

**DANCE
COMPANY** **SYDNEY**

Venue Hire Information

Sydney Dance Company's recently refurbished Wharf Studios is home to a variety of dynamic waterfront spaces ideal for creative, social and business-related events.

Location

Wharf 4/5, Walsh Bay Arts Precinct, 15 Hickson Road, Dawes Point

Permitted Usage Hours

Depending on the nature of your event, the following hours of usage are permitted:

Event Days	9am - 12am (<i>indoors only</i>)
Bump In/Out	8am - 10pm
Deliveries	7am - 7.30pm (<i>10pm for low noise activities</i>)

Parking

Limited on-street parking is available outside Sydney Dance Company on Hickson Road and surrounding streets.

The area is also serviced by the following parking stations:

- [Barangaroo Point Car Park](#)
- [Barangaroo Reserve Car Park](#)
- [Bond One Car Park](#)

Public Transport

Bus	Sydney Dance Company can be reached by the 324, 325 and 311 bus services
Ferry, Light Rail and Train	Sydney Dance Company is a 15 minute walk from Wynyard rail station or Circular Quay light rail, train and ferry terminals.

For updated information, please visit transportnsw.info or phone 131 500.

Accessibility

Sydney Dance Company offers ramp access for those using wheelchairs, mobility scooters or prams. Accessible toilets are also available and include braille signage, grab rails, and baby change tables for parents or carers.

Smoking

Sydney Dance Company and the Walsh Bay Arts Precinct is a fully non-smoking area. Smoking is not permitted on site at any time.

Catering

Catering services for events at Sydney Dance Company are available through a selection of recommended experienced caterers Cook & Waiter, European and Mr Jones.

Commercial kitchen facilities are available on site and can be made available for events.

Sample menus and beverage packages are available upon request by contacting the Events Team to discuss your food and beverage requirements at events@sydneydancecompany.com

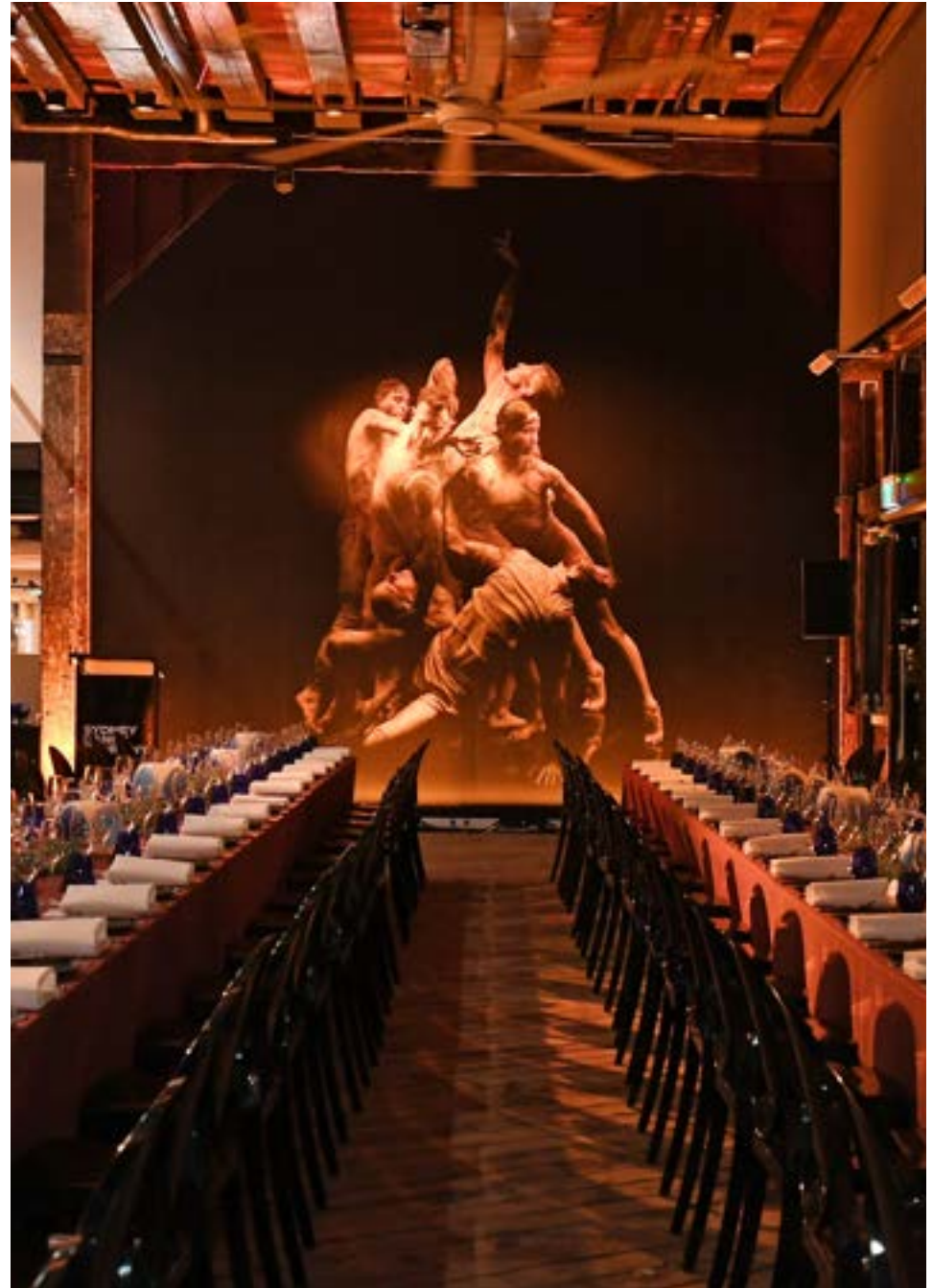


Heritage Considerations

The existing fabric of the building is of heritage significance therefore, the use of the building must not damage the heritage fabric of the building i.e. must not involve any penetrations into, or interference with, or surface impacts to, the existing fabric of the building.

The use of naked flames is also not permitted in any indoor venue at any time.

Sydney Dance Company and the Walsh Bay Arts Precinct is a fully non-smoking area. Smoking is not permitted on site at any time.



Facilities and Services

Toilets

Toilet facilities are available for those hiring the venue on the Ground Level and are also used by class attendees during Sydney Dance Company operating hours.

There are public toilets in the breezeway outside the main entrance to Sydney Dance Company, open between 9am-9pm.

Power, Lighting and Sound

Sydney Dance Company offers a range of services including power, lighting and sound. Venue Hire rates include available services within the hired area, please refer to the Venue Specifications document for full details.

Internet

Public Wi-Fi is available across the building at 100 Mbps.

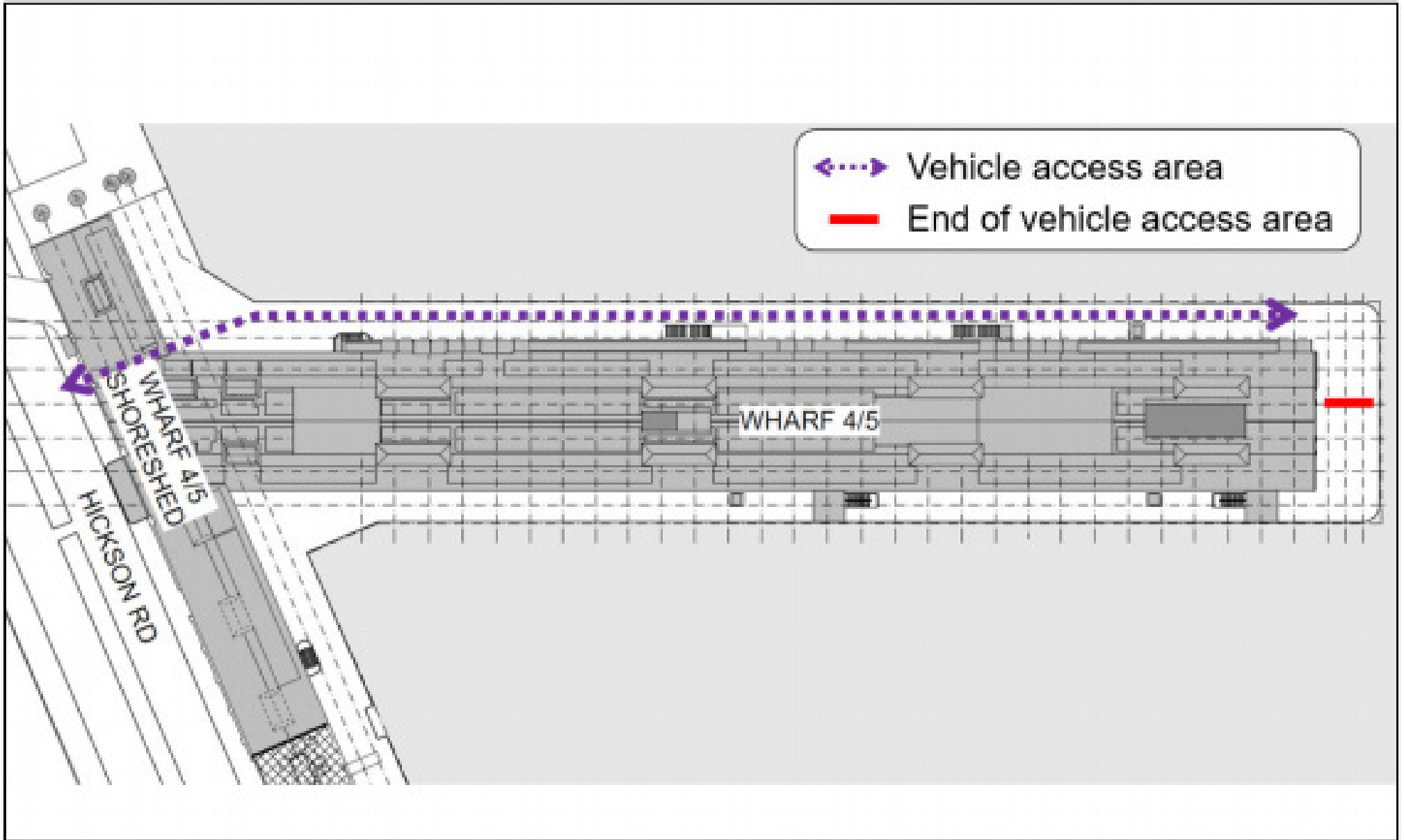
Deliveries

Vehicle access for deliveries to Sydney Dance Company is via Entry 5 on Hickson Road and must be arranged prior to the event day. Vehicles are required to travel at a maximum speed of 10km per hour and are to have hazard warning lights activated at all times. An Event representative is to escort vehicles undertaking a 3 point turn at the end of the apron to provide enhanced safety for the general public.

Vehicle Specifications

Dimensions	Vehicles up to 8.8m long
Maximum Weight	10 tonnes

Deliveries



Noise

Due to the location of Sydney Dance Company, events are required to minimise the impact of noise generated on surrounding neighbours.

The following restrictions and noise levels apply:

- Amplified music is not permitted outdoors
- Internal speakers are not to be directed outdoors or towards the public domain
- All doors and windows are to be closed from 10pm
- The sound generated by the event must be controlled and not result in the transmission of 'offensive noise' as defined in the Protection of the Environment Operations Act 1997

Event Noise Limits

Hours	Noise Limit - Leq (15 minute) dB (A)
9am - 6pm	55
6pm - 12am (midnight)	50

Cleaning and Waste

The Licenced Area will be cleaned before the commencement of the hire period. The Event Organiser is responsible for maintaining the cleanliness of the area for the duration of the hire period. The Event Organiser is responsible for removing all waste from the Licenced Area or will be required to engage the Sydney Dance Company cleaning provider. All costs associated with waste removal and any additional cleaning will be at the expense of the Event Organiser.

Consumables

Toilets will be stocked for initial use at the beginning of the hire period. Replenishment of these consumables can be arranged via Sydney Dance Company at an additional cost.

Production & Event Management

Staff

As each event has different requirements, operational staffing is not included in venue hire fees.

Depending on the nature of your event, additional staffing such as Front of House Manager, Venue Supervisor, Box Office and Ushers may be allocated to assist with the safe delivery of your event.

Sydney Dance Company's technical staff may also be required to set up and operate all technical equipment for your event including staging, lighting, sound and audio-visual.

The Sydney Dance Company Events Team will determine the additional staff required to complete the tasks needed for your event.

Security

The Event Organiser must engage adequate staff to manage guest numbers, including their arrival and departure.

Licensed security is required for the duration of an event for all functions over 100 people or where the service or sale of alcohol is involved.

Security can be arranged via the Events Team at an additional cost.

Insurance

The Event Organiser must hold a Public Liability Insurance minimum of \$20 million coverage. All other insurances including Workers Compensation, General Business, etc. are the sole responsibility of the Event Organiser. A current certificate of currency must be presented to Sydney Dance Company prior to the event.



Communication & Marketing

All advertising, marketing and promotion of your event must be submitted for review and approval by the Sydney Dance Company Marketing team prior to being published.

Please allow a minimum ten business days from submission to review and approve any documentation.

Signage

Use of the Sydney Dance Company digital screens located within the Licenced Area is permitted subject to approval prior to the Event day. Please contact a member of the Events Team to arrange use of digital signage.

Digital Screen Specifications

Single Screen Ratio

Portrait	1080(w) x 1920(h)
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Landscape	1920(w) x 1080(h)
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3-Screen Ratio

Landscape	1920(w) x 1080(h) (640w each panel)
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Additional signage including A-frames, non-event related and third-party advertising is not permitted unless otherwise stated.

Filming and Photography

Approval is required to film or photograph during the event period. This includes the publication of any content for commercial purposes.



Ticketing

Ticketing for events is managed internally via the Sydney Dance Company Customer Service team.

When your booking is approved, you will be directed to a member of the Customer Service team who will coordinate the build of your event. A ticketing form will be supplied which captures the required information to develop your event page including ticket prices, special offers and marketing copy.

A minimum of ten business days from receipt of your completed form is required in order to publish your event page online and place your tickets on sale.

Ticketing Fees

The following rates apply for Sydney Dance Company Ticketing services and are GST inclusive.

Event Build	A flat rate of \$110 is charged per event to coordinate the event ticketing build.
Additional Cost	Further changes to event build will incur a charge of \$55 per hour.

Ticket Charges

Ticket Prices	Inside Charge
\$0.00 - \$35.00	\$3.00 per ticket
\$35.00 +	\$6.00 per ticket
Complimentary Tickets	\$3.00 per ticket

Cancellations

In the event of a Ticketing Services cancellation a fee of \$50.00 will apply.

Merchandise

The sale of merchandise is permitted at selected sales points. Sydney Dance Company will provide staff to sell general merchandising on your behalf at an additional cost.

Merchandise must be delivered to Sydney Dance Company within 2 days of your event date, and any unsold merchandise collected within 2 days after the event.

How to book

To discuss your function or event contact:

events@sydneydancecompany.com

+61 2 9258 4884

sydneydancecompany.com

[@SydneyDanceCo](https://www.instagram.com/SydneyDanceCo)

