

## Venue Snapshot

### Chatswood Library – Front Meeting Room

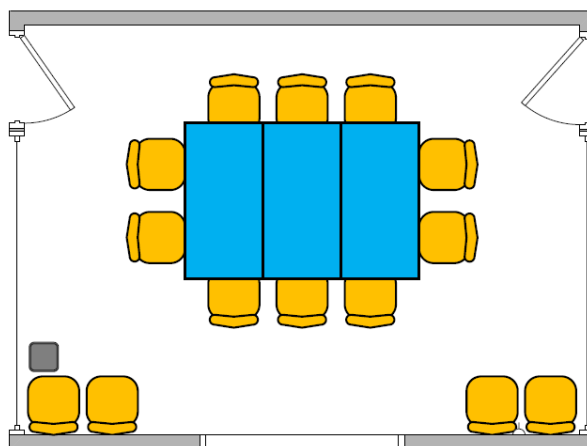
<b>Special Conditions:</b>	<ul style="list-style-type: none"> <li>No Alcohol on Premises</li> <li>No Private Functions (e.g. Birthday Party)</li> <li>No food may be brought into, or consumed in the library, with the exception of the Willoughby Room</li> <li>Hirers must follow the direction of library staff at all times.</li> </ul>
<b>Room Dimensions:</b>	5.7m x 4.2m
<b>Room Capacity:</b>	<b>People: 14</b>

✓ = available at this venue    x = not available at this venue    \$ = available for hire at this venue (fees apply)

Amenities	Kitchen/Catering	Technology	Equipment/Furniture
✓ Disabled access	x Kitchen - Full	x Audio Visual system	✓ Tables - Full Trestle Size (3)
x Outdoor area	x Kitchenette - sink & hot water	x Amplifier	x Tables - Childrens Size
x Outdoor area - with playground equipment	x Tea/Coffee Crockery - Dry Hire	x Projector - Inbuilt	✓ Seating - Chairs - Adult size (14)
✓ Air conditioning	x Luncheon Crockery - Dry Hire	\$ <b>Projector - Portable</b>	x Seating - Chairs – Children's Size
x Heating	x Cutlery - Limited	x Projector screen	x Seating - Couch or arm chairs
x Ceiling Fans	x Water glasses	x Computer/PC	x Piano
x Electric Fans	x Alcohol permitted with conditions	✓ Whiteboard - Inbuilt	x Table Tennis Table
\$ <b>Parking</b>	x On site Café	x Whiteboard - Electronic	x Pool Table
\$ <b>Disabled parking</b>	x On site Catering	x Whiteboard Portable	x Gym Equipment
x Toilet facilities (internal)	x Oven	✓ WiFi (public use)	x Portable partitions
✓ Toilet facilities (external-public use)	x Stove	x Lectern	x Trolley - Upright
✓ Accessible toilet (public use)	x Microwave	x Projector trolley	✓ Bins (1)
✓ Shower Facilities (public use)	x Dishwasher		
x Storage	x Fridge - Full size		<b>Flooring</b>
x Basketball/Futsal Courts	x Fridge - Bar fridge size		✓ Flooring - Carpeted
x Stage	x Hot Water - Kettle		Flooring - Dance Floor
✓ Power Points (2)	x Hot Water - Zip System		Flooring - Vinyl Floor
	x Hot Water - Electric Urn		Flooring - Polished Timber

### Suggested Room Layouts

#### Meeting Layout



#### Seminar Layout

