



Undalup Room

2 Southern Drive, Busselton



Welcome to the **Undalup Room**

The City of Busselton Undalup Room is the perfect river front location to hold a variety of functions, from conferences and corporate events to exhibitions, weddings, presentation nights and balls.

With access to a large alfresco area overlooking the Vasse River, the Undalup Room is equipped with modern commercial kitchen facilities, high quality audio visual technology and is available in multiple configurations to suit your needs.

Capacity (pax)		Equipment		Features	Extras
Undalup Room	160	Chairs	160	Accessible Facilities	PA System
Alfresco	180	Round Tables	20	Air conditioning	Stage x3 1.2m x 2.4m ²
Kitchen	20	Rectangle Tables	8	City Officer on site	Projector (WiFi not available)
Lobby	70	Cocktail Tables	10	Equipment Setup	120 inch Projector Screen
		Commercial Kitchen		Kiosk Access	Mood and Dance Lighting
		Crockery and Cutlery		Hearing Assistance Unit	
		Lectern		Ice Machine	



Undalup Function Room Pricing

Business hours: Monday to Friday, 8:30am to 4:30pm (excluding public holidays)

After hours: All other times

Deposit: A deposit of no less than 10% of hire fee is required

Cancellations: A fee of 50% of hire value applies for cancellations with less than 1 week notice.

Minimum booking: Four hours (charge for full day bookings capped at 8 hours)

Price: Includes GST

Facility Hire Bonds		Additional Charges	
Low Risk - All users with no alcohol	\$500	Extraordinary Cleaning	Cost plus 10%
Medium Risk - Community, Commercial & Charity with alcohol	\$1000	Stage Hire	\$100
High Risk - Private users with alcohol	\$2000		

Business Hours Bookings		
Community Group or Charity	Hourly	\$63
Commercial or Private Hire	Hourly	\$95
After Hours Bookings		
Community Group or Charity	Hourly	\$132
Commercial or Private Hire	Hourly	\$196
Venue Support Staff Fee - Saturday	Hourly	\$48
Venue Support Staff Fee - Sunday	Hourly	\$64

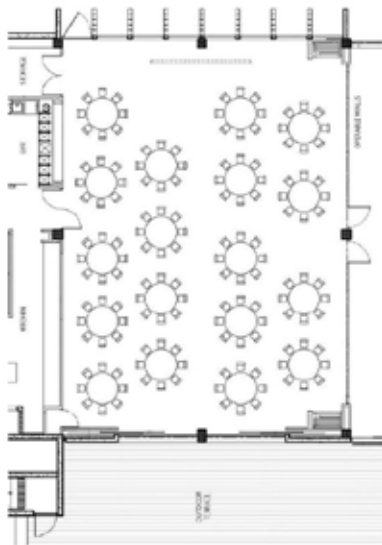


Undalup Room Setup Options

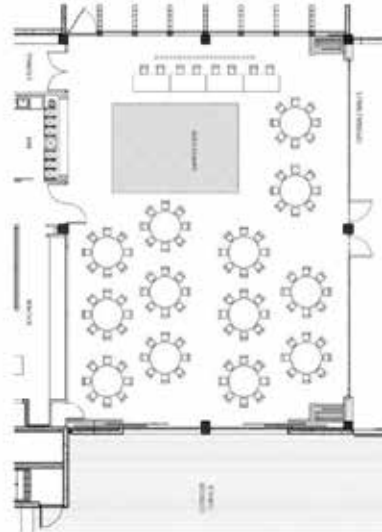
(Please tick your required layout)

Note: Alternatively set up requirements need to be included in the 'any other requirements' section on this form in accordance with Clause 6 of the Terms and Conditions

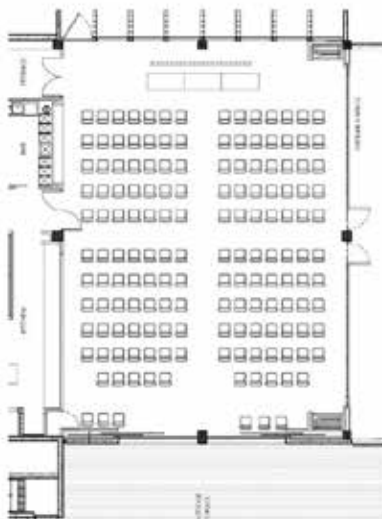
Round Table (145 seated)



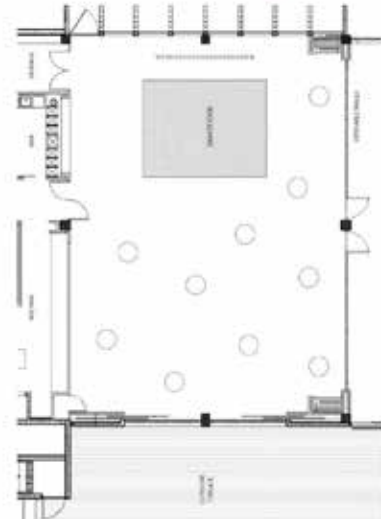
Round Table / dancefloor (112 seated)



Theatre (160 seated)



Cocktail Tables (160 standing)





Undalup Layout





Join Our Community



T (08) 9781 0383
E bookings@busselton.wa.gov.au

2 Southern Drive Busselton
Western Australia

Locked Bag 1 Busselton WA 6280
www.busselton.wa.gov.au