

CERES



Venue Hire

New community centre opens at CERES in February 2010 and you are invited

Dear Community Partners and Friends

I am writing to you and your organization to give you advance notice of exciting new community spaces at CERES Van Raay Centre which opens in February 2010.

The Centre comprises a bistro/restaurant and community meeting rooms which are available for hire. We are now taking bookings for next year and believe that over time this complex (featuring 3 buildings and outdoor spaces) will become an important community landmark for Melbourne. Designed by renowned architect Greg Burgess, the Centre sets a new standard in environmental excellence and features double glazed windows, full insulation, solar power, disabled access and the possibility of full catering.

CERES is prioritizing community bookings for the spaces. We want everyone to visit, feel welcome and connect with us through this fabulous new facility. CERES is able to offer the spaces during the day and at night, on weekdays and weekends. We want to reach out to a broad range of community organizations and build deeper links with all sections of the community. CERES is already known for its vibrant village atmosphere and we believe that the energy and diversity of community groups using the centre will add to this aspect of the CERES experience.

If you know of any other organisation who might be interested we would appreciate if you sent this email on (and if you want to, also send a CC to us so we can also put them on our friends list).

The spaces are suitable for a myriad of uses - meetings, seminars, conferences, workshops, AGMs, rehearsals, concerts, counseling. No doubt community members will come up with ways of using the spaces and surrounding outdoor areas which we haven't even thought of yet! There are both large and smaller spaces for hire and all are available for both regular and occasional hire. All spaces have access to storage and a kitchen with a servery to outdoor areas. A disabled toilet and shower is also available.

I invite you and your organization to be among the first to see the new buildings and check out for yourself how you might utilize the centre. We are conducting community tours on

Wednesday 11 November 4.30pm

Wednesday 9 December 4.30pm

Saturday 12 December 11am

It would be wonderful to see you there and bookings for the tours can be made by ringing CERES on 9387-2609 or by emailing us at ceres@ceres.org.au

You can also go to the CERES website, find out more about us and download our Venue Hire booklet which outlines in detail the spaces available and various ways the spaces can be configured. To make it even easier I attach a copy of the venue hire brochure now.

I look forward to hearing from you.

With kind regards,

**CERES Team Leader
P: 03 93872609**

