

Beenleigh Town Square

Venue Hire



WELCOME

to Beenleigh Town Square

Located in the heart of Beenleigh, the Town Square has been transformed into a vibrant community space of cultural exchange and activity. It can be used to host a variety of events including markets, local festivals and concerts, that can bring communities together and strengthen social ties.

Venue features

- A civic platform (can be hired)
- Pavilion structure
- A large LED screen (4m x 3m) located on the Civic Platform
- 8 chairs and 2 trestle tables in the storage area
- Water access in the undercover area
- Public amenities (4 unisex toilets, 1 ambulant toilet and 1 disabled toilet) – near the bus stop
- Timed parking zones (town centre) – for large events there is 50 convenient parking spots (1,220m²)
- Storage area at the back of the stage
- A lawn area/market space (2 size options)
- Powerpoints:
 - Market section has them on either side of the poles
 - On the civic platform that backs to the courthouse (x6)
 - Beside the lawn area on the retaining wall

Small Events

Area 1: Lawn 1 (360 m²)

Area 2: Lawn 2 (345 m²)

Possible uses include – a yoga or tai chi class, children's workshop or a product demonstration

Lawn Area 2 can accommodate:

- a maximum of 32 marquees (3m x 3m),
- between 80 and 90 4-seater tables within the designated area

Hire fees (between 7 am and 12 am)	
Monday to Sunday - 1 hour	\$33.00 p/hour
Monday to Sunday - 4 hours	\$80.00 p/hour
Monday to Sunday - 8 hours	\$160.00 p/hour

Notes: 20% discount on standard rates for eligible non-profit organisations. Table linen, glasses, cutlery and crockery are not available on site.

Area 3: Market space (600 m²)

Area 4: Civic Platform (150 m²)

The Market space accommodates about 30 market stalls. Integrated lighting allows for evening use.

The Civic Platform can cater to a range of local festivals, performances, concerts and public events. The full area is undercover.

Three phase power is available on request.

Hire fees (between 7 am and 12 am)	
Monday to Sunday - 1 hour	\$65.00 p/hour
Monday to Sunday - 4 hours	\$171.00 p/hour
Monday to Sunday - 8 hours	\$325.00 p/hour

Notes: 20% discount on standard rates for eligible non-profit organisations. Table linen, glasses, cutlery and crockery are not available on site.

Security bond for small areas hire (Lawn 1/Lawn 2/Market space/Civic Platform)

A security bond of \$100 will be required for your event. The bond will be refunded within 2 weeks after the event has concluded if no additional fees are incurred.

Medium Events

Area 5: Includes the Civic Platform, Market space, Lawn 1 and Lawn 2 (3,370 m²)

An event management plan should be submitted to the satisfaction of the Beenleigh Town Square precinct management at least one week before the event and should show how pedestrian movement, shown on the pedestrian movement map, can be accommodated.

Three phase power is available on request.

Hire fees (between 7 am and 12 am)	
Monday to Sunday - 4 hours	\$271.00 p/hour
Monday to Sunday - 8 hours	\$541.00 p/hour

Notes: 20% discount on standard rates for eligible non-profit organisations. Table linen, glasses, cutlery and crockery are not available on site.

Security bond for Area 5 hire

A security bond of \$500 will be required for your event. The bond will be refunded within 2 weeks after the event has concluded if no additional fees are incurred.

Large Events

Area 6: Includes the Civic Platform, Market space, Lawn 1, Lawn 2 and the shared zone through the Beenleigh Town Square, Rotary Park and part of James Street (6,470 m²)

Large events need a temporary road closure application and could need a permit from Queensland Rail

An event management plan should be submitted to the satisfaction of the Beenleigh Town Square precinct management at least one week before the event and should show how pedestrian movement, shown on the Pedestrian Movement Map, are accommodated.

Three phase power is available on request.

Convenient parking (1,220m² – 50 car parks).

Hire fees (between 7 am and 12 am)	
Monday to Sunday - 4 hours	\$541.00 p/hour
Monday to Sunday - 8 hours	\$1082.00 p/hour

Notes: 20% discount on standard rates for eligible non-profit organisations. Table linen, glasses, cutlery and crockery are not available on site.

Security bond for Area 6 hire

A security bond of \$1,000 will be required for your event. The bond will be refunded within 2 weeks after the event has concluded if no additional fees are incurred.

Hirer's obligations

Before the event:

- Gain all relevant Council licences i.e. Alcohol, Traffic management, busking
- Check that food vendors have appropriate licences
- Informing food vendors of Council requirements i.e oil drip trays required under vehicles.
- Purchase adequate public safety insurance (and conduct required safety assessments)

After the event:

- Leave the venue in the same condition as found

Additional services fees

Security Guards (\$65/hour each, 4 hr min)

Security guards are required for evening events/parties (after 8 pm) or at all times when there is alcohol on the premises. Security may be deemed necessary at other times by venue management. Security will be booked by Council.




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**


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150 Wembley Rd,
Logan Central QLD 4114
Phone: 07 3412 3412
Email: council@logan.qld.gov.au

Beenleigh Town Square

 1 Kent Street, Beenleigh QLD 4207

Contact Us

 07 3412 4403 (Monday to Friday, 9 am to 4 pm)

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 logan.qld.gov.au