

L'AFFARE VENUE HIRE

COLLEGE ST, WELLINGTON

Here at L'affare, we are interested in showcasing our space to as many people as possible. Our doors are open to appropriate events, there are just a few house-keeping rules and questions that will help the event run smoothly.

Venue Hire

Our charges depend on the event and we are happy to work with you on how to get the best out of your event according to your budget. Our venue is available for a fee or we can arrange a minimum spend per head.

We will require a deposit, but it will be reasonable and refundable for a fixed period before your event.

Liquor Licence/Alcohol

Our liquor licence extends from 8.00am till 2.00am.

We have access to a large selection of wines and beers via our supplier networks. We can work together to source the right wines for you. We also partner with several local breweries and can arrange a great selection of beers for your group, including beer on tap.

If you have any other beverage requests, please discuss them with our café manager and we will try our best to accommodate them wherever possible.

Hours

As we run a busy operation by day, there are some hours we may not be able to cater for. From Monday to Sunday we are open to the public till 4.00pm, but we are available any time after this.

Fire Safety

Our capacity in the space is 140 people.

Fire exits are through the front door or dock way to the side of the café.

Food

We can cater for your needs with our extensive function menu. Or if you are after something specific, we are happy to talk this through also. Please see our functions menu for more detail.

Coffee

With coffee being our main business, we can offer espresso coffee which will be included in the

hiring fee.

Glassware

We have a range of glassware which usually means that no extra is needed. If extra is needed, this can be arranged.

AV / Media

We can accommodate almost any audio-visual set-up in the space, so you are free to arrange any entertainment that suits our venue. We partner with AVS to deliver the best A/V solutions for your event: www.avservices.co.nz

What we need from you

If you'd like to host an event with us, please fill out the below and send through to our café manager at: caffemanager@laffare.co.nz

Date + Day + Time	
Function title	
Number of guests	
Glassware	
AV/Media	
Contact name & Number	
Food option	
Other	

Billing Details

If you would like to be invoiced please fill out details below, please note that all invoices must be payed within seven days.

Name / Company	
Address / Po Box	
Email	
Phone Number	