

Narryna Heritage Museum Incorporated

103 Hampden Road, Battery Point, 7004

[www.narryna.com.au](http://www.narryna.com.au)

6234 2791

**EVENTS AT NARRYNA**

Narryna’s classic Georgian façade and beautiful heritage garden makes it an ideal location for special events:

* wedding ceremonies
* wedding photography, commercial photography and film shoots
* Naming ceremonies
* Memorial services
* Corporate and private functions

The facade of Narryna provides a beautiful backdrop for your event. The width of the front garden ensures up to 120 guests can be easily accommodated. A site plan is available on the Narryna webpage for your convenience [www.tmag.tas.gov.au/narryna](http://www.tmag.tas.gov.au/narryna)

Narryna is open Tuesday – Saturday 10am – 4.30pm and Sunday 12 noon – 4.30pm. Events may take place in general opening times but will require a staff member at the gate to provide alternative access for the visiting public. Events are ideally held out of museum visiting hours.

Guests are invited to see inside the house before the ceremony. Your venue hire fee covers this.

Wet weather options:

* Ceremony: upstairs exhibition rooms (max 30 people)
* Pre and post ceremony drinks: historic kitchen (max 25 people)
* During Winter 2015 we anticipate re-roofing an old machinery shed to provide a wet weather contingency for up to 100 people.

Electrical power is available in the front garden by prior arrangement. Narryna can supply up to 16 folding chairs for musicians and guests. In addition there are two Victorian benches in the garden. Most guests prefer to stand for the ceremony. A signing table and chairs are provided, with the option of moving inside for signing the register. Musicians are generally located on the paving to the right side of the front door.

Refreshments pre- and post-ceremony can be served in the front garden with a drop table to the right side of the house (out of view). For alcohol service you are invited to hire waiters or deputise guests with RSA accreditation (they should bring their accreditation with them). The rear courtyard also makes an excellent setting for the serving of refreshments, particularly if you wish to have your photographs taken in the front garden. You may deliver alcohol during the day, ideally in a large esky or cooler to be placed under the drop table.

Toilets are located at the rear right side of the property. A gate on the right side of the house is opened for access to the rear of the property. Parking for up to five cars is available on site. The gates are entered off Hampden Road, on the west (or left) side of the house.

There are different fees dependent on the scale of the event:

1. Ceremony, pre- or post-ceremony drinks and photographs in the grounds, up to 120 minutes ($400) Equipment includes:

* Register signing table and two chairs
* Up to 16 chairs for guests
* Side table for drinks service

2. Ceremony, pre- or post-ceremony drinks and photographs in the grounds, up to 150 minutes

($400 + additional fee according to the complexity and duration of the event). Equipment includes:

* Set-up per 1, above
* Refrigeration for pre-delivered drinks
* Marquee or temporary structure to be arranged by the hirer.

3. Photography in the grounds, up to 90 minutes ($250)

Narryna is not currently able to be used as a reception venue (with a meal) owing to limited facilities. Arrangements can be made for a caterer’s van to be parked on site for a cocktail function. The house is conveniently located in relation to bars and restaurants at Salamanca Place, Sandy Bay and elsewhere. Wedding photography is not permitted indoors owing to the fragility of the collection. Scattering of confetti or rice is not permitted in the grounds.

Narryna is registered as a charity with the Australian Charities and Not-For-Profits Commission and so may receive tax-exempt donations.

Couples are welcome to make a time to meet with the manager on site in the lead up to the ceremony.

Narryna is a treasure of Tasmania’s colonial heritage. We thank you for choosing to have your ceremony here and your contribution to the house’s restoration.

Scott Carlin

Manager

M: 0419 622 658

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**APPLICATION FORM**

Names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time: \_\_\_\_\_\_\_\_\_\_\_\_\_Until: \_\_\_\_\_\_\_\_\_\_\_\_\_

Number of Guests: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Special requests: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A deposit of 50% of the venue hire fee is required to secure your booking. The deposit will only be refunded if we receive a minimum of four weeks’ notice in writing prior to the date of the event, or in other special circumstances at the Narryna Heritage Museum Council’s discretion.

Payment by cheque or direct debit to:

Narryna Heritage Museum Incorporated

Commonwealth Bank, Collins Street, Hobart BSB 067 002 Account number 10123022

Please register your deposit using your surname. Please email us to confirm your direct debit. Email: narryna@tmag.tas.gov.au

Credit card □ Mastercard □ Visa

Card Number □□□□ □□□□ □□□□ □□□□

Expiry □□/□□ CCV □□□

Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_\_\_\_\_\_