

Venue Support

Ryde Civic Centre
1 Devlin Street Ryde
Locked Bag 2069
North Ryde NSW 1670

Telephone 9952 8328
or 9952 8323
Mobile 0408 208 397

Fax 9952 8322

Email
venuesupport@ryde.nsw.gov.au

Website
www.ryde.nsw.gov.au

Telephone Typewriter (TTY)
9952 8470

Office Hours

8.30am-4.30pm
Monday to Friday



Civic Hall

1 Devlin Street Ryde

Facilities

Stage/lighting/curtains
Kitchen
Air conditioning
Female toilets (8)
Male toilets (4)
Change room
Public address system – 5 microphones
Parking
Disabled access
Three phase power
Grand Piano

Available for

Conferences
Weddings
Dinner dances/cocktail parties
Ballroom dancing
Eisteddfod
Musicals/theatre
Concerts
Community festivals
Trade fairs

Catering

Available for self catering
Large kitchen – fridges/bain marie
Dishwasher

Equipment

Trestle tables
Chairs
CD player

Capacity

Theatre	700
Dinner dance/wedding	460
Cocktail Party	500

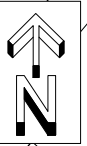
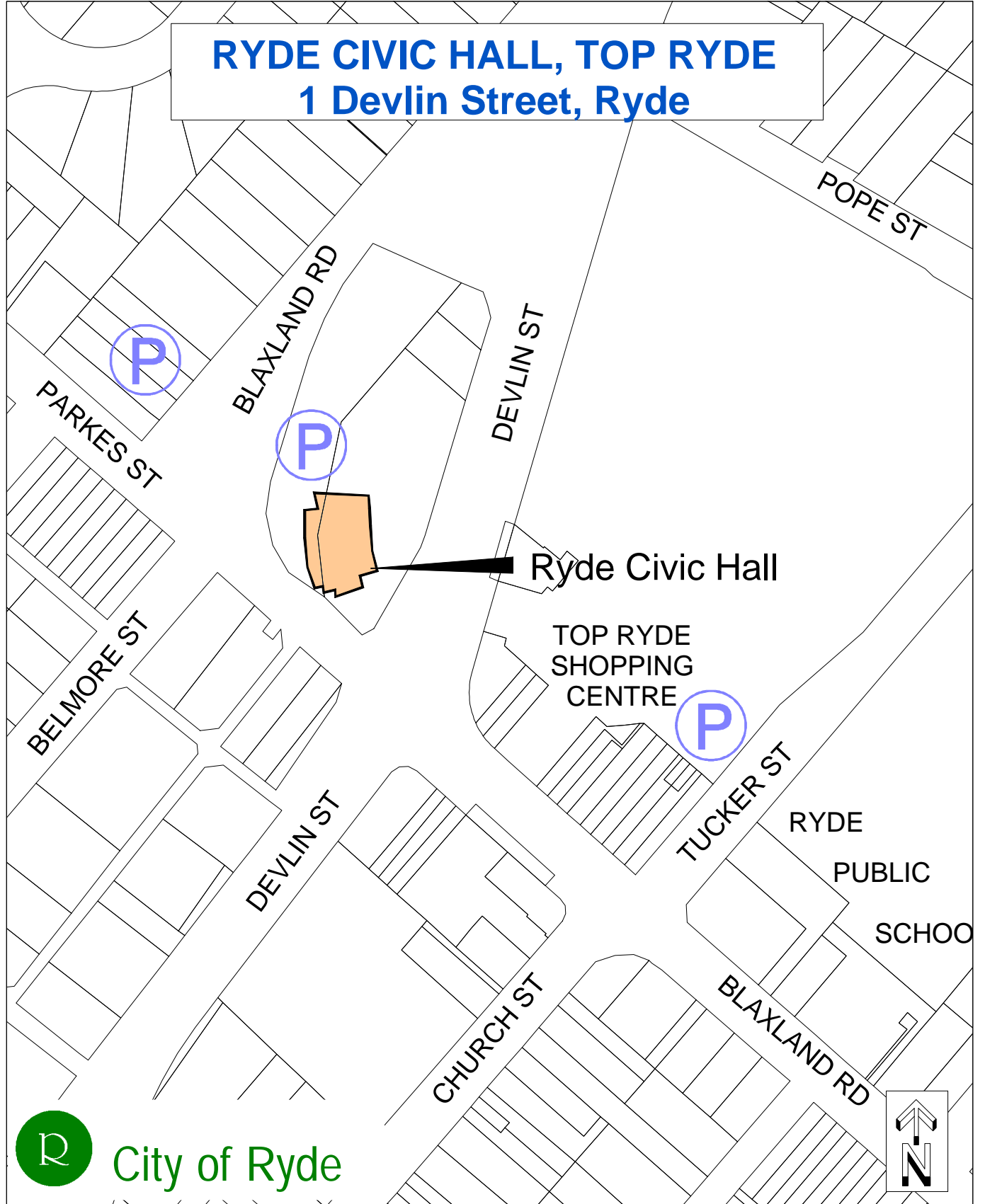
Size

Length	21m
Width	20.5m

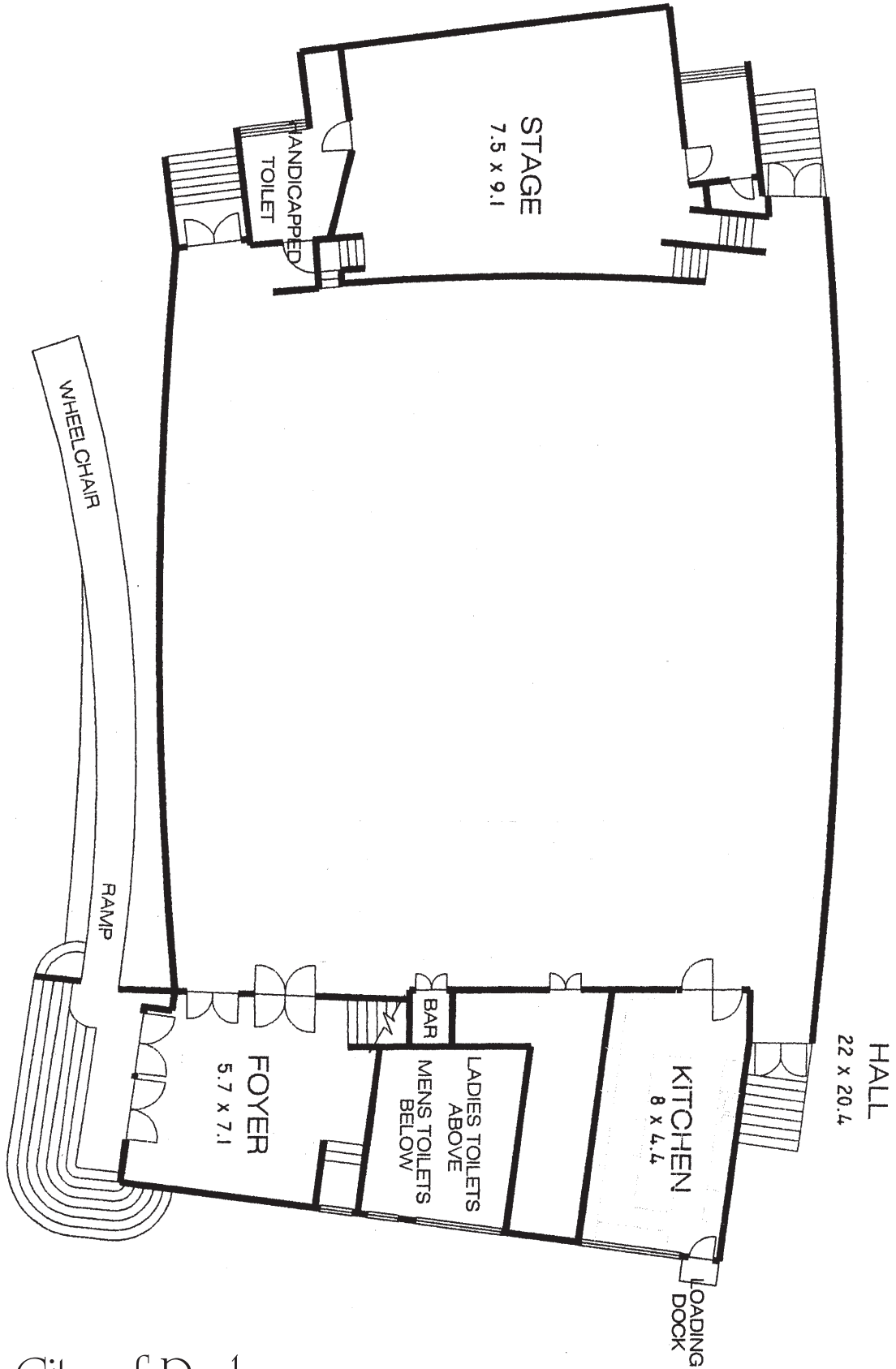
Stage

Depth	7.5m
Width	9m
Height	3.8m

RYDE CIVIC HALL, TOP RYDE
1 Devlin Street, Ryde



Civic Hall
1 Devlin Street Ryde



General Information

Venue Hire with City of Ryde

Some Points to Remember

Payment of bond is required to secure the booking for the requested venue and the specified date and time. Your booking is not secure until the bond is paid.

Original copies of the *"Application for Hire"* and *"Hiring Conditions"* forms must be returned with the bond payment.

Bond is refundable after the event if the venue is left in a clean and tidy condition and all rubbish is removed from the premises. The premises must be vacated at the designated time otherwise you will be charged accordingly. See *"Hiring Conditions for Halls"* Clause 2 .

One hour complimentary is given at the end of the function to clean the venue.

Set-up time must be included in the hours that you hire the hall.

Public Liability Insurance cover is available from the council for a fee of \$50.00. If you are an incorporated body, sporting club of any kind or a profit making/commercial activity you are required to have your own Public Liability Insurance cover to the value of \$20 million. Council requires a Certificate of Currency at the time of application.

If you are selling liquor or the price of liquor is included in the ticket price at any of the venues you must have the appropriate permit which is available from the Magistrates Court (this takes 3-4 months to apply for)

If liquor is supplied free of charge you must obtain the appropriate licence from the Gladesville Licensing Police no less than one week prior to the hiring.

Hall hire costs must be paid before the event.

Tables and chairs will be set up at the venue by Council as per your floor plan before your event