



You're Invited to
THE GRANGE
FOR YOUR NEXT EVENT

The Charles Sturt Memorial Museum Trust Inc., welcomes you to hire the grounds of The Grange Historic Precinct for wedding ceremonies, birthday celebrations, family reunions, photographic shoots, garden parties, memorial services and club activities.

The Precinct is available during daylight hours across three areas;

The Terrace, Heritage Garden and Lakeside

The Grange - Charles Sturt Museum
39D Jetty Street, Grange SA 5022

Colonial home of the famous Australian explorer
Captain Charles Sturt who occupied this residence from 1840 – 1853.



THE TERRACE

Located to the fore of The Grange homestead, this space offers a wide grassed area with the beautiful heritage shutters forming a perfect backdrop to ceremonies and presentations.



HERITAGE GARDEN

Located in the private grounds of the Museum, this area includes manicured lawns, seasonal flowers, hedges, fruit and olive trees. Perfect for a garden party, picnic and wedding.



LAKESIDE

Located along the Grange Lakes, this area provides spacious lawns, tall shady trees and beautiful views of the lake and bird life. Ideal for any event.



WEDDING PACKAGE

We would be pleased to help make your wedding day perfect.

We will set up everything, receive deliveries of flowers and decorations and pack up after the bridal party have completed their photography session and left the grounds.

We can provide up to twenty Americana white chairs, one/two trestle tables with white cloths for celebratory drinks, a registry table, cloth and two white chairs for use for signing. Power can be supplied for music, musicians and public address system.

Restricted parking for bridal party can be arranged and easy access parking is available for guests.

Ambulant and disabled toilet facilities are available with ramp access.

A site inspection can be arranged with our consultant in order to evaluate how best we can assist in making your event a very special day. We guarantee that the grounds will be available exclusively for the day by the hirer and Museum staff will be on site to monitor the security of the site during your celebrations.

Note: The grounds are not available after 6.00pm. You may engage an outside contractor to provide all your requirements for your event, thus the fee will be limited to ground hire. Hirers are expected to leave the grounds as found on the day. All rubbish such as bottles, cans, disposable plates and cups, food and decorations are either to be removed or placed in on site bins by hirer before visitors leave.





HIRE FEES

Hire of Park	\$200.00
Hire of Heritage Garden	\$350.00
Hire of Terrace	\$350.00
Use of Electricity (3 hours)	\$40.00
Use of kitchen facilities (3 hours)	\$60.00
Hire of marquee 4m x 8m	\$300.00
Site preparation, set up, pack down	\$300.00
Hire of chairs, trestles, table cloths	\$150.00
Penalty fee if rubbish not binned or taken	\$100.00
Wedding rehearsal in heritage garden	\$150.00

Prices are GST inclusive

Payment of \$100.00 will secure your booking of the grounds.

The balance of any other fees is payable 30 days prior to the booked date.

Payment should be made by EFT to Charles Sturt Memorial Museum Trust Inc.
Bendigo Bank A/C 633000 146066840.





CONDITIONS OF HIRE

1. Bookings will only be confirmed on receipt of a completed application form and the required payment.
2. The Hirer agrees to maintain order within the group.
3. The Hirer will obtain an appropriate liquor licence if the occasion requires one.
4. Any sound system's volume will be controlled to an acceptable level or at the direction of the Trust Supervisor.
5. Vehicles are required to park on hard surfaces unless alternative arrangements are made.
6. The Hirer is responsible for all or any damage to Trust Property during the hire period.
A written statement will be produced detailing damage to be repaired.
7. Should the alarm system be activated requiring the attendance of the Security company, the hirer will be responsible for a call out fee of \$54.00.
8. The grounds must be left clean and tidy with all bottles, cans and rubbish removed from the grounds or placed in the supplied containers.
9. Fees payable are those at the time of confirmation of the booking.
10. The Hirer can engage external contractors to supply, set up and dismantle wedding supplies such as chairs, arches etc.
11. The Hirer must co-ordinate with the Trust for the delivery of additional supplies regarding time and date of delivery to ensure site security.
12. All reasonable directions of the Trust Supervisor on duty must be complied with.
13. Function time limits will be arranged with Event Consultant. Nominal start and finish times are between 10.00am – 6.00pm.
14. Wedding ceremonies (ie arrival of bride) are to take place at the time designated on the Hire Form. The area will be ready to receive guests 60 minutes before the stipulated time. Should the time be altered please notify the Trust Supervisor a month prior to ceremony.
15. Items are not to be fixed to any part of the museum.
16. Only rose petals, dried flowers or soap bubbles are allowed as confetti.
17. Wet weather policy: Hirer should arrange to have a marquee on standby should they feel it necessary.

APPLICATION TO HIRE GROUNDS

Name/Names

Address

..... Post Code

Phone

Email

Apply to use the grounds of the Trust for: (tick choices)

☐ Wedding Ceremony ☐ Photography ☐ Social Event ☐ Other

Please supply details of event:

.....

.....

.....

Hire Date: **Start time** **Finsh time**

Area Required: ☐ The Terrace ☐ Heritage Garden ☐ Lake Side/Park

Items required:

☐ Registry table & chairs ☐ Trestles 1-3 ☐ Tablecloths 1-3

☐ White Garden Chairs (Max 40) ☐ Americana Chairs (20) ☐ Marquee

☐ Power ☐ Kitchen use

Items Hirer may wish to supply:

☐ Marquee ☐ Chairs ☐ Arbour

☐ Carpet ☐ Flowers ☐ Plinth

☐ Decorations ☐ Other Items (please specify)

.....

.....

Delivery Times:

.....

.....



APPLICATION CONTINUED

I/We hereby acknowledge having read and accepted the terms and conditions of hire and agree to the terms and conditions and the hire fees.

I/We accept that exclusive rights to use of the grounds have not been granted.

Signed

Dated

Print Name

Please note this form is to be delivered within seven days of booking with non-refundable deposit and that the balance is payable 30 days prior to the booked date.

Office Use Only:

Deposit Receipt No.

Amount Paid \$ Date

Final Payment Receipt No.

Amount Paid \$ Date

Contact our Event Consultant:

Telephone (08) 83568185

Email: info@charlessturmuseum.com.au