



## WOODSTOCK COMMUNITY CENTRE INFORMATION SHEET

For specific conditions relating to the hire of halls and community centres, refer to Burwood Council's Hire of Community Centres and Council Chambers.

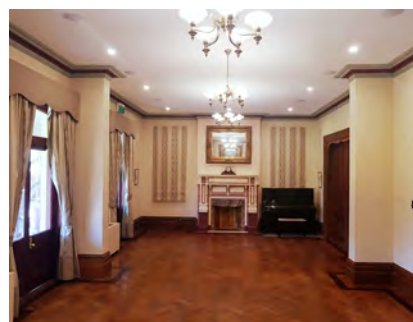
To make a reservation, please contact Customer Service at Burwood Council on 9911-9911 or visit:  
<https://burwood.bookable.net.au/#/>



Jackett Room



Hardie Room



Penfold Ball Room

LOCATION:	22 Church Street (within Woodstock Park)
Room:	Penfold Ballroom and Verandah Keep Supper Room Renwick Room GR1 Scholes Room Hardie Room Jackett Room
Hours of Operation:	Monday to Thursday 9.00am – 10.00pm Friday and Saturday 9.00am – 12.00am (Midnight) Sunday 9.00am - 10.00pm
Use of Rooms:	Meetings, training, workshops, classes
Air Conditioning:	Reverse cycle air-conditioning

<b>Toilets:</b>	Female and Male toilets on both levels. Disabled toilets on ground floor Baby change room on ground floor
<b>Floor Covering:</b>	Parquetry flooring on Ground floor Carpet on Level 1
<b>Disabled Access:</b>	Disabled ramp for front door access Elevator access to level 1
<b>Alcohol:</b>	Alcohol Bond Required
<b>Parking:</b>	Limited off-street parking on Fitzroy Street Disabled parking available
<b>Access Instructions:</b>	Pin Code required to access all rooms
<b>Security:</b>	All doors and lights are to be locked on leaving premises
<b>Kitchen:</b>	Located on lower level Electric Oven, microwave, Urn and hot water zip Commercial size Fridge Sink and Dishwasher Fire extinguisher and fire blanket
<b>Conditions:</b>	All furniture is to be returned to the original position Hirer is responsible for cleaning of premises/room Garbage to be placed in bins outside, near Fitzroy Centre at end of use.
<b>Travel times from Burwood Train Station</b>	Car: 3 minutes Public transport: 6 minutes Walk: 8 minutes Cycle: 3 minutes
<b>Note:</b>	Woodstock Park can be reserved with the facilities (terms and conditions apply)

<b>MEETING ROOM:</b>	<b>PENFOLD BALLROOM &amp; VERANDAH</b>
<b>Number of People</b>	60 people seated 80 people standing (including use of Keep room and Verandah)
<b>Tables &amp; Chairs:</b>	4 x 2.0m x 1.0m Tables and 1 x 1.2m x 0.75m Table 40 Chairs

<b>Floor Coverings:</b>	Parquetry flooring
<b>Facilities:</b>	Reverse Cycle Air Conditioning Projector and Projector Screen Piano and Stool (Code and bond required)

<b>MEETING ROOM:</b>	<b>RENWICK ROOM – GR 1</b>
<b>Number of People</b>	Maximum 20 people
<b>Tables &amp; Chairs:</b>	2 x 2.0m x 1.0m Tables 20 Chairs
<b>Floor Coverings:</b>	Car flooring
<b>Facilities:</b>	Reverse Cycle Air Conditioner Flat Screen TV Whiteboard

<b>MEETING ROOM:</b>	<b>SCHOLES ROOM</b>
<b>Number of People</b>	Maximum 20 people
<b>Tables &amp; Chairs:</b>	2 x 1.6m x 0.8m Tables and 1 x 0.5m x 1.5m Table (Fixed) 20 Chairs
<b>Floor Coverings:</b>	Parquetry
<b>Facilities:</b>	Flat Screen TV (0.72m x 1.25m) Reverse Cycle Air-Conditioning Whiteboard (1m x 2m)

<b>MEETING ROOM:</b>	<b>KEEP SUPPER ROOM</b>
<b>Number of People</b>	Maximum 15-20 people
<b>Tables &amp; Chairs:</b>	2 x 2.0m x 1.0m 20 Chairs
<b>Floor Coverings:</b>	Parquetry
<b>Facilities:</b>	Kitchenette with cupboard space Air Conditioner

<b>MEETING ROOM:</b>	<b>JACKETT ROOM</b>
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<b>Number of People</b>	60 people seated
<b>Tables &amp; Chairs:</b>	4 x 2.0m x 1.0m Tables 40 Chairs
<b>Floor Coverings:</b>	Carpet flooring
<b>Facilities:</b>	Reverse Cycle Air Conditioning Projector and Projector Screen

<b>MEETING ROOM:</b>	<b>HARDIE ROOM – GR 2</b>
<b>Number of People</b>	Maximum 25 people
<b>Tables &amp; Chairs:</b>	2 x 2.0m x 1.0m Tables 15 Chairs
<b>Floor Coverings:</b>	Carpet flooring
<b>Facilities:</b>	Reverse Cycle Air Conditioner Flat Screen TV Whiteboard

<b>MEETING ROOM:</b>	<b>CARDEW ROOM – GR 3</b>
<b>Number of People</b>	Maximum 20 people
<b>Tables &amp; Chairs:</b>	1 x 2.0m x 1.0m Tables 5 Chairs
<b>Floor Coverings:</b>	Carpet flooring
<b>Facilities:</b>	Reverse Cycle Air Conditioner Flat Screen TV Whiteboard