

THE HAVELOCK PLACE

Venue Hire & Private Functions

206 Canterbury Road, Canterbury VIC 3126

Located within a charming heritage building in the heart of Canterbury, The Havelock Place offers an elegant and versatile setting for private celebrations, corporate functions, meetings, workshops and special occasions.

Whether you're planning an intimate gathering or an exclusive event, we offer flexible venue hire with or without catering.

Venue Availability & Capacity

Space	Seated Capacity	Availability
Upstairs Private Dining Room	32 guests	Monday–Sunday
Downstairs Dining	51 guests	Monday–Wednesday
Outdoor Dining	6 guests	Included with downstairs hire
Downstairs & Outdoor Combined	57 guests	Monday–Wednesday
Entire Venue	89 guests	Monday–Wednesday

Restaurant trading hours: Thursday–Sunday, 11:00am–2:30pm for brunch and from 5:30pm for dinner.

During normal trading hours, only the upstairs private dining room is available for private bookings.

Venue Hire — Without Catering

Ideal for corporate meetings, workshops, presentations, photography sessions and private gatherings.

Space	Hourly Rate	Minimum Hire
Upstairs Private Dining Room	\$150	3 hours
Downstairs Dining & Outdoor	\$250	4 hours
Entire Venue	\$350	4 hours

Venue hire includes:

- Existing tables and chairs
- Access to the booked area
- Standard lighting, heating and cooling
- Guest facilities
- Standard cleaning

Outside food and external catering are not permitted.

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Private Functions — With Havelock Catering

Enjoy exclusive use of your selected space with dining prepared by The Havelock Place.

Space	Minimum Guests	Venue Hire
Upstairs Private Dining Room	20	\$100 per hour
Downstairs Dining & Outdoor	39	\$600 flat
Entire Venue	61	\$900 flat

Flat venue hire includes a maximum four-hour session, including setup and pack-down.

For groups below the stated minimum, bookings may be considered where the equivalent minimum food spend is met.

Food & Dining Packages

Our function menus offer a choice of dining experiences to suit your occasion.

Dining Experience	Price per Person
Havelock Group Dining	\$65
Havelock Feed Me Experience	\$79
Havelock Premium Group Dining	\$85

Havelock Group Dining — \$65 per person

Shared starters followed by traditional Sri Lankan curries, rice, accompaniments and dessert.

Havelock Feed Me Experience — \$79 per person

A curated selection of our signature dishes, designed to be enjoyed in a relaxed sharing style. Available as a two-course lunch or dinner.

Havelock Premium Group Dining — \$85 per person

Shared starters, a choice of individually plated mains and dessert.

Dietary requirements can be discussed when arranging your event.

BYO Wine & Glassware

BYO wine is available for approved private functions held Monday–Wednesday.

Service	Charge
BYO wine corkage	\$20 per bottle
Wine glassware and cleaning	\$5 per wine-drinking guest

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Glassware charge includes:

- Use of Havelock wine glasses
- Standard glassware replacement during the event
- Washing, polishing and cleaning

Wine service can be arranged where event staff are engaged.

BYO is limited to wine and is subject to the venue's liquor licensing conditions. Additional charges may apply for damaged or missing glassware.

Additional Services

Service	Charge
Event staffing — first hour	\$100 per staff member
Event staffing — each additional hour	\$50 per hour, per staff member
Additional equipment or special arrangements	Quoted on request
Additional hire time	Subject to availability and applicable hourly rates

Staffing arrangements are available for approved events on non-trading days.

Suitable Events

- Birthdays, anniversaries and private celebrations
- Corporate meetings, training and workshops
- Engagement parties and intimate receptions
- Business presentations and networking events
- Photography and content production
- Community and social gatherings

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Booking Conditions

- Venue hire is subject to availability.
- A 50% non-refundable deposit is required to confirm the booking, subject to applicable consumer law.
- Flat-rate catered functions are limited to a maximum four-hour session, including setup and pack-down.
- Additional hours and services are subject to availability and additional charges.
- Final guest numbers and dietary requirements must be confirmed before the event.
- No external food or catering is permitted at any time.
- BYO wine is available only for approved Monday-Wednesday functions, subject to liquor licensing conditions.
- Additional cleaning, damage or equipment requirements may incur further charges.
- All prices are inclusive of GST.

Enquiries & Reservations

Whether you're planning an intimate private dinner, a corporate gathering or an exclusive event, we'd be delighted to help you create a memorable occasion.

THE HAVELOCK PLACE

206 Canterbury Road, Canterbury VIC 3126

Phone: 0452 660 695

Email: admin@thehavelockplace.com.au

Website: www.thehavelockplace.com.au