

LAKE  
MACQUARIE  
CITY

MΔC

Museum of Art and Culture ▲ yapang

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## VENUE HIRE PROSPECTUS





## WHY HIRE MAC YAPANG?

Museum of Art and Culture Lake Macquarie, yapang (MAC yapang) is a unique arts and cultural destination situated in a magnificent lakeside location overlooking the Sculpture Park, Marmong Point Marina and extensive leafy grounds. As a long-established arts and cultural venue, MAC yapang attracts and develops a high quality range of exhibitions and programs that are lively, engaging and inspiring.

MAC yapang is available for private hire for your special function or event including cocktail parties, meetings, dinners, ceremonies, small conferences, product launches or presentations.



John Turier, *Aeolian Tree* 2001

## GUIDED TOURS AND PROGRAMS

Make your event even more memorable with a guided tour of the Sculpture Park or current exhibition. Our team can customise lectures, workshops or even a life drawing session to add a point of difference to your event.

## EVENTS THAT ARE DIFFERENT

MAC yapang offers not only a pristine and uninterrupted view of the lake, but also a memorable experience that is unprecedented in the Hunter. Offering ever changing exhibitions, an outdoor Sculpture Park, artisan made products in shop MAC, and delicious lunches and catering options through Three Bears Cafe; there is always something new to see, taste, and experience.



## SHOP MAC

Supporting local and national creative makers and designers, shop MAC is an inspiring retail outlet which can be open during your event to provide an engaging shopping experience. You can also pre-purchase corporate or special gifts for your guests.



## THREE BEARS CAFE

Enjoy coffee, cake, or a light lunch with a glass of wine at the Three Bears Cafe, overlooking the lake and Sculpture Park.



## CATERING

Providing catering for morning teas, cocktail parties, light lunches and formal functions, Three Bears Cafe can cater to your next event.

MAC yapang's wine parter is Ernest Hill Wines, and any other alcoholic beverages can be negotiated with MAC yapang according to our Liquor Licence and partnerships agreement.



# MAC SPACES

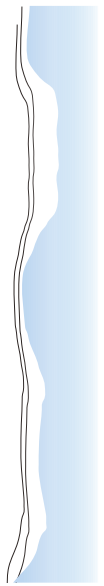
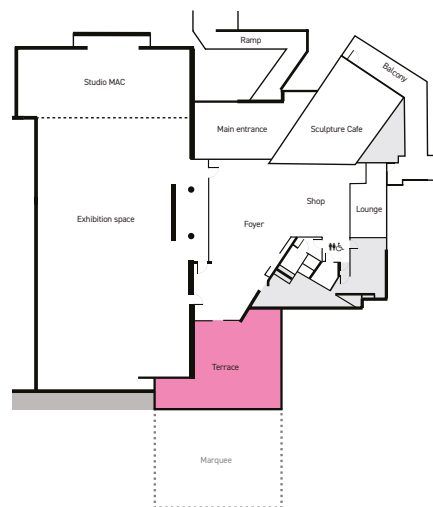


## TERRACE



This covered outdoor space overlooking the lake is ideal for cocktail parties, small outdoor cinema events, music and alfresco dining. Please note, usage of the Terrace is not recommended during heavy rain or windy conditions.

-  **60m<sup>2</sup>**
-  **40 seated  
60 standing**
-  **covered outdoor space**
-  **lake views**
-  **cocktail parties**
-  **small outdoor cinema events**
-  **music**
-  **alfresco dining**
-  **accessible**
-  **wifi**



Please note, room capacity is subject to change according to COVID-19 restrictions in place at time of event.

Sculpture in background:  
Jamie North, *Succession* 2016



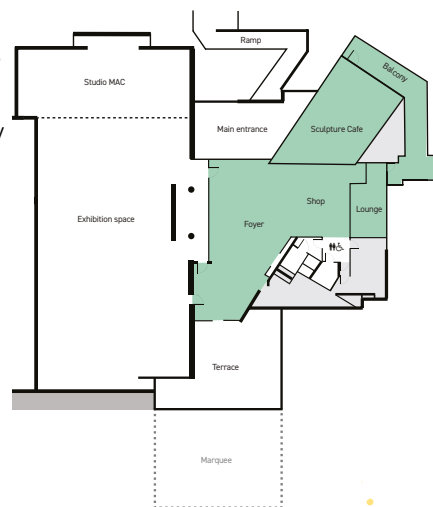
## FOYER, CAFÉ AND BALCONY



This multi-purpose space with lake and Sculpture Park views can be used for dining, parties or seminars. The Foyer and café spaces include access to MAC yapang's main entry deck and café balcony. The Terrace is hired separately.



-  **after hours**
-  **230m<sup>2</sup> in total**
-  **70 seated  
200 standing**
-  **indoor/outdoor space**
-  **dining**
-  **catering available**
-  **seminar**
-  **access to balcony**
-  **music**
-  **accessible**
-  **wifi**



Please note, room capacity is subject to change according to COVID-19 restrictions in place at time of event.

# MAC SPACES

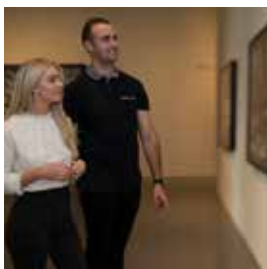



Opening celebrations,  
Arthur Boyd: *Landscape  
of the Soul*, July 2021


## MAIN EXHIBITION SPACE





The main exhibition space is ideal for larger standing groups. This space is used for the display of touring exhibitions and significant in-house curated projects.



 **after hours only and subject to availability**

 **100m<sup>2</sup>–300m<sup>2</sup>**

 **space depends on current exhibition**

 **40–100 dinner-style  
40–60 theatre-style  
100–150 standing**


 **cultural experience**

 **indoor space**

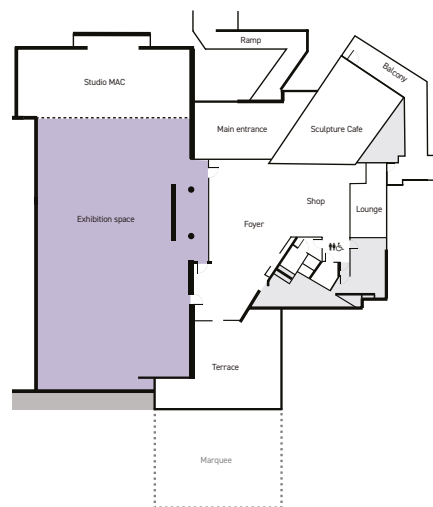
 **cocktail party**

 **dining**

 **film nights**

 **accessible**

 **wifi**



Please note, room capacity is subject to change according to COVID-19 restrictions in place at time of event.




## MARQUEE (WITH TERRACE)




A marquee can be made available for larger dinners and events. Set up adjacent to the Terrace, it is ideal for formal functions with a break-out bar on the Terrace overlooking the lake, marina and Sculpture Park. There is an installation fee for the marquee if not already on site.

 168m<sup>2</sup> in total


 60 seated  
150 standing

 outdoor undercover

 formal functions

 large dining

 pop-up bar

 music

 accessible

 wifi



Please note, room capacity is subject to change according to COVID-19 restrictions in place at time of event.




# MAC SPACES



## STUDIO MAC

Studio MAC is ideal for your next event. A versatile space Studio MAC can accommodate small to medium ceremonies, small conferences, seminar presentations and product launches. Studio MAC is a multi-use space equipped with seminar and film equipment and features a Collection showcase.



-  40 seated dinner-style
-  60 seated theatre-style
-  60 standing


 101m<sup>2</sup>

 cultural experience

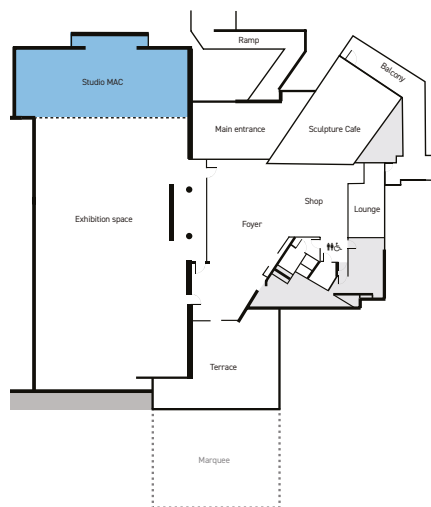
 indoor space

 seminar

 dining

 accessible

 wifi



Please note, room capacity is subject to change according to COVID-19 restrictions in place at time of event.



# FEES AND CHARGES

Rates of hire are at a minimum of 2 hours and a maximum of 8 hours per hire period inclusive of 1.5 hours for set up and clean up. All hire allows for access to exhibitions. Inclusion of food and drink in the exhibition spaces is dependent on the current exhibition.

MAC yapang is only available for out of hours social functions between 4–11pm inclusive of bump out.

Fees indicated below are per hour and GST inclusive, unless stated otherwise.

MAC FOYER / ROOM HIRE		\$
Additional staff member - hourly rate, if more than 80 guests or if deemed required by MAC yapang		\$67
Liquor package	Market price	
Set up fee, hourly rate (Minimum charge 1.5hrs)		\$67
Use of AV equipment – per day or part therefore		\$30

TERRACE		\$
Community rate	During opening hours	\$41
	After hours	\$66
Corporate/private rate	During opening hours	\$76
	After Hours	\$102

FOYER, CAFE AND BALCONY		\$
Community rate	During opening hours	\$41
	After hours	\$66
Corporate/private rate	During opening hours	\$76
	After Hours	\$102

EXHIBITION SPACE		\$
Community rate	During opening hours	\$76
	After hours	\$102
Corporate/private rate	During opening hours	\$102
	After Hours	\$153

MARQUEE		\$
Set up cost if not on site - total cost		\$2,450
Community rate (if already on site)		\$155
Corporate/ private rate (if already on site)		\$205

STUDIO MAC		\$
Community rate	During opening hours	\$76
	After hours	\$102
Corporate/private rate	During opening hours	\$102
	After Hours	\$153

The fees and charges listed are as indicated in the 2021/22 Lake Macquarie City Council Fees and Charges schedule. Note all other fees and charges are to be found at: <https://portal.lgsolutions.net.au/Fees/Public/LMCC>

#### Definitions:

##### Community Fee:

- The discounted fee charged for not-for-profit community service organisations.
- It is not applicable for government organisations, schools or other organisations that are funded for facility hire or derive an income from the activities.

##### Corporate / Private Fee:

The standard hourly fee charged for all other bookings.

##### Cancellation Fees:

- For bookings cancelled with less than 48 hours notice - full usage fee will be charged.
- For bookings cancelled with 48 hours to one weeks notice - 50% of usage fee will be charged.
- For bookings cancelled with one to two weeks notice - 25% of usage fee will be charged.

# POPULAR PACKAGES

To assist you in planning and finding the ideal space for your next event at MAC yapang, below are a range of 'popular packages' for your consideration. However MAC yapang can tailor packages to suit your needs and are available to discuss your individual event requirements. Please see contact details on the back cover of this document.



## AFTERHOURS COCKTAIL

### INCLUSIONS:

- Access to MAC yapang foyer and terrace for hire purposes
- Access to view current MAC yapang exhibitions
- Uninterrupted views of Lake Macquarie and the Sculpture Park
- A unique experience for your guests
- 2 x Supervising MAC yapang staff member
- Option Exhibition talk  
(subject to availability – must be booked in advance)
- Technology: including smart TV, amp and microphone  
(booked in advance)
- Bar tables x 20
- Bar stools x 60

### OPTIONAL EXTRAS (additional fees apply)

- Catering – See Three Bears Cafe catering menu.  
All catering booked independently with Three Bears Cafe
- Bar services – MAC yapang can accommodate a tab bar service or pay as you go
- Additional event staff

<b>Total hire duration (includes bump in/out)</b>	6 hours
<b>Event start</b>	6:00pm
<b>Event conclude</b>	10:00pm
<b>Spaces included in hire</b>	Terrace and foyer
<b>Hire to suit purpose</b>	Private small cocktail event eg. staff party
<b>Capacity</b>	60
<b>Venue hire fee</b>	\$1,382.00



## AFTERHOURS CORPORATE SEMINAR

### INCLUSIONS:

- Access to Studio MAC, foyer and terrace for hire purposes
- Access to view current MAC yapang exhibitions
- Uninterrupted views of Lake Macquarie and the Sculpture Park
- A unique experience for your guests
- 2 x Supervising MAC yapang staff member
- Option Exhibition talk (subject to availability – must be booked in advance)
- Technology: including smart TV, amp and microphone (booked in advance)
- Theatre seating x 60
- Bar tables x 20
- Bar stools x 60

### OPTIONAL EXTRAS (additional fees apply)

- Catering – See Three Bears Cafe catering menu. All catering booked independently with Three Bears Cafe
- Bar services – MAC yapang can accommodate a tab bar service or pay as you go
- Additional event staff

<b>Total hire duration (includes bump in/out)</b>	5 hours
<b>Event start</b>	5:00pm
<b>Event conclude</b>	8:30pm
<b>Spaces included in hire</b>	Studio MAC, Terrace and foyer
<b>Hire to suit purpose</b>	Corporate hire to suit seminar/ product launch
<b>Capacity</b>	60
<b>Venue hire fee</b>	\$1,782.00

# POPULAR PACKAGES

Studio



## OPENING HOURS PRIVATE MORNING TEA OR LUNCH - STUDIO MAC

### INCLUSIONS:

- Access to Studio MAC for hire purposes
- Access to view current MAC yapang exhibitions
- A unique experience for your guests
- Technology: including smart TV, amp and microphone (booked in advance)
- Range of furniture (selected in advance. Cocktail, banquet or combination)
  - Bar tables x 20
  - Bar stools x 50
  - Event table (seats 8) x 8
  - White table cloths x 8
  - Black event chairs x 50

### OPTIONAL EXTRAS (additional fees apply)

- Catering – See Three Bears Cafe catering menu. All catering booked independently with Three Bears Cafe
- Bar services – MAC yapang can accommodate a tab bar service or pay as you go
- Additional event staff

<b>Total hire duration (includes bump in/out)</b>	4.5 hours
<b>Event start</b>	10:00am
<b>Event conclude</b>	2:30pm
<b>Spaces included in hire</b>	Studio MAC. Subject to availability
<b>Hire to suit purpose</b>	Private hire – those looking for a unique and relaxed location for a private day function.
<b>Capacity</b>	50
<b>Venue hire fee</b>	\$437.50



## OPENING HOURS

### PRIVATE MORNING TEA OR LUNCH - TERRACE

#### INCLUSIONS:

- Access to Terrace for hire purposes
- Access to view current MAC yapang exhibitions
- A unique experience for your guests
- Technology: including smart TV, amp and microphone (booked in advance)
- Range of furniture (selected in advance. Cocktail, banquet or combination)
  - Bar tables x 20
  - Bar stools x 40
  - Event table (seats 8) x 6
  - White table cloths x 6
  - Black event chairs x 40

#### OPTIONAL EXTRAS (additional fees apply)

- Catering – See Three Bears Cafe catering menu. All catering booked independently with Three Bears Cafe
- Bar services – MAC yapang can accommodate a tab bar service or pay as you go
- Additional event staff

<b>Total hire duration (includes bump in/out)</b>	4.5 hours
<b>Event start</b>	10:00am
<b>Event conclude</b>	2:30pm
<b>Spaces included in hire</b>	Terrace. Subject to availability and not weather proof
<b>Hire to suit purpose</b>	Private hire – those looking for a unique and relaxed location for a private day function.
<b>Capacity</b>	40
<b>Venue hire fee</b>	\$358.50

# EQUIPMENT HIRE

MAC yapang can provide basic trestle tables with stock chairs for up to 50 people. Any other requirements must be arranged by hirer in consultation with MAC yapang. All furniture brought into the space must have rubber stoppers to protect the floor. Audio visual equipment may be available, please enquire for availability and prices.

## ADDITIONAL INFORMATION

### Exhibitions

MAC yapang is an active public art museum and due to the changing nature of exhibitions, the capacity of the exhibition space may vary in size, availability and intimacy.

### Deposit and Payment

In line with Lake Macquarie City Council space hire and MAC yapang Venue Hire Agreement, a deposit of 25% of the total hire fee is due on booking. Full payment is due no later than 7 days before the hire period.

### Cancellation fee

- Cancellation by hirer within 48 hours of date of hire forfeits 50% of the hire fee.
- Hirer is to negotiate cancellation of hire directly with caterer.
- If for some unforeseen valid reason (such as safety), MAC yapang has to cancel the hire, no fee will be forfeited by the hirer.

### Accessibility

MAC yapang is a public art museum, and as such is accessible to all. It is a single-level building with ramp and path access. There are accessible car parks and ample space for drop offs. A wheelchair is available as are accessible toilet amenities. Most of the work in the Sculpture Park can be viewed from the pathway but is predominantly situated in a grassed area.

### Covid-19 restrictions

MAC yapang is still available for hire during Government restrictions, within our Covid Safety Plan.

### Sculpture Park bookings

Sculpture Park is available to book for weddings and other events and ceremonies. For Sculpture Park bookings please go to [www.lakemac.com.au/Venues/Booragul-Foreshore-Reserve](http://www.lakemac.com.au/Venues/Booragul-Foreshore-Reserve). MAC yapang is more than happy to assist with catering and reception options for events held in Sculpture Park. Please contact the MAC yapang team for assistance in co-ordinating bookings.

### Staffing

It is a requirement of hire that MAC yapang staff are to be on duty during functions and events to ensure the best experience for you and your guests, and to maintain the security and care of the artwork and art museum.

The number of staff required for each hire period is at the discretion of MAC yapang and will be discussed with the hirer at the time of booking.

Hire fees include one staff member. If event deemed to need 2 or more, an additional fee will be negotiated with the hirer.

### Liquor sales or supply

All alcohol sales or supply must conform to MAC yapangs' Liquor Licence and comply with NSW Liquor laws. No other Liquor Licence can serve the space.

### Terms and Conditions

All bookings are subject to the Terms and Conditions as set out in the Venue Hire Agreement available from MAC yapang management. Note that hire opportunities will be dependent on existing event and exhibition programming and availability.

### How to Book

Please contact the team at MAC yapang for further information or to make your booking.

☎ 02 4921 0382

@ mac@lakemac.nsw.gov.au





Museum of Art and Culture ▲ yapang

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Some images from MACs exhibition program, courtesy of the photographers and artists.