

Springwood Community Centre BOOKING ENQUIRY FORM ROOMS FOR HIRE

Applicant's Details

Name: _____

- Private Commercial/Corporate
 Community/Non-profit

Address: _____

Tel: W _____ H _____

Mob _____ Fax _____

E-mail _____

Function Details

Venue: Function Room Board Room

Date: _____ Time: _____ to _____

Proposed Use: _____

Attendance Numbers: _____ Adults _____ Children _____

Office Use Only

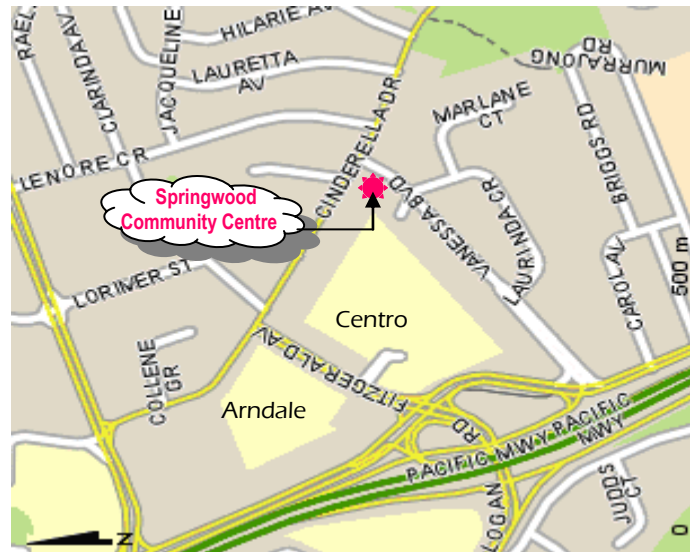
Bookings Officer: _____ Date _____

Received _____



Weddings
Engagements
Birthdays

Forums
Workshops
Meetings



We are here

LECNA is generously supported by Logan City Council



SPRINGWOOD COMMUNITY CENTRE



Function and Board Rooms For Hire

Address: Cnr.55 Cinderella Drive & Vanessa Blvd
Springwood 4127

Contact: Logan East
Community Neighbourhood Centre

Bookings Officer:

9:00AM—4:00PM Mon—Thurs

9:00AM—12Noon Fri

Phone : (07) 3808 4549

Fax: (07) 3290 3485

E-mail: lecna@lecna.org.au

Are you looking for a venue for

**Parties, Weddings
Forums, Workshops
Celebrations
Seminars, Groups**



Function room



Bar



Board room



Kitchen

FUNCTION ROOM

150 people for conference or 80 people for banquet

Facilities

Fees include use of:

- Tables & Chairs
- Dance Floor
- Air Conditioned
- Toilets including full access for persons with disabilities
- Parents Room
- PA System (hands free & hand held microphone, professional performance microphone, CD, DVD & cassette players)
- Mirror Ball
- Separate Bar area

Kitchen :

- Oven/Hot plates
- Fridge
- Freezer
- Urn & Dishwasher
- Microwave

Bar Area:

- Bar Fridges
- Glass Dish Washer

Available for Hire:

- Data Projector
- TV/VIDEO/DVD

BOARD ROOM

20-25 people

Facilities

Fees include use of:

- Tables & Chairs
- Whiteboard
- OHP
- Flip Chart
- Tripod Screen
- Small Fridge & Sink
- Urn
- Air Conditioned



Board room



Board room Kitchenette