



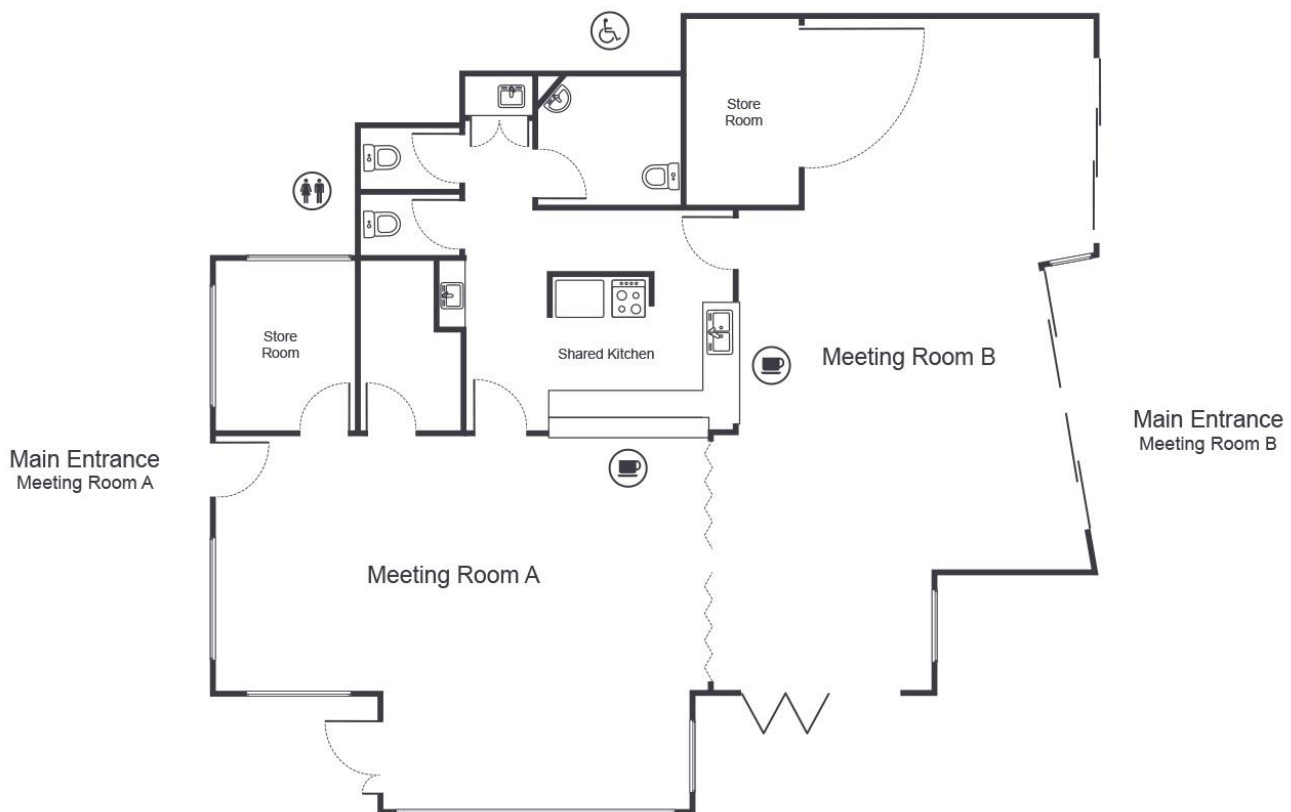
Kawana Island Meeting Place (click [here](#)) overlooks Double Bay Beach Park and the waters of Lake Parrearra with close proximity to eateries and a convenience store. The venue offers two spaces for hire which can be booked individually or together as one large space.

Venue & Management



- The Community Spaces office is located at **Venue 114**, 114 Sportsmans Parade, Bokarina.
- Self-service, air-conditioned venue (no staff onsite). Access key available to collect from Venue 114
- Hirers are responsible for setup, pack down, cleaning and operational running of their event
- Capacity*: 30pax per room/60pax whole venue (*Note: capacity may vary due to COVID-19 restrictions)
- Available for hire daily from 6am – 10pm
- 6 car parks available including disabled space plus additional street parking

Floor Plan





Meeting Room A



- Meeting Room with laminated flooring
- Storeroom includes 30 chairs and 5 rectangular tables, 1 large mobile whiteboard, 1 foldable projector screen (note: no data projector or WIFI access available on site)
- Wheelchair access
- Shared amenities: three unisex, incl. one ambulant toilet
- Bi-fold doors separate the two rooms which can be folded away to create one large open space

Meeting Room B



- Meeting Room with laminated flooring
- Storeroom includes 30 chairs, 5 rectangular tables and 1 large mobile whiteboard
- Wall-mounted TV (requires HDMI connectivity)
- Wheelchair access
- Sliding doors over-looking the beach
- Shared amenities: three unisex, incl. one ambulant toilet
- Bi-fold doors separate the two rooms which can be folded away to create one large open space

Shared Kitchenette



- Shared kitchenette (not available for exclusive hire)
- Domestic fridge and freezer
- Oven, stove top and microwave
- 8L urn, kettle, crockery, cutlery and glassware

Note: Kitchenette is a shared space between the two rooms and not available for exclusive hire unless hiring the whole venue. Hirer to provide own cooking equipment, utensils and cleaning products including tea towels and cloths.



Fees & Charges*

**Subject to change each financial year*

- **Community/Casual**
(registered NFP, government, schools) One room - \$18.85/hour **or** both rooms - \$36.60/hour
- **Standard/Casual:**
(commercial entity/Individual) One room - \$28.20/hour **or** both rooms - \$52.30/hour
- **Regular:**
(weekly, fortnightly minimum of 10x per year
+ refundable Bond \$250) One room - \$22.95/hour **or** both rooms - \$42.85/hour

Cleaning POA: Required for events where food and beverages are consumed and/or have a large number of attendees

Bond: May apply for casual events - \$400 (considered low-risk) or \$1,500 (considered high-risk events, ie. events that involve a large number of attendees and/or alcohol consumption)

Security: \$60.00 per guard/per hour - required for all considered high risk events. Minimum duty requirement of 4 hours applies

How to Make a Booking:

Contact: The Community Spaces Team (office located at Venue 114).

Phone: 07 5413 1416; **Email:** communityspaces@sunshinecoast.qld.gov.au; **Website:** Venue 114 (click [here](#)).