

Community & Linen Rooms

Abbotsford
Convent.



About

The Community and Linen Rooms are two multi-functional spaces adjoined via the original grand timber bi-fold doors. These two rooms are hireable separately or together. The rooms have a unique Gothic character and feature decorative timberwork, marble fireplaces, carpeted floors, and a small kitchenette. Located within the Convent Building, which opened in 1902, the rooms open onto a private balcony overlooking the [Heritage Gardens](#).

Purpose-built for Convent living, the Community Room was a space where the Sisters congregated at the end of each day. Next door, the Linen Room was where two Sisters would work tirelessly on the toiletries and linen needed by the entire resident population across the whole site.

Facilities

The WIFI-enabled Community and Linen Rooms offer a private balcony, a kitchenette area, and a projector screen. Additional facilities including tables, chairs, whiteboards, heaters, and fans are available to hirers. Basic AV equipment is available to hirers.

Accessibility

The Community and Linen Rooms are wheelchair accessible. The adjoined balcony is not wheelchair accessible. Accessible and gendered toilets are available close to the venue. Gender-neutral toilets are available at other locations within the Abbotsford Convent Precinct.



Key Features

- Two adjoined rooms
- Balcony
- Kitchenette

Dimensions

- Community Room: 18.1 x 8.3m (149m²)
- Linen Room: 18 x 8.4m (149.6m²)
- Combined total area: 298.7m²

Community and Linen: venue hire rates

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	Full day (8 hours)	Half day (4 hours)	7-day week
Standard - individual room	\$800	\$600	\$4000
Standard - both rooms	\$1300	\$975	\$6500
Community/NFP - individual room	\$600	\$450	\$3000
Community/NFP - both rooms	\$975	\$731	\$4875
Subsidised - individual room	\$400	\$300	\$2000
Subsidised - both rooms	\$650	\$488	\$3250

Pricing

A compulsory additional COVID cleaning fee will be added to each day of venue hire.

Prices do not include GST.

Minimum hire is four hours. Additional hours can be added.

Important Conditions of Hire

Abbotsford Convent is a unique heritage arts precinct with specific hiring conditions. You can find our Conditions of Hire [here](#).

To better understand the delicate nature of working in a heritage-listed multi-use precinct, please refer to our Special Conditions of Hire [here](#).

Staffing and Equipment

Front of house and additional support crew are available for minimum 3-hour calls.

Basic furniture and AV equipment is available for hire.

Site Visits and Production Meetings

To arrange a virtual or in-person site visit, please email us at venuehire@abbotsfordconvent.com.au or call us on 03 9415 3608.

Complex events will require at least one production meeting with our Venue Hire and Operations teams.

Community and Linen: capacity and safety

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	2m ² per person	4m ² per person	No restriction
Standing room only - individual room	70	35	140
Standing room only - both rooms	140	70	280
Seated - boardroom style *	10	10	20
Seated - theatre style *	28	28	100
Seated - U-shape style *	13	13	26
Seated - cabaret style - individual room	32	32	48
Seated - cabaret style - both rooms	64	64	96

Seating is not fixed and can be set up in a number of different configurations.

Capacity is dependent on current COVID-19 regulations and is subject to change. Please check the latest regulations to determine which capacity limit applies to you.

** Due to the L-shape of the rooms when combined, the seated capacity for boardroom, theatre and u-shape layouts remains the same for individual and combined venue hire. Where both rooms are hired with these seating configurations, the second room functions well as a breakout space.*

Stay Safe at the Convent

The Abbotsford Convent has a COVIDSafe Plan in place to ensure the safety of all staff, venue hirers, visitors and community members. You can find our COVIDSafe plan [here](#).

All venue hirers must comply with this plan and complete a COVIDSafe Event Checklist. Upon arrival, all hirers must undertake a COVID Safety Induction.

Hirers with complex events may be required to submit their own COVIDSafe Plan.



Community and Linen: floor plan

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