

# Underwood Park Hub

Venue Hire



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# WELCOME

## to Underwood Park Hub

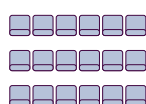
The Underwood Park Hub is a small, privately hireable kitchen and dining space facing the FUNderwood Hollow playground. It includes a large deck for outdoor dining and a roller-door servery to the outdoor deck, allowing for a bar-style function if desired.

The venue features:

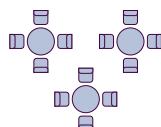
- Roller-door servery
- 4.5 x 3 m kitchen
- 4.5 x 3 m internal dining area (with sliding windows)
- 8.1 x 3.4 m deck (27.5m<sup>2</sup>)
- Free on-site car parking
- Ramp access
- Stainless steel kitchen benches
- Commercial-sized kitchen sinks
- Microwave
- 458 L Samsung Fridge Freezer
- 40 x chairs
- 3 x 1805 mm trestle tables
- 8 folding café tables
- Fire extinguisher
- Fire safety blanket

Capacity (50 m <sup>2</sup> )	
Theatre or cocktail style	40 pax
Cafe seating	32 pax
Minimum hire times	
Monday to Sunday	3 hours minimum
Hire fees	
6 am to 10:30 pm	\$46.00 p/hour

*Note: 30% discount on standard rates for eligible non-profit organisations.*



**Theatre**  
style seating  
arrangement



**Cafe**  
style seating  
arrangement

## Access Hours

Underwood Park complex gates close at 10 pm on Monday and Tuesday; at 10:30 pm on Wednesday, Thursday and Sunday; and at 12 am on Friday and Saturday. Exit after this time is possible, but not reentry. Gates reopen at 5 am.

## Room hire inclusions

### What's included in the prices:

- Use of the kitchen and kitchen equipment
- Use of tables and chairs
- Use of cleaning products in the kitchen
- Use of venue vacuum cleaner/mop

## Hirer's obligations

### Before the event:

- Pick up venue key from Beenleigh Events Centre or Logan Entertainment Centre one day prior to event
- Set up of tables and chairs
- Provide your own cooking utensils and food.

### After the event:

- Pack down of tables and chairs
- Take rubbish out to the skip (at Underwood Park Community Centre)
- Clean the internal floor with venue vacuum cleaner/mop
- Clean the deck with the blower (or with mop if necessary)
- Leave the venue in the same condition as found.  
*Cleaning fees will be charged if the venue or equipment is not cleaned properly.*
- Return key to either Beenleigh Events Centre or Logan Entertainment Centre

## Additional services fees

### Security bond (POA)

A security bond will be required for your event. Management will assess the type of event you are having and advise the appropriate bond required. The bond will be between \$200 and \$500 and will be refunded within 2 weeks after the event has concluded if no additional fees are incurred.

### Security Guards (POA, 4 hr min)

Security guards are the normal requirement at Underwood Park Hub for evening events/parties (after 8 pm) or at all times when there is alcohol on the premises. Security will be booked by Council and invoiced to client.

## Accessibility

- Accessible carpark
- Accessible bathrooms
- Ramp access

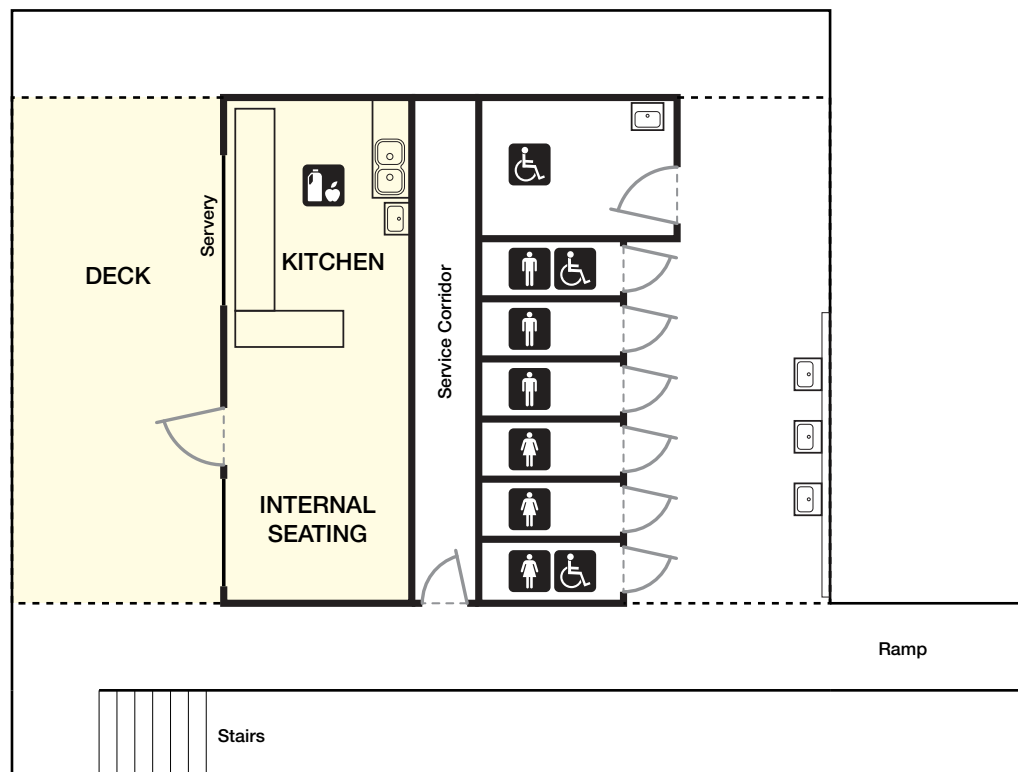




Observation view of FUNderwood Hollow playground from the deck



Stair access to deck



Hireable space marked in yellow

# Event checklist


- Complete booking form and return to **communityvenues@logan.qld.gov.au**
- To secure your date, pay the non-refundable booking deposit no more than 14 days after the form has been sent
- Book site visit with council officer
- Return signed venue hire agreement within 4 weeks of confirmation of booking
- Pay balance of bond and fee at least 4 weeks before your event
- Advise venue of any changes to your event on **2899 7353**

## Location

 982–1006 Underwood Road, Priestdale

## Contact Us

 07 2899 7353 (Monday to Friday, 9 am to 4 pm)

 [communityvenues@logan.qld.gov.au](mailto:communityvenues@logan.qld.gov.au)

 [logan.qld.gov.au](http://logan.qld.gov.au)

## Further information



### Logan City Council

150 Wembley Rd,  
Logan Central QLD 4114

Phone: 07 3412 3412

Email: [council@logan.qld.gov.au](mailto:council@logan.qld.gov.au)

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