

ARTS

AINSLIE + GORMAN

CENTRES



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For enquiries contact Wedding and Events Officer Jenni Curry
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Welcome

Thank you for thinking of Ainslie and Gorman Arts Centres for your wedding day.

Ainslie and Gorman Arts Centres reside on beautiful Ngunnawal Country.

At Ainslie and Gorman Arts Centres, we believe every wedding should be as unique as the couple who are celebrating. We offer beautiful settings within which you can build your own signature style. Our two heritage centres, just a 5 minute walk apart and stones throw away from the CBD, feel a world away.

Ainslie and Gorman Arts Centres are proud to stand with Canberra's LGBTIQ+ community and we look forward to welcoming you at our centres.

Whether it's an intimate garden party with a few of your closest friends or a large celebration, we understand that your wedding day is special and will work closely with you to ensure that all your wedding dreams and desires are fulfilled.



Alex Pasquali Photographs



OUR SPACES

Gorman Arts Centre

Courtyard

Gorman Arts Centre boasts two internal courtyards complete with attractive gardens, spacious lawns with each courtyard replete with a heritage Hawthorn tree at its centre.

In Celtic mythology Hawthorn trees are symbols of love and protection, and what better place to declare your love, than under our Hawthorn trees. These beautiful, heritage gardens are unique to Gorman Arts Centre and are tranquil spaces that connect each of the Centre's creative venues to one another. Each courtyard is surrounded by covered walkways which are partially hidden by Wisteria vines, adding to the feeling of seclusion.

These courtyards allow couples to use the natural beauty, by accentuating the space with fairy lights for an evening reception (East Courtyard only and available at an additional cost) or furnish the space with your own signature wedding style. Hold a ceremony, cocktail reception or sit down reception, amongst the blooming Wisteria vines set against our magnificent Hawthorn trees.

CAPACITY*	SEATED CEREMONY	STANDING CEREMONY / COCKTAIL RECEPTION	BANQUET RECEPTION
EAST COURTYARD	120	300	200
WEST COURTYARD	120	300	200

*Subject to COVID capacity restrictions



Top and bottom right: Alex Pasquali Photographs
Bottom left: More Than Words Photography

OUR SPACES

Gorman Arts Centre

Gorman Main Hall

The Gorman Main Hall is a bright, versatile space that balances heritage architecture with contemporary function. Originally built in the 1920's as a dining hall, the Main Hall features high ceilings with exposed beams and plenty of windows, filling the space with natural light. Situated at the heart of Gorman Arts Centre, the Main Hall provides a blank canvas with views to the symmetrical and leafy courtyards on either side.

CAPACITY*	SEATED CEREMONY	STANDING CEREMONY / COCKTAIL RECEPTION	BANQUET RECEPTION
GORMAN MAIN HALL	80	90	80

*Subject to COVID capacity restrictions

OUR SPACES

Ainslie Arts Centre

Ainslie Main Hall

The Ainslie Main Hall is the largest of Ainslie and Gorman Arts Centres’ venues, located within the music hub at the historic Ainslie Arts Centre. Originally a school, the Centre maintains features of its history and charm. The Main Hall is a beautiful and spacious venue with high ceilings and abundant natural light which provides an elegant backdrop for more formal occasions.

Add fairy lights, criss-crossing the ceiling, to bring a touch of starlight indoors (available at an additional cost).

The Ainslie Main Hall adjoins a Function Room which includes a servery. This space is available in combination with the Main Hall for larger events.

CAPACITY*	SEATED CEREMONY	STANDING CEREMONY/ COCKTAIL RECEPTION	BANQUET RECEPTION
AINSLIE MAIN HALL	120	200	150

*Subject to COVID capacity restrictions



THE CEREMONY

Spring and summer weddings are beautiful and memorable occasions in the Gorman Arts Centre's tranquil courtyards, under the leafy shade of our established Hawthorn tree. For the cooler months or to add a touch of elegance, host your ceremony in the Ainslie Main Hall at the Ainslie Arts Centre; a space which boasts high ceilings, leafy outlooks and old world heritage charm. We have put together a base ceremony package designed to make your day a little easier.



Wedding ceremonies include:

- Venue hire for three hours (includes set up, ceremony and pack-down)
- Up to 100 wedding ceremony chairs (extra chairs available at additional cost)
- Signing table with two chairs
- An Ainslie and Gorman Arts Centres Duty Manager to oversee the event
- Gorman Main Hall as a wet weather alternative if a courtyard has been selected

Cost

Gorman Courtyard Ceremony

Peak season September - April: \$1375

Off-peak May - August: \$1250

Ainslie Main Hall Ceremony

Peak season September -April: \$1650

Off-Peak May - August: \$1500

THE CEREMONY

If you would like to linger a little longer in the Courtyard after your ceremony, enjoy a Sparkling Ceremony Package upgrade.

SPARKLING CEREMONY PACKAGE

- Sparkling wine from Collector Wines
- An extra hour to mingle with your guests
- Professional bar staff
- Serving table with white linen
- Up to 100 champagne flutes
- Lemonade for a non-alcoholic sparkling option
- Water dispenser filled with chilled water

Cost

\$15 per person*
Minimum 50 guests

THE RECEPTION

Filled with heritage, character and creativity, Ainslie and Gorman Arts Centres provide a perfect backdrop for any wedding reception, small or large.



THE RECEPTION

Enjoy an afternoon with your loved ones amongst the romantic tranquility of the gardens. Afternoon receptions are perfect for a relaxed event and a wonderful option for families with young children.

Daytime Receptions

For a daytime wedding the venue can be made available to you from 8:30am for set up, through to 8pm by which time everything should be packed down. The Gorman Main Hall is held as a wet weather alternative if a courtyard has been selected.

- Venue hire for 11.5 hours. This includes set up and allows for an event time of 12pm to 5pm (indicative)
- An Ainslie and Gorman Duty Manager to oversee the event
- Access to available power

Speak to us about a beverage package to suit your event.

Cost

Gorman Courtyard Daytime Reception

Peak season September - April: \$3,500

Off-peak May - August: \$3,200

Gorman Main Hall Daytime Reception

Peak season September - April: \$2,100

Off-peak May - August: \$1,920

Ainslie Main Hall Daytime Reception

Peak season September - April: \$2,200

Off-peak May - August: \$2,020

THE RECEPTION

Evening Receptions

For an evening event, the venue will be available to you from 8:30am to 11pm and from 8:30am to 12:30pm the following morning for packdown. The Gorman Main Hall is held as a wet weather alternative if a courtyard has been selected.

Evening wedding receptions at Ainslie and Gorman Arts Centres include:

- Venue hire for 16.5 hours on the day. This includes set up for the event and allows for an event time of 5:30pm to 10:30pm (indicative)
- Venue hire for 4 hours the following morning for packdown
- An Ainslie and Gorman Duty Manager to oversee the event
- Access to available power

Speak to us about a beverage package to suit your event.

Cost

Gorman Courtyard Evening Reception

Peak season September - April: \$4,450

Off-peak May - August: \$4,050

Gorman Main Hall Evening Reception

Peak season September - April: \$3,020

Off-peak May - August: \$2,750

Ainslie Main Hall Evening Reception

Peak season September - April: \$3,120

Off-peak May - August: \$2,850



Top and Right: Jenny Wu Photography
Bottom Left: Milton Gan Weddings

BEVERAGE PACKAGES

Let us serve you with a delightful selection of locally produced wines and beers. This carefully curated choice showcases the peak of beverages produced in the Canberra Region. Our staff will ensure that all elements of the bar will be looked after for your reception.

Standard Package

Collector Wines

Summer Swarm Fiano
Marked Tree Red Shiraz
Effervescence

Capital Beer

Summit XPA
Trail Pale
Coast Ale

Famous Soda Co.

Pink Lemonade
Blood Orange
Passionfruit

Pricing

Up to 4 hours - \$60

Up to 5 hours - \$70

Up to 6 hours - \$80

*Prices are per person

Upgrade Package

Collector Wines

Summer Swarm Fiano
Tiger Tiger Chardonnay
Shoreline Sangiovese Rosé
Reserve Shiraz
Effervescence

Capital Beer

Summit XPA
Trail Pale
Coast Ale
Hang Loose Juice Neipa
Special Release

Famous Soda Co.

Pink Lemonade
Blood Orange
Passionfruit

Pricing

Up to 4 hours - \$70

Up to 5 hours - \$80

Up to 6 hours - \$90

*Prices are per person

Ainslie and Gorman Arts Centres practice the responsible service of alcohol and reserve the right to refuse service.



Top: Alex Pasquali Photographs
Left and Right: Tash Shan

DETAILS

A few finer details about your wedding with us.

DECORATIONS

The venues at Ainslie and Gorman Arts Centres are hired unfurnished, apart from their heritage charm. Decorations and other items can be used but must not be attached to the buildings or fixed structures due to heritage restrictions. No nails, staples, tape, bluetac etc. may be used to affix items to any part of the building or surrounds. All decorations are to be removed post event. If you are unsure, please speak with the Wedding and Events Officer in advance. Ainslie and Gorman Arts Centres has the right to remove decorations if they do not comply with our rules. Naked flames, smoke machine, sparklers and other smoke producing products are not permitted on site. Any lights including fairy lights must be LED, and any electronic devices, cords and power boards are to be tested and tagged prior to the event.

Confetti, glitter and rice are not permitted on site. Petals are allowed at the ceremony.

DUTY MANAGER

The Ainslie and Gorman Arts Centres Duty Manager assigned to your wedding day is there to assist in any venue related matter and will be available to respond to queries throughout the duration of the hire. They will be on hand to ensure you enjoy your day and act as a safety officer in line with public liability and workplace health and safety obligations. However the Duty Manager cannot wait on guests.

FURNITURE AND EQUIPMENT

Ainslie and Gorman Arts Centres will provide chairs for wedding ceremonies, as well as the signing table. We have chairs and trestle tables available for hire for the reception but any other furniture will need to be independently sourced. All electronic devices, cords and power boards are to be tested and tagged prior to the event.

PAYMENT AND CANCELLATION

Once the dates are confirmed, a non-refundable deposit of 20% of the total fee is payable. The outstanding amount invoiced is due 2 weeks prior to your big day. If additional staff hours and/or resources are required which were not previously invoiced, a final invoice will be generated post-event.

If, for whatever reason, you need to cancel your event, this needs to be done in writing at least ten (10) working days before the scheduled commencement of the hiring period. Any pre-payment, minus the non-refundable deposit, will be refunded. If cancellation is made within ten (10) working days of the event, full payment remains due.

LICENSING

Ainslie and Gorman Arts Centres holds a liquor license and are required to comply with the Liquor Act 2010, including Responsible Service of Alcohol. Please speak to the Wedding and Events Officer about your options.

SMOKING

Both Ainslie and Gorman Arts Centres are completely smoke-free.

TIMING

Ainslie and Gorman Arts Centres are located in residential areas. In order to comply with noise restrictions, all events must conclude by 11pm.

ANIMALS

Guide and companion animals are welcome at both centres, however unfortunately we can't allow pets or other animals on the premises.

FILMING AND PHOTOGRAPHY

Typically photography and recording on site is only permitted with the approval of Ainslie and Gorman Arts Centres management however we understand that on your wedding day you will have photographers. We just ask that you respect the other people using the Centres and their wish to not be recorded.

CLEANING AND WASTE

Ainslie and Gorman Arts Centres have a cleaning company on contract who will do a final clean of the venue after your event. The cost of this has been factored into your agreed package.

All rented furniture and items, decorations, food, waste, etc. must be removed from the premises within the stated hire period. This needs to be done before final cleaning can commence.

GETTING THERE

Ainslie and Gorman Arts Centres are both in Braddon and are accessible by public transport. To find the best route, call Transport Canberra on 13 17 10 or visit www.transport.act.gov.au. On weekends and public holidays, there is free and accessible parking at both centres. Ainslie and Gorman Arts Centres are located within 5 minutes' walking distance of each other, and less than 10 minutes from Canberra's civic centre and the Braddon retail precinct.

ACCESSIBILITY

Ainslie Arts Centre is a wholly accessible venue. Gorman Arts Centre, as a heritage complex, may present accessibility issues for some visitors. If you have specific accessibility needs, please speak with the Wedding and Events Officer.

TERMS AND CONDITIONS APPLY

SUPPLIER LIST

We highly recommend
the following suppliers

FLOWERS

Moxom and Whitney

Bright and cheery or soft and pastel—fresh, seasonal blooms are gathered together to maximise their beauty through texture, scent, colour and species.

0477 888 805 | shop@moxomandwhitney.com.au | www.moxomandwhitney.com.au

Laurel and Lace

Beautiful and organic, soft and pretty floral style; specialising in romantic floor to ceiling event styling.

0423 311 909 | laurelandlace@outlook.com

Peony N' Pearl

Breath-taking florals, alight with imagination. Bouquets, flowercrowns and floral styling to adorn your special day.

0422 699 339 | peonynpearl.com.au

CELEBRANTS

Kate Curry

A caring professional approach for your next life event.

0417 484 927 | kcurry.celebrant@gmail.com | Facebook: [katecurrycelebrant](#)

Julie Rattenbury

Fun and relaxed, romantic and intimate, or something in-between.

0402 703 310 | www.julierattenbury-canberracelebrant.com

MUSIC

Chicago Charles

Solo acoustic musician, duo, band and/or DJ services, and he even has a photobooth for hire!

0424 143 554 | chicagocharles@gmail.com | www.chicagocharles.com.au

Marty K Music

Fresh and dynamic, covering all decades and genres from folk through to R&B.

martykcanberra@gmail.com

EQUIPMENT HIRE

YES

Supplying not just chairs and tables, but also styling packages from classic to rustic aesthetics.

1800 096 634 | youreventsolution.com.au

The Prop Smith

Pick and choose everything from photo booth props to decor to furniture hire.

0417557532 | info@thepropsmith.com.au | thepropsmith.com

PHOTOGRAPHERS

We recommend all the photographers showcased in our brochure.

SUPPLIER LIST

We highly recommend
the following suppliers

CATERERS

Mr. Papa Peruvian Street Food

It always feels like a party since there's so much flavour happening in every bite.

0414 301 952 | mrpapa.au@gmail.com | www.mrpapa.com

Top Gun Catering

High-flying food, catering to all needs and styles.

6247 7186 | orders@topguncatering.com.au | www.topguncatering.com.au

Capital Woodfired Pizza

Authentic woodfired pizza that comes to you.

0410 815 776 | info@capitalwoodfiredpizza.com.au | www.capitalwoodfiredpizza.com.au

CAKES + DESSERTS

Ali King

Ali's philosophy is that desserts and cakes need to be just as delicious as they are beautiful. Her cakes and desserts are as much a centrepiece as they are a delight to eat!

0411 052 369 | hello@aliking.com.au | www.aliking.com.au

Sweet Bones Bakery

Sweet Bones is an organic vegan bakery specialising in whole foods with a rustic feeling and inventiveness.

0413 067 890 | info@sweetbonescompany.com | www.sweetbonescompany.com

Mellabella

Handcrafted gelato & sorbet served from a beautiful vintage style cart.

0432323982 | bookings@mellabella.com.au | www.mellabella.com.au

Wild & Pure

Creating beautiful and delectable botanically inspired cakes, with all flavours available as gluten-free.

hello@wildandpure.com.au | www.wildandpure.com.au



CHECKLIST

FIRST THINGS FIRST

- Set the date, however have a couple of alternative dates in mind

YOU HAVE A DATE

- Determine the style of your wedding and the atmosphere you want on the day
- Book venues for both your ceremony and reception. If you are planning an outdoor event, make sure you have a wet weather alternative, just in case
- Book a caterer
- Book the celebrant or chaplain
- Book a photographer

6 MONTHS OUT

- If you need to hire any equipment for the day, book whatever you need now. Inform your venue of when equipment will be brought in and removed
- Book the florist for your bouquets, buttonholes, corsages, flower crowns and decorations *discuss styling options with the Wedding and Events Officer
- Book music for both ceremony and reception
- Order a cake
- Book your wedding transport

3 MONTHS TO GO

- Finalise the guest list

2 MONTHS BEFORE

- File 'Notice of Intended Marriage' at least one month and one day prior to the wedding date
- Finalise arrangements with the venue, caterers and any other on-the-day suppliers

4 WEEKS TO THE BIG DAY

- Confirm transport and pick up times
- Confirm flower order and delivery time
- Confirm music
- Confirm photographer
- Confirm cake delivery time
- Notify the Wedding and Events Officer of contact names and numbers for each supplier, as well as their arrival time
- Order a cake knife
- Organise place cards for the tables (have them in order of table setting for an easier set up)
- Notify your caterer and the venue of the final guest count
- Compile a run order for the day so everyone involved knows what's going to happen

1 WEEK AWAY

- Have a full rehearsal of the ceremony at the location if possible
- Re-confirm details with the venue

NOTES

[illegible]