

Venue Hire Info: Functions

Looking for a centrally located function space with heaps of flexibility in a historic building right in the heart of Melbourne? **Fringe Common Rooms** at Trades Hall has you sorted.

With a touch of our signature Melbourne Fringe flair, we're helping transform Melbourne's best kept secret into a tantalising alternative function space – and with two fully equipped flexible rooms, exclusive hires and long licenses, it's perfect for functions of all shapes and sizes.

So, whether you're hosting a corporate event for clients, a work Christmas party, or your aunt's 50th birthday join us at Common Rooms. We've got something for everyone.

Fringe Common Rooms at Trades Hall consists of two spaces;

The Old Ballroom: a performance space & bar that holds up to 170 patrons standing or 146 seated theatre-style.

The Annexe: a second, intimate saloon-style space that holds up to 70 people

Porque no los dos? For most events in the Old Ballroom, the Annexe can be used as a break-out room or second function at no extra cost.

Common Rooms holds a 3am licence on all days except Sunday (which is licenced until 11pm). We have a bar in the Old Ballroom that we can run during your event with a great selection of drinks – see below for packages.

HIRING FRINGE COMMON ROOMS FOR YOUR FUNCTION

Fringe Common Rooms can accommodate events for between 50 and 250 people. We do exclusive hire, which means the space is all yours (aka no pesky neighbours to worry about). The venue is fully accessible with a platform lift from Lygon St, accessible and gender-neutral bathrooms and a portable lift to make the stage accessible if you need.

Looking for something bigger? Trades Hall is home to other rooms that fit up to 500 people – let us know what you need and we'll see what we can do!

To enquire about hosting your function at Common Rooms, or to request a detailed quote, please complete [this Functions Enquiry form](#).

We'd love to chat! If you have any questions, don't hesitate to email commonrooms@melbournefringe.com.au or call us on (03) 9660 9600.

WHAT DO YOU GET?

Common Rooms is a fully-equipped performance venue, which means we've got all the things you might need - including a PA system, DJ equipment, projector and backline. We can accommodate bands, performances and DJs - see technical specifications on page 3.

Standard function hire includes:

- room setup (with bar tables, cabaret or theatre seating)
- access to the PA system (for recorded music)
- a microphone and stand
- a basic lighting state

If you need something more complex, a dedicated venue technician will need to help, at an additional cost.

WANT TO ADD SOME FRINGE FLAIR?

If you need a DJ or recommendations for performers that might suit your event, we can put you in touch with fab Fringe artists who know how to throw a party. From frocked-up hosts in drag, seriously funny comedians, cabaret darlings or burlesque superstars, we put the FUN in function.

DRINKS PACKAGES

Our drinks packages take the hassle out of keeping your guest's whistles wet. We've kept it simple, with two package options (Standard or Premium), that can be upgraded to include spirits and cocktails.

Standard

3 hours - \$49 per person

4 hours - \$67 per person

5 hours - \$85 per person

Package contains:

- Tap Beer: Young Henrys Newtowner Pale Ale, Young Henrys Natural Lager
- Can beer: Young Henrys Newtowner Pale Ale, Young Henrys Natural Lager, Young Henrys cider
- Wine: Primary Colours Single Estate Rose, Primary Colours Single Estate Pinot Grigio, Primary Colours Single Estate Sangiovese, Redbank Emily sparkling Brut Cuvee
- Soft drinks

Premium

3 hours - \$57 per person

4 hours - \$75 per person

5 hours - \$93 per person

Package contains:

- Tap Beer: Young Henrys Newtowner Pale Ale, Young Henrys Natural Lager
- Can beer: Young Henrys Newtowner Pale Ale, Young Henrys Natural Lager, Young Henrys cider, Two Birds Pale Ale, Two Birds NEIPA
- Wine: Bird In Hand Rose, Semillon Sauvignon Blanc, Shiraz, Sparkling Pinot Noir
- Soft drinks

Basic spirits are available in both packages for an extra \$10 per person, per hour.

Want to arrange a cocktail on arrival? Just ask!

There is no commercial kitchen onsite, however Common Rooms can connect you with a stack of great local caterers to assist with your event.

BAR TABS

Prefer to set up a bar tab? Common Rooms can tailor something to fit your budget and needs. Minimum spends apply.

CONFERENCES

By day, Commons Rooms is the perfect place to host your next conference, forum or meeting. Centrally located and with exclusive day hire Monday-Thursday, all Conference Hires includes a soft drinks package, room set up and basic AV support.

Half-day: \$400

Full-day: \$800

THE FINE PRINT

Packages & Offering

All drink offerings and cocktails are subject to availability and negotiation upon booking. Minimum spends apply for all functions, variable to the day of the week and time of the year.

Booking Requirements

Bookings are confirmed upon payment of a 50% deposit. We do not accept tentative bookings.

Final confirmation of guest numbers and technical requirements must be received 5 business days prior to the event.

Final payment must be made prior to the event or at the event via credit card.

Cancellations

60+ days: full refund

30-59 days: 25% of estimated total package booking

14-29 days: 50% of estimated total cost of event

1-14: 75% of estimated total cost of event

TECH SPECS

Common Rooms is kitted out to put on high-quality performance events, with state of the art technology for everything your heart desires. Both the Old Ballroom and the Annexe can be set to your technical needs using the list of equipment below. Talk to us when booking your event.

Audio

We have a rockin' sound system to bring the house down; that will ensure your uncle's favourite Nirvana cover band sound A+. Includes PA system, foldback, stagebox and mixer.

- 2 x d&b V10P 3-way passive point source loudspeaker
- 2 x d&b B6 Sub (omni directional)
- 1 x d&b D20 Amplifier NL4 - 1 x d&b D20 sleeve
- 6 x dbTechnologies Opera 12 foldback
- 1 x Allen & Heath SQ-5 19" 48 channel mixer 96KHz digital mixer
- 1 x Allen & Heath Qu AB168 16/8 channel digital stage box
- 1 x Allen & Heath MixWizard 12:2:2 analogue mixing desk

Visual

A picture is worth a thousand words. A projector is worth a lot more (please don't break it). Perfect for your work presentations or homemade birthday powerpoints.

- Epson EB-L615U 5k Laser Projector
- 125" Electric Screen 16:9
- 13" Macbook Pro, Late 2013 running Qlab

Microphones, Di's and cables

Be heard with our wide range of microphones and cables. Most mics are wired but we have a couple of headset mics for all your Madonna impersonations. If you need more wireless mics we can hire them in (at an extra cost).

- 2 x Radial JDI Stereo Passive 2-channel direct injection box with Jensen transformer
- 2 x Radial - J48 active 48V direct injection box
- 1 x Radial ProAV1 Multimedia DI (for plugging a laptop into the stage box)

- 6 x Shure SM58 (vocal mics)
- 4 x Shure SM57 (multi-purpose mics)
- 1 x Shure Beta SM52A (kick drum mic)
- 4 x Shure Beta SM56A (instrument mics)
- 10 x Microphone stand - boom (210/9)
- 1 x Microphone stand - kick
- 2 x Sennheiser G3 wireless mic kit (B band)
- 2 x Sennheiser EW100 G3 wireless beltpack transmitter
- 2 x Sennheiser ME 2-II Headset Microphone
- 10 x XLR M-F cable (1.5m)
- 10 x XLR M-F cable (5m)
- 10 x XLR M-F cable (10m)
- 10 x XLR M-F cable (20m)

DJ Gear

- DJ Otzi eat your heart out. Hey baby.
- 2 x Denon SC5000
- 1 x Allen & Heath XOne:96
- 2 x Reelock RP8000

Lighting

All our lights are LED, super energy efficient and are guaranteed to make you look fantastic.

- 1 x Zero88 FLX S24 Lighting Desk (with touch screen)
- 8 x Pluto 800 wash moving head (LED)
- 2 x Pluto 350 moving head spot (LED)
- 2 x LED Fresnel 50 - Nitec
- 2 x Pharos Jnr - Compact LED Profile with integrated zoom (19-36 degree)
- 1 x Unique Hazer 2.1 (will attract an extra cost)
- 2 x Minum lighting desks

Next page: Backline & Instruments...

Backline & Instruments

No more lugging drum kits up the Trades Hall stairs
We've got a drum kit and amps for you to plug into, and a
beautiful upright piano (her name is Tina Tinkles).

Yamaha Tour Custom Fusion Shell Pack

Fender Mustang GT200 200W 2X12 Combo Amp

Yamaha Upright Piano

The size of the stage in the Old Ballroom is 6m wide x 2.4m
deep x 600mm high. The stage can be expanded to 3.6m
deep if necessary.

If you want tech in the Annexe, including a stage, lights and
PA, we can arrange this for you.