

# Venue Hire at The Wheeler Centre



The Wheeler Centre for Books, Writing and Ideas is centrally located in the southern wing of the State Library of Victoria. Through year-round programming of live and digital conversations, debates, readings, performances and discussions, it deepens public engagement with the most pressing topics of the day. It is dedicated to creative collaboration, community engagement, diversity and innovation.

The Wheeler Centre also offers its spaces for venue hire, which includes the Centre's Performance Space, as well as its Downstairs venue, Board Room and other meeting rooms. Hire is available throughout the year along with catering, front of house, technical AV and ticketing services, all of which will ensure your event or meeting is a success. Please note that venue hire activities are distinct from The Wheeler Centre's program.

The building is equipped with fully accessible facilities and is the preferred choice for many government, not-for-profit and community groups.

Venue hire at The Wheeler Centre helps us fund our programming activities.

**[Our Booking Form](#)**

# The Performance Space



Hosting the majority of The Wheeler Centre's program, the Performance Space is The Wheeler Centre's most iconic venue. With a capacity of 230 patrons, a fully furnished green room and extensive audio-visual capability, the Performance Space is one of the most competitively priced venues in Melbourne's CBD.

A Theatre Style layout in The Performance Space is perfect for panels, awards or lectures. It is our most popular set up as it allows for the most patrons within the space. With the use of our partition, however, we can create a more intimate feel perfect for a smaller presentation and a crowd of up to 50.

## Tech Specs

- Digico SD11 audio console with multitrack recording to Reaper.
- 5 x Black Magic Micro Studio 4k cinema quality cameras.
- ATEM camera switcher
- vMix system capable of multitrack camera recording, livestreaming, and implementing television graphics.
- PT-MZ780 7k Laser Projector and Stewart 158" 16:9 motorised projection screen.
- Fully spec'd lighting rig with 9 x Fresnels, 1 x Profile, 7 x LED Pars, 3 key lights.
- Broadcast quality microphones such as SM7, SM87c, Sennheiser EW Radio microphones.



# The Performance Space: Rates



## Performance Space Room Hire Rates (exc GST)

	Half Day Early	Half Day Late	Full Day
Standard	\$1420	\$1655	\$2755
Community	\$1215	\$1445	\$2310
Industry	\$1050	\$1210	\$1995

\*Half Day Early events must be bumped out by 3pm

\*Half Day Late events must be bumped in from 3pm onwards

## Staffing and Event Formats

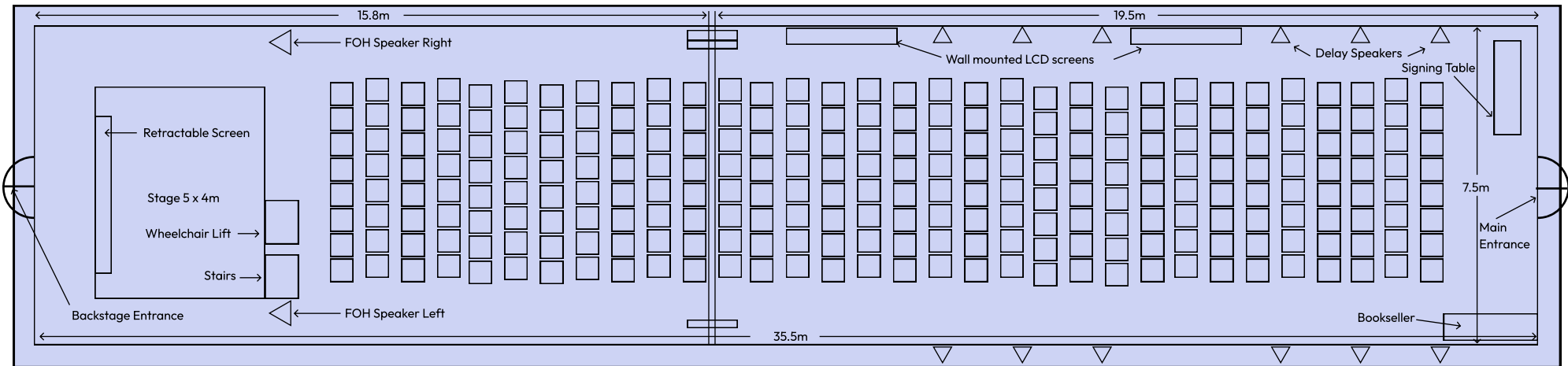
The Performance Space is equipped to deliver a broad range of event formats, from multi camera recordings of in-conversations and panel sessions to hybrid livestream conferences.

Audience seating can be configured as theatre style (230 pax), banquet style (120 pax) or cabaret style (80pax). Round tables are now available at no extra cost.

All events in The Performance Space require a venue supervisor and at least one technician, with staffing costs on-charged to the presenter. Livestream and multicam recorded events require two technicians.

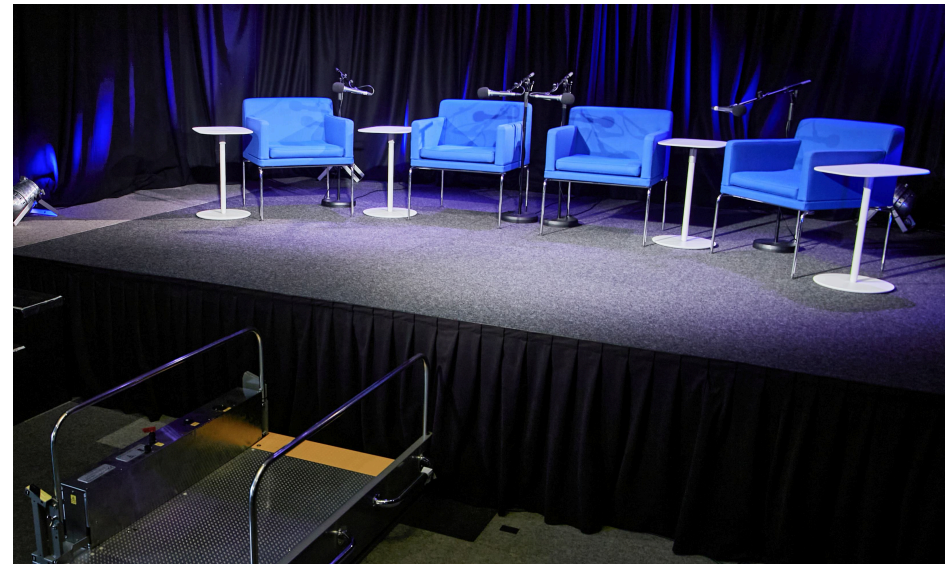
Please contact [bookings@wheelercentre.com](mailto:bookings@wheelercentre.com) to discuss your event or to arrange a quote.

# The Performance Space: Accessibility and Dimensions



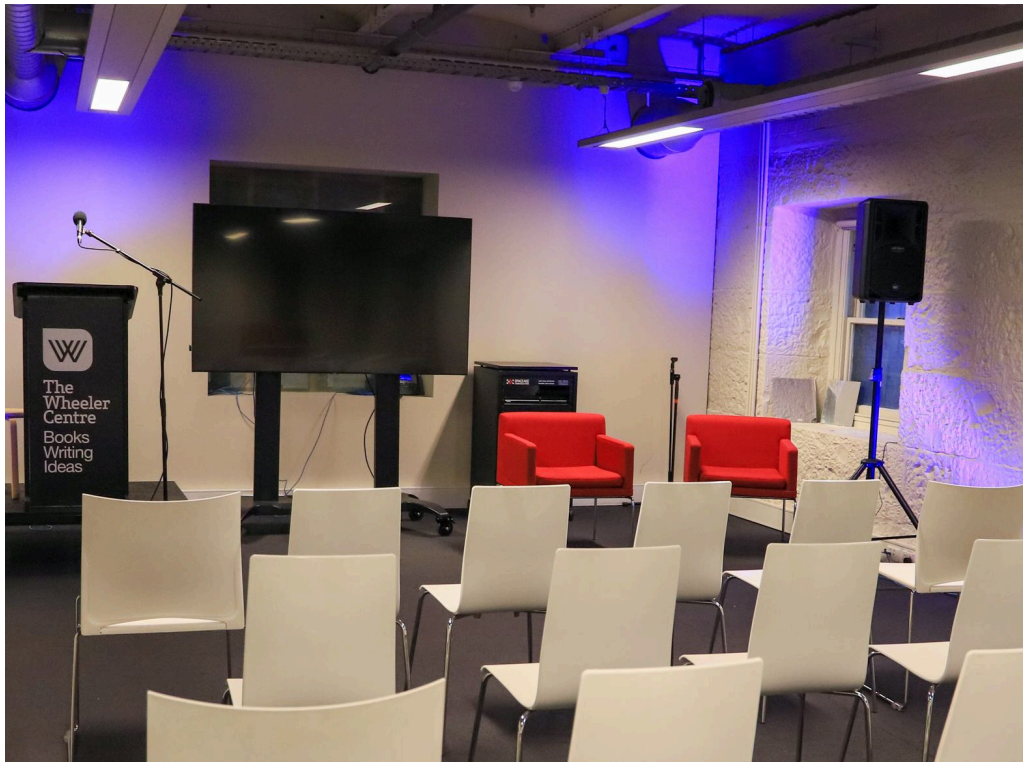
## Accessibility

- The Performance Space is wheelchair accessible from front of house via the Little Lonsdale Street wheelchair ramp attached to TWC reception. The green room and rear of stage are also wheelchair accessible via the back of house lift also connected to Little Lonsdale Street.
- The Performance Space stage is accessible to wheelchairs via an electronic wheelchair lift. Internal dimensions of the lift are **760mm x 1300mm**.
- A hearing loop amplifier is installed in this venue.
- Two large format air purifiers with HEPA and active carbon filters are available for use in this space.



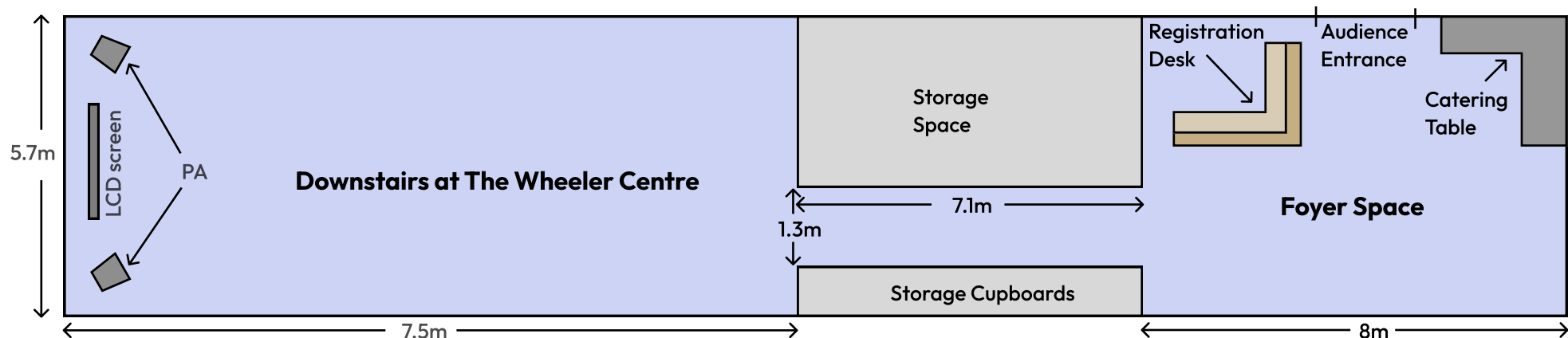
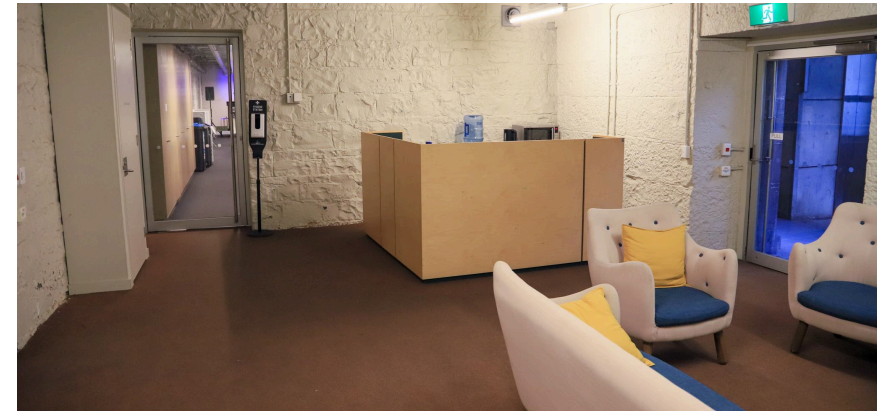


# Downstairs at The Wheeler Centre



Located on Level 1, the Basement Space is a self-contained area perfect for groups looking to focus without distraction. It is most often used for workshops with up to 30 people but can seat 40 people in theatre-style layout. This room has a foyer space that can be used for catering or as a breakout area. This room is equipped with a 65" LCD screen.

Feel free to contact our Venue Hire coordinators to discuss which layout suits your hire as this space is very flexible.



# The Board Room



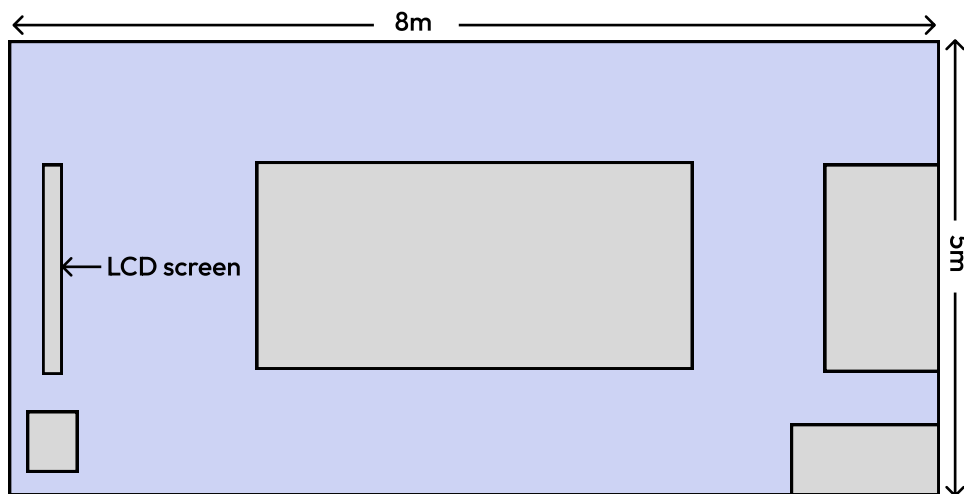
The Board Room is located on Level 3, seats 18 at capacity and is fully equipped with 65" LCD screen, Conferencing AV Tech and an easy-to-use Mac Mini system. Its heritage windows make for a very light-filled room, excellent for meetings and presentations.

## Other Meeting Spaces

The Wheeler Centre has other smaller meeting spaces available for hire. The Performance Space is also available for half room, where the back half of the space can be cordoned off to create workshop style layout.

## Meeting Room Hire Rates p/hour (exc GST)

	Standard	Community	Industry
Board Room	\$120	\$110	\$100
Downstairs at TWC	\$140	\$120	\$100
WV Library	\$125	\$115	\$110
Meeting Rm 5	\$70	\$60	\$50
Meeting Rm 3	\$50	\$35	\$30





# Catering



## The Moat

The Wheeler Centre strongly support hirers approaching The Moat Bar and Café for any catering needs.

The Moat Bar and Café not only provides a superb range of food and beverages option, but they have the added advantage of being just downstairs from The Wheeler Centre.

If you are looking at providing any alcohol during your venue hire, you are required to do so through The Moat Bar and Café in order to adhere to our liquor licensing.  
[themoat.com.au](http://themoat.com.au)

## Other Catering Services

Venue hirers are welcome to use other licensed catering services if The Moat is not suitable. Some other recommendations are below:

### ASRC Catering

Melbourne catering with social impact. ASRC Catering creates fresh, healthy food that's bursting with flavours from around the world.  
[catering.asrc.org.au](http://catering.asrc.org.au)

### Cultural Catering

Cultural Catering is a social enterprise embedded within the Richmond Public housing estate, serving up cultural food delights and providing training and employment opportunities for the community.  
[culturalcatering.org.au](http://culturalcatering.org.au)



**Make a booking today!**  
**Access our booking form below:**

**Our Booking Form**

If you wish to discuss your event before making a booking,  
please email us at **[bookings@wheelercentre.com](mailto:bookings@wheelercentre.com)**