER SET

(2) WELCOME / TICKET BOOTH \$30 EA

(1) JUMBO FOOD/DISPLAY TOWER \$30

DJ EQUIPMENT & MIXING SERVICE (POA)

SMOKE MACHINE & OTHER EXTRAS (POA)



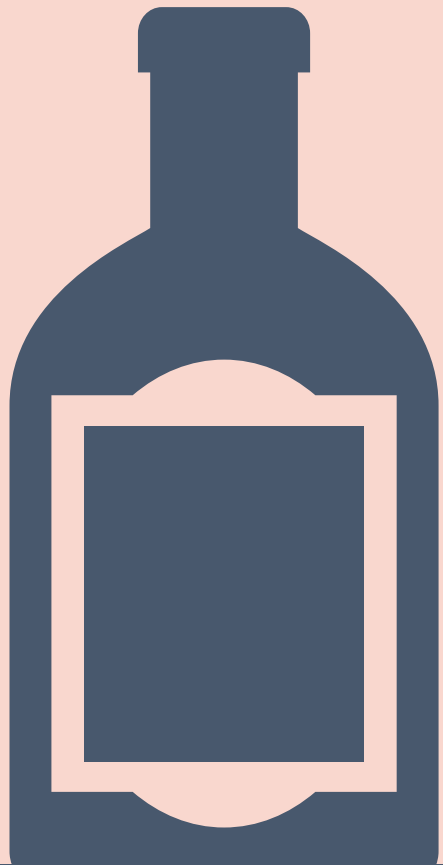




BAR OPTIONS

For Cocktail & Stand-up Events

THELOFTADELAIDE.COM.AU



Available Bar options include

BAR TAB
CASH BAR
DRINK PACKAGES

**minimum spend and conditions apply*

DRINKS MENU

THELOFTADELAIDE.COM.AU

WINE

House Wine - Serafino, McLaren Vale SA

SPARKLING



Serafino Sparkling Chardonnay	8 / 36
Bird in Hand Sparkling Pinot Noir	11 / 50

WHITE

Serafino Sauvignon Blanc	8 / 36
Pikes Riesling	10 / 45
Chapel Hill Chardonnay	9 / 40
Shaw + Smith Sauvignon Blanc	55
Serafino Moscato	8 / 36
Skillogalee Riesling	48

RED

Serafino Rosé	8 / 36
Serafino Shiraz	8 / 36
First Drop 'Mothers Milk' Shiraz	11 / 50
Wirra Wirra Churchblock	9 / 40
Langmeil 'The Long Mile' Shiraz	48

BEER *Bottled - Local & Imported*

Coopers Pale Ale	8
Hahn Super Dry	8
Heineken	9
Corona	9
Mismatch Lager (Cans)	10
Hills Cider Co.	9

SPIRITS / 10 *30ml & mixer*

Absolut	Vodka
Dewars	Scotch Whisky
Tanqueray	Gin
Jose Cuervo	Tequila
Captain Morgan Spiced	Rum
Jack Daniels	Tennessee Whisky
Johnnie Walker	Scotch Whisky
Havana Club	Rum
Bundaberg	Rum
Jim Beam	Bourbon Whisky
Bacardi	Rum
Malibu, Baileys, Campari, Jameson	

MORE *30ml & mixer*

Alizé Blu	11
78 Degrees Gin	12
Vodka Cruisers	10
Absolut Vanilla	11
Hennessy VS	13
Patron Cafe XO	13

SOFT / 4

Coke
Lemonade
Soda
Tonic
Ginger Ale
Coke No Sugar
Orange Juice
Lemon Lime Bitters
San Pellegrino Sparkling 250ml

BEVERAGE PACKAGES

Minimum 40 guests. For duration of function. Staff included.

OPTION 1 - Standard

3 hours - \$35 per person
4 hours - \$45 per person
5 hours - \$55 per person

WINE - *Please select 4 options*

Serafino, McLaren Vale SA

Sparkling

Sauvignon Blanc

Moscato

Rosé

Shiraz

BEER - *Please select 3 options*

Hahn Super Dry 330ml

Coopers Pale 375ml

Heineken OR 330ml

Corona 355ml

SOFT DRINKS & JUICE

OPTION 2 - Premium

3 hours - \$60 per person
4 hours - \$70 per person
Additional \$10 per person for following hours

WINE - *Please select 5 options*

Bird in Hand Sparkling Pinot Noir (Adelaide Hills)

Shaw + Smith Sauvignon Blanc (Adelaide Hills)

Pikes Traditionale Riesling (Clare Valley)

Skillogalee Riesling (Clare Valley)

Elderton Rosé (Barossa Valley)

Langmeil 'The Long Mile' Shiraz (Barossa Valley)

First Drop 'Mothers Milk' Shiraz (Barossa Valley)

BEER & CIDER - *Please select 4 options*

Hahn Super Dry 330ml

Corona 355ml

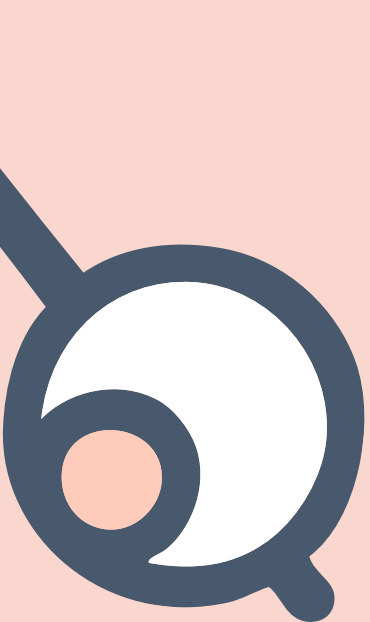
Heineken 330ml

Coopers Pale 375ml

Hills Cider 330ml

SOFT DRINKS, JUICE, SAN PELLEGRINO

Additional hours \$10pp | Base Spirits additional \$10pp | Excludes 18th & 21st Birthdays. Terms & Conditions apply, ask our Functions manager. Other non-package Bar options includes bar tab, subsidised or cash bar with minimum spend applicable.



Food & Catering options include

SELECT FROM OUR MENU OR BYO*

**See terms for details. New menu coming soon!!*

Add Extras

TO YOUR SPECIAL EVENT

DJ HIRE

\$85 PER HOUR | MINIMUM 2 HOURS

THEMED DANCE CLASS

60-90 MINS | FROM \$24PP | MINIMUM 12 GUESTS
OVER 12 STYLES TO CHOOSE FROM

FLOWER CROWN WORKSHOP

60-90 MINS DURATION | FROM \$35PP | MINIMUM 12 GUESTS

COCKTAIL MAKING CLASS

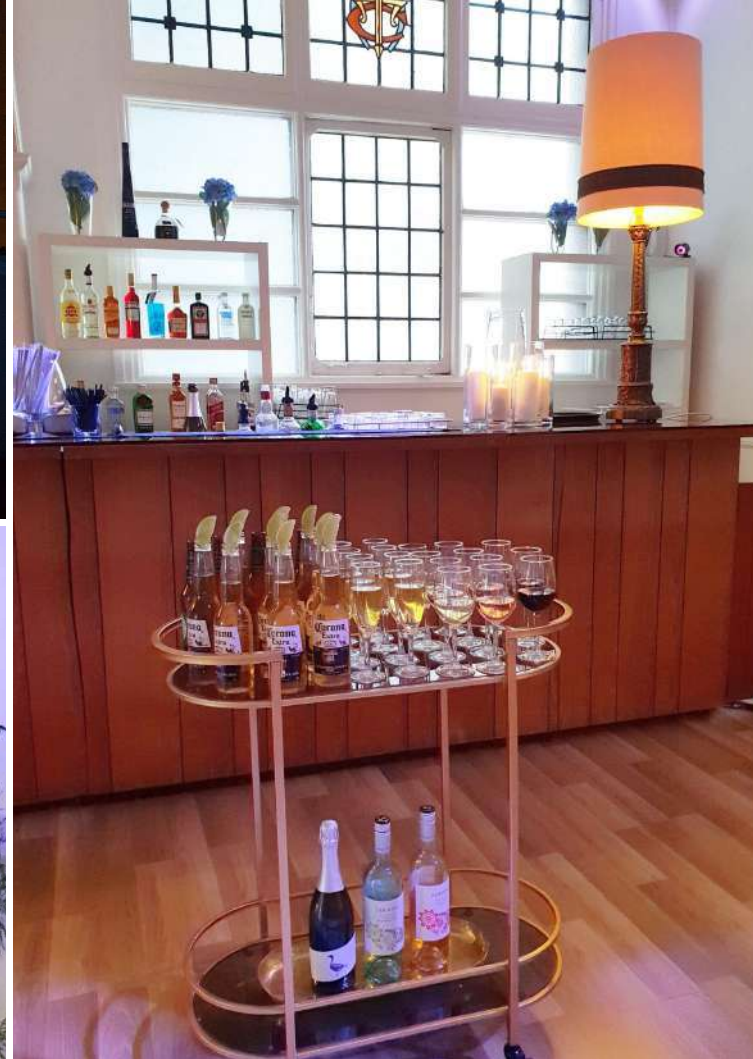
90 MINS | \$70PP | MINIMUM 12 GUESTS | 3 COCKTAILS EACH

TOPLESS WAITERS

\$120 PER HOUR | MINIMUM 2 HOURS | CHOICE OF UNIFORM

GUEST HOST | DRAG | PERFORMERS | LIVE SPEED ARTIST
PRICE UPON REQUEST

Prices subject to change. Discounts may apply pending numbers or package. Extras do **not** count towards minimum spend. See Terms for details.



TERMS & CONDITIONS

Venue Hire

The following hire fees apply to all bookings to be paid upon deposit.

The Main Loft

Mon - Thurs \$450 | Fri - Sun \$650

The Lounge Loft

Mon - Thurs \$450 | Fri - Sun \$500

Full Venue \$1000 any day

Deposits

The venue hire fees are required in full within 7 days of confirming your booking, together with minimum \$500 deposit towards the minimum spend.

*may vary depending on package type and guest numbers. All fees, deposits, payments, tabs are non-refundable.

Venue Hours

The venue may be available on the day of your event prior to scheduled time, for any set up required. Prior entry must be arranged beforehand with management and confirmed in writing. The venue is fully licenced 7 days from 7.00am – 3.00am Monday - Sunday.

Hire Includes

Use of existing facilities, AV & sound, lights, furniture as outlined, bar staff as required, exclusive hire (functions may be extended upon request. T&Cs apply). Standard room set-up. All functions are to be prepaid in full. Final fees are due 28 days prior to event. See terms.

Bookings & Confirmation

To confirm your booking, we require the completed Terms & Booking Form to be returned to us along with your fees/deposits within 7 days of making a tentative booking. All bookings will remain tentative until such time that full deposit is paid & form returned. If the deposit & booking form is not received, we may release the date to other prospective clients. Custom quotes are valid for 14 days.

Additional Services & Extras

Security — required for all bookings as per our licence and will be charged extra at the subsidised rate of \$30ph for duration of event. See terms for details.

DJ Hire — \$85 per hour. min 2 hours

BYO Catering surcharge* — \$100 or \$1.10 per guest (whichever is greater) applies to all self-catering bookings. Please note, no kitchen facilities or equipment onsite. *No surcharge for dessert-only eg. lolly buffet, donut wall.

Additional Deep Cleaning — \$250

DJ equipment, booth & mic — POA

Extras & Additional Staff — POA

Cleaning

General cleaning is included in the cost of the function. If excessive mess and deep cleaning is required, additional charges will be incurred as above. You will be notified immediately and payment due within 7 days of the event. Please note that glitter, confetti and artificial petals are prohibited and the cleaning fee will be charged upon unauthorised use of items.

Payment of your Account

Final fees for your event, including any minimums, packages, security or extras will be invoiced to you and payment is required in full 28 days prior to the event. Additional guests can still be added afterwards, see next. We accept payments by Visa, Card, Cash, By Phone, Bank Transfers. We are: Frappe Australia Pty Ltd ABN 16 603 403 603, t/as The Loft Adelaide.

Beverage & Food Options

See our function pack as details vary and may be subject to change. Drink packages must be for duration of function unless approved otherwise. Minimum numbers required for some Bar options, may vary.

Final Attendance Numbers

Final number of guests are required upon payment of your account, however any additional guests can be added and paid for up to 7-days prior to the event. Changes made within the 7-day period may incur additional charges. Any on-the-night extras must be paid upon departure of your event.

Cancellation & Agreement Policy

When a confirmed booking is cancelled prior to the event, there will be a full loss of hire/deposits and all payments made. Fees towards a booking are 100% non-refundable. When booking at The Loft Adelaide you agree to the terms and conditions herein.

TERMS & CONDITIONS

BYO Decor

You may decorate the space or bring in external Hire items at no additional cost. Please note no drilling, stapling, sticky tape, hammering allowed. No damage to walls or building either before, during or after the event. Items must be removed upon conclusion of event, unless prior written permission from management is given and alternate arrangements are made.

BYO Catering & Food

Clients can choose to BYO food through any certified caterer. A surcharge of \$100 per booking or \$1.10 per guest, whichever is greater, applies to all self-catering bookings. Please note no kitchen facilities or equipment on site. We recommend your caterer make at least one site visit prior to your event. Insurance certificate required, see terms for details. Staff or service not included.

Access

Guest entry via Grenfell Street, and Elevator access to Level 3. Should you require loading/unloading of items, there is back-alley access to the back of the building for pick-up and drop off only. Please let us know beforehand should you intend to use the service entrance, supervision may be required.

Toilets

Unique heritage Toilets are located on Level 5 for guests (elevator access). Ample signage is available. At times, Staff toilets on Level 3 may be used by guests by prior arrangement with management, and pending numbers.

Insurance

The Loft Adelaide will not be held responsible or pay any premiums on any insurance policies against injury, damage to or loss of equipment, merchandise or personal property of guests or third-party suppliers left on the premises prior to, during or after a function. Third-party caterers must supply the venue their COC at least 7 days prior to the event.

Responsible Service of Alcohol

All staff are trained and follow 'Responsible Service of Alcohol' and by law may refuse to serve alcohol to any person that is deemed intoxicated. Underage Guests (Under the age of 18 years) Underage guests will only be permitted in the venue if accompanied by a legal guardian at all times. All underage guests must leave the premises by 12am.

Lost Property

The Loft Adelaide will not accept responsibility for any damage or loss of property left on premises prior, during or after the function. This responsibility lies solely with the client.

Miscellaneous

Special Offer terms may vary. Please note if Full Venue is booked, only Main Bar will be open for service unless approved otherwise. No GST included. Public Holidays incur 20% surcharge. Please note some events may attract a refundable security deposit or special terms. No candles or open flames allowed unless authorized, and must be contained in tall vase or votive.

Audio Visual

We will endeavor to assist with any audio-visual requirements needed for the event. These things take time and patience. We ask that everything is tested well prior to the date of the event so any issues can be ironed out with plenty of time to spare. We will not take responsibility for things not working if they haven't been tested prior.

Proof of Age

All guests will be required to present ID at the door. We only accept Australian Driver's Licence, Australian Proof of Age or a Passport.

Security

As per our licence, security at point of entry Level 3 is a requirement for all bookings and will be charged extra at the subsidised rate of \$30 p/h for duration of the event. Typically 1 per 95 pax.

Damage to Property

The client is responsible for the conduct of all guests and will take full responsibility for any damage to persons or property caused by client or guest. If any furniture, equipment or other part of the venue is damaged/broken, the person responsible for the function is financially liable; cost of repairs will be forwarded to them and payment required within 7 days.

Client Responsibility

The client is required to inform all relevant personnel involved in attending the function of these terms and conditions.

BOOKING FORM

CLIENT & EVENT DETAILS

CLIENT NAME

PHONE

EMAIL

EVENT TYPE

EVENT DATE

NO. OF GUESTS

START TIME

END TIME

WHICH ROOM?

THE MAIN LOFT / THE LOUNGE LOFT / FULL VENUE

CONTACT PERSON

(IF DIFFERENT THAN ABOVE)

NAME:

MOBILE:

ACCEPTANCE

I agree and accept the Terms & Conditions outlined, I understand the Terms & Conditions and confirm all details are correct.

PRINTED NAME

SIGNATURE

DATE

FUNCTION COORDINATOR

SIGNATURE

DATE

*Start Time refers to start of the event. Prior Entry / Early Setup pending availability. End time refers to conclusion of event including exit.

BOOKING PAYMENT

HIRE FEE / DEPOSIT

DEPOSIT METHOD

VISA CHEQUE MASTERCARD CASH

NAME ON CARD

CARD NUMBERS

EXPIRY DATE

CVV NUMBER

AMOUNT AUTHORISED

DEPOSIT TAKEN BY

WE ALSO ACCEPT BANK TRANSFERS TO:

THE LOFT ADELAIDE
BSB: 015 140
ACC NUMBER: 468 144 536

THANK YOU

We look forward to your special event!

The Loft Adelaide
Level 3, 14 Grenfell Street
Adelaide CBD, SA 5000
0423 004 491
www.theloftadelaide.com.au

WHAT NEXT?

PLEASE RETURN THIS COMPLETED BOOKING FORM
WITHIN 7 DAYS OF CONFIRMED AVAILABILITY, AND WE'LL
PROCESS PAYMENT TO CONFIRM YOUR BOOKING

MAIL@THELOFTADELAIDE.COM.AU

**Please note bank transfers may take up to 3 days. Invoices upon request only.*