



POINT BUSH  
ECOSANCTUARY  
*A Conservation Vision For The Future*

# VENUE HIRE INFORMATION

228 Point Bush Road, Waimate 7979  
[pointbushecosanctuary@gmail.com](mailto:pointbushecosanctuary@gmail.com)

## Welcome – Tena koe

We invite you to join us here at Point Bush Ecosanctuary in our Visitor Centre for your event! Experience a beautiful location, nestled below the Ecosanctuary site, with panoramic views stretching to the Pacific Ocean coastline. Only 5 minutes from Waimate town centre, or 30 minutes from Oamaru and Timaru – our Visitor Centre has modern facilities and has played host to celebrations, weddings, conferences, corporate retreats and workshops. Point Bush Ecosanctuary is a secluded gem, sited at the end of Point Bush Road with stunning views and our Visitor Centre sits next to the entrance to the 90Ha site. Our modern building was built in 2014 and has been the home to restaurant and winery before transitioning into its current season of life providing a community facility for environmental education, events and opportunities to connect with nature. The Ecosanctuary site offers much more than just a venue for your event. Visitors have the opportunity to experience the beauty of our flora and fauna, while easily enjoying time immersed in the special environment we have here. If you are interested in arranging something for your group here at our Visitor Centre please get in contact, we would love to talk more with you to bring your event to life!

## OUR VENUE

Visitor Centre Capacity  
Dinner – 60 people  
Cocktail – 80 people  
All prices excluding GST



Rate: \$1000

*For whole day hire from 7am until 12am on the day of your event – rate valid from Jan until June 2021*

*This includes:*

*Use of the Visitor Centre & Meeting Room*

*Outdoor areas (decking and garden)*

*Tables & Chairs*

*Heatpump Heating/Cooling*

*WIFI*

*Unisex Toilets*

*Wheelchair access*

*Tea & Coffee Cups*

*Crockery*

*Cutlery*

*Fridge & Chiller space*

*Sound system & microphone*

*Children's playground*



- BYO catering (not including use of kitchen – see additional charges below if you would like to include use of our kitchen facility)
- BYO beverages (if you would like to serve alcohol at your event please see the additional charges section below)
- Cleaning – the venue is expected to be left as found at the conclusion of your event

### Additional Charges

#### KITCHEN

Rate: \$1600

*For whole day hire from 7am until 12am on the day of your event – rate valid from Jan to June 2021*

If you would like to arrange in-house catering, for food to be prepared on site we have a commercial kitchen facility – details available on enquiry. Our approved list of caterers will be provided upon enquiry.

#### SERVING ALCOHOL

Price On Enquiry – If you would like to serve alcohol at your event this will require arranging a special on-licence for the duration of your event and provide a Duty Manager.

#### WINES

We offer our own Point Bush Wines at a discounted wholesale rate with all proceeds going towards the Ecosanctuary development.

#### TRANSPORT

A list of local transport providers can be supplied

#### STAFFING

We work with a variety of local community groups such as Rotary and Lions who can arrange staffing for your event if required with the cost of staffing donated to their group. This is arranged in advance on a case by case basis.

#### FLEXIBILITY

We are more than happy to discuss a range of options regarding venue hire. Companies or associations utilising the Visitor Centre regularly may be entitled to a discount. Discounted rates may be available to sponsors and supporters.



# MEETING ROOM

Seats 14

All prices excluding GST

Rate

Half Day (upto 5 hours) \$120

Full Day \$240

*rate valid from Jan until June 2021*

This includes:

Board Table & Chairs

Water jug and glasses

Tea & Coffee Cups

Hot Water Urn

WIFI

Heatpump Heating

Wheelchair access

Outdoor Deck

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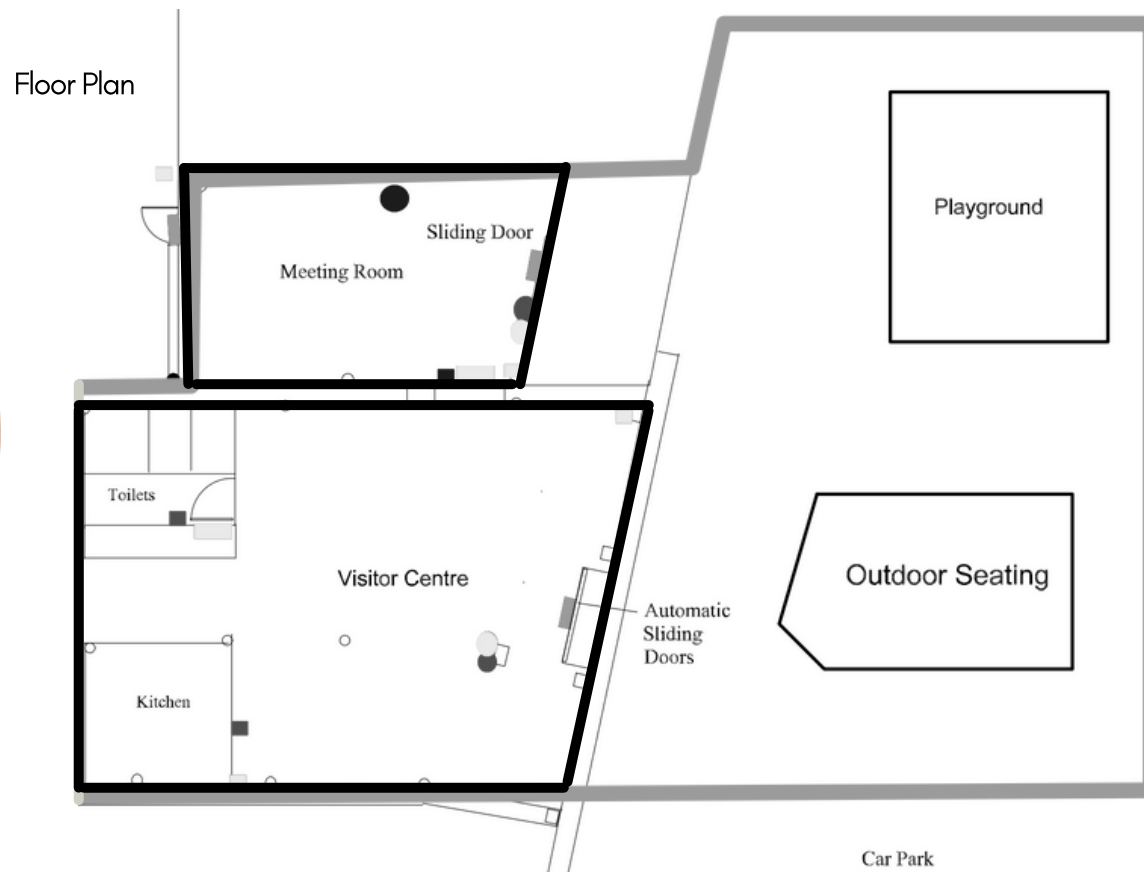
## ACTIVITIES & PRESENTATIONS

You can enjoy free self guided walks of our Whitehorse Walkway and Big Easy trails. The Visitor Centre is located at the entrance to the Ecosanctuary site – with easy access to the tracks for your guests.

Time permitting and for the more adventurous, there are several Mountain Biking trails on site also!

Arrangements can be made with our Trustees to speak on Point Bush Ecosanctuary related subjects, to arrange a guided walk (approximately 1 hour).

Minimum 5 people \$20 per Adult, Youth/Seniors \$10, under 5's free



# VENUE HIRE TERMS & CONDITIONS

## Booking Details

• A non-refundable deposit is required to confirm the booking. • Bookings will not be considered confirmed until the deposit and signed Terms and Conditions are received. • Management retains its authority over the venue & precincts at ALL times. • Management retains the right to refuse any equipment deemed a hazard. • False fire calls and any additional call-out expenses will be charged at the current rate. • Any security call-outs during the Event will be charged at \$250 per callout. • Management reserves the right to apply a charge for each hour exceeding the agreed finish time. • We are a smoke free premises. Smoking is permitted ONLY at the entry to the carpark area.

## Cancellation Policy

• Cancellations must be made in writing at least 1 week prior to your booking.

## Food and Beverages

• Confirmed numbers and your caterer details are required in writing 10 days before the event. • Only food & beverages arranged with our preferred caterers may be served on the premises unless alternative arrangements have been made with management • The Duty Manager reserves the right to discontinue the supply of liquor at any time pursuant to the Sale and Supply of Alcohol Act 2012. • The Duty Manager retains the right to remove any intoxicated person pursuant to the Sale and Supply of Alcohol Act 2012.

## Damages

• The client is responsible for any guests/contractors/visitors attending the event. • The client is financially responsible for any damage or theft to the venue or its equipment by either themselves or individuals attending the event. • Any damage to the venue & precincts that requires repair or cleaning over and above normal expectations will be charged to the client. • Any additional decorations or attachments to any surface must be sanctioned by management. • Management will take all necessary care of the client's property but will take no responsibility for damage or loss incurred. • The client will be responsible for the removal of the property after the conclusion of the event. • Any goods left in the venue after the event without prior arrangement will be deemed abandoned.

## Insurance

• The client should conduct their event in an orderly manner, in full compliance with the terms and conditions. • If management has reason to believe that an event will affect the smooth running of the ecosanctuary it reserves the right to cancel the event without liability at any time. • Management reserve the right to exclude or remove any objectionable persons or object from the premises without liability at any time during the event. • Management shall maintain (at its own cost and expense) a current and valid public/ general liability insurance. • The client has responsibility for any damage to or loss of property or merchandise left on site prior to, during or after the event.

## Method of Payment

• An invoice will be sent for deposit and final payment which is due within 20 days. • Any late or additional charges incurred during/before the event will be listed and added to the final invoice