



Victoria Cinema Hires & Private Screenings

Our stylish cinemas are the perfect venue for your next event.

Whether you wish to pamper clients, socialise with colleagues and friends, host a corporate presentation with a difference, or fundraise for a worthy cause, Palace Cinemas can save you both time and money when you book your event with us.

With access to:

- 54 beautiful theatres across our eight Melbourne locations, suitable for anywhere between 16 to 900 guests
- A broad selection of art-house, foreign-language, and blockbuster films
- Flexible catering packages, tailored to suit your needs
- State of the art Digital Cinema Package (DCP) screen presentation facilities
- Technical staff and AV support including microphones, lecterns, HDMI capability for laptop presentations, and Dolby Digital surround sound
- Stunning function spaces for pre- or post-film networking
- Display of corporate signage including pull up banners, brochures, posters, etc.
- Registration space to welcome guests

*Let our team help you find the right film to suit your audience
and guide you to create an unforgettable occasion.*



Contact Us

✉ events.vic@palacecinemas.com.au

☎ (03) 9816 1777

Types of Bookings

Exclusive Hire

Hire a series of auditoria on your chosen date(s) and time(s) for private screenings of an in-season film or vintage classic. An Upcoming Film List is available upon request to assist with your selection of an in-season film. Otherwise, please let us know if you are interested in screening an out-of-season film. Films outside of current release are subject to approval by the distributor and may incur a film hire fee.

Pricing and Payment

Please refer to the cinema pricing page below. Exclusive hires are calculated by the cinema capacity and booked in units of film length. Additional time can be negotiated, extra fees apply. No deposit required. Preferred payment method via BPAY. Confirmation of cinema capacities and payment is due the Friday before programming for the first screening is finalised. BPAY details and due date will be listed on the invoice.



Cinema Hire

Full auditorium hires are available for private screenings of your own content or for occasions that don't require a film screening i.e lectures / corporate presentations / panel discussions. These are ideal for your corporate conferences, product launches, or cast and crew screenings.

Pricing and Payment

Please refer to the cinema pricing pages below. Cinema hires are calculated at cinema capacity and booked in units of 120-150 minutes. Additional time can be negotiated, extra fees apply. No deposit required. Preferred payment method via BPAY. Confirmation of cinema capacities and payment is due the Friday before programming for the first screening is finalised. BPAY details and due date will be listed on the invoice.



Group Booking

Group bookings in shared public sessions are available for groups of 20+ people, at a discounted rate of \$13.00 per ticket. These group booking rates do not apply on public holidays, or for film festivals and special events.

Group bookings are offered 7 days a week, subject to availability, with films programmed to start between:

- 10:00am – 10:30am
- 12:00pm – 12:30pm
- 2:00pm – 2:30pm
- 4:00pm – 4:30pm
- 6:00pm – 6:30pm

Please note, these start times are approximate. Once the programming schedule is completed for the week of your event, exact session times will be confirmed.

Payment

Payment can be made directly to the cinema by cash, credit card or direct deposit, and is due three working days prior to your booking. Confirmation of the final guest number is also required on this date.



Cinema Pricing

Cinema Hires are booked in units of 120-150 minutes.

Exclusive Hires are booked in units of film length.

The Cinema cannot be hired on a Saturday after 4:00pm or on public holidays.

Palace Brighton Bay

294 Bay Street BRIGHTON 3186

CINEMA	CAPACITY	PRICE
1	147	\$1911
2	257	\$3084
3	84	\$1092
4	127	\$1651

Parking: Two-hour free parking available on Bay Street until 6:30pm. All day parking available a short walk away at the railway car park. Street parking available on Durrant Street, Asling Street and St Andrews Street.

Public Transport: North Brighton Train Station - 2 minute walk. Middle Brighton Train Station - 5 minute walk.

Bus Routes: 703, 600, 603, 922, 933

Palace Dendy Brighton

26 Church Street BRIGHTON 3186

CINEMA	CAPACITY	PRICE
1	197	\$1970
2	197	\$1970
3	233	\$2330
4	433	\$4330
5	52	\$624

Parking: Secure Parking basement Car Park, enter via 8 St Andrew Street. Validate parking pass at Cinema Box Office to receive discount parking rate of \$6.00 for up to 4 hours.

Public Transport: Middle Brighton Train Station - 5 minute walk.

Bus Routes: 603, 250 & 251

The Kino

45 Collins Street MELBOURNE 3000

CINEMA	CAPACITY	PRICE
1	202	\$2424
2	202	\$2424
3	53	\$848
4	43	\$688
5	33	\$528
6	64	\$768
7	61	\$732

Parking: Collins Place Car Park, enter via 28 Flinders Lane. Validate parking pass at Cinema Box Office when purchasing tickets to receive two hours of free parking. Paid parking rates apply after two hours.

Public Transport: Tram Routes 11, 12, 48 & 109. Parliament Train Station - 3 minute walk.

Palace Cinema Como

Level 1, The Como Centre

Toorak Road & Chapel Street SOUTH YARRA 3141

CINEMA	CAPACITY	PRICE
1	177	\$2301
2	176	\$2288
3	125	\$1625
4	136	\$1768
5	68	\$884
6	63	\$819

Parking: Secure Parking car park is located under the cinema, enter via Chapel St or River St Validate parking pass at Cinema Box Office when purchasing tickets to receive a \$10.00 flat parking rate.

Public Transport: Tram Routes 58 & 78

Cinema Pricing

Palace Balywn

213 Whitehorse Road BALWYN 3103

CINEMA	CAPACITY	PRICE
1	16	\$288
2	16	\$288
3	152	\$1967
4	152	\$1967
5	245	\$2940
6	30	\$540
7	30	\$540
8	154	\$2002
9	154	\$2002
10	24	\$432
11	42	\$672

Parking: Non-restricted parking is available in nearby Norbert St. Off-street parking is available at Balwyn Park, off Whitehorse Rd, a short walk from the cinema.

Public Transport: Tram route 109.

Pentridge Cinema

1 Champ Street COBURG 3058

CINEMA	CAPACITY	PRICE
1	41	\$656
2	41	\$656
3	41	\$656
4	43	\$688
5	44	\$704
6	44	\$704
7	44	\$704
8	44	\$704
9	44	\$704
10	94	\$1222
11	94	\$1222
12	224	\$2688
13	44	\$704
14	44	\$704
15	44	\$704

Parking: Undercover parking located under the cinema; first 3 hours free with an hourly charge thereafter

Public Transport: Tram Route 19. Coburg Train Station - 10 minute walk. Batman Train Station - 10 minute walk.

Bus Routes: 512, 513, 526, 527, 530, 534, 561, 900

Palace Westgarth

89 High Street NORTHCOTE 3070

CINEMA	CAPACITY	PRICE
1	169	\$2197
2	52	\$832
3	52	\$832
4	106	\$1378
5	103	\$1339

Parking: Unrestricted parking available on High St, between Union St and Charles St, (on left) & Roberts St (on right) outside of clearway times.

Public Transport: Tram Route 86. Merri Train Station - 7 minute walk. Westgarth Train Station - 6 minute walk.

Bus Routes: 250 & 251

The Astor Theatre

1 Chapel Street ST KILDA 3182

Rates card available on request.



Cinema Catering: Food

Please note: exact catering numbers are to be confirmed one week prior your event.

Staff Service

During your event, our trained and RSA-certified function staff can cordon off your space in the foyer, prepare and arrange platters and individual food items, set up a private bar or tables, serve beverages, deliver tray service for canapés, and usher guests into the cinema when ready.

20 - 100 guests	\$80
100 - 150 guests	\$150
150+ guests	\$220



Combos

Classic Sparkling Combo \$16.50ea
Small popcorn, Connoisseur gourmet ice cream stick, bottled water and a glass of sparkling wine

Classic Beer Combo \$16.50ea
Small popcorn, Connoisseur gourmet ice cream stick, bottled water and a house beer

Traditional Combo \$11.00ea
Small popcorn, Connoisseur gourmet ice cream stick and bottled soft drink

Cinema Combo \$7.50ea
Small popcorn and Connoisseur gourmet ice cream stick

Snack Combo \$6.50ea
Small popcorn and bottled soft drink



Individual Items

Connoisseur Gourmet Ice Cream Stick \$4.50ea

Handmade Vanilla Choctop* \$5.00ea

Small Popcorn \$4.50ea

Lolly Bag \$3.50ea

**Available for groups of up to 50pax*

Canapés

Canapé menu available on request.

Self-Catering

Palace Cinemas offer you the option to self-cater.

**Hot food is not permitted.*

No take-away or food from third party restaurants is permitted.

Self-catering fee: \$4.00 per seat.



Please note: No items that are available to purchase from the Palace Bar are to be sold or given away.

This includes lollies, chocolates, popcorn, packet chips, ice creams, cheese platters, and ALL drinks including alcohol.

Cinema Catering: Beverages

Enjoy the best locally and internationally sourced beer and wine in our fully licensed cinemas.

Beverages can be served in your function area and enjoyed inside the cinema. Select a range of beverages to offer your guests and have our staff manage your private drink service. For bar tabs, drinks are charged on consumption and paid on the night of your booking.

All wines are charged by the bottle. A standard 750mL bottle of wine holds 5 serves.

All Palace staff members are RSA qualified. Groups offering drinks on consumption require a function staff member for service. Fees apply.

Sparkling

La Gioiosa 'il Fiore' Prosecco	\$40.00
NV Piper-Heidsieck Cuvée Brut*	\$75.00

White

Pikorua Sauvignon Blanc	\$40.00
Montrose Chardonnay	\$50.00
Santi Pinot Grigio	\$55.00

Red

Montrose On Premise Shiraz	\$40.00
Cruel Mistress Pinot Noir	\$55.00

Rosé

Folklore	\$47.00
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Beer & Cider

Peroni	\$7.50
Peroni Leggera	\$7.00
4 Pines Pale Ale	\$7.50
4 Pines Pacific Ale	\$7.50
Stone & Wood Pacific Ale	\$8.50
Moo Brew Pilsner*	\$8.50
Pure Blonde Organic	\$8.00
Somersby Cider	\$8.00

*Only available at select venues

Non Alcoholic

Cool Ridge Still Water (600mL)	\$3.50
Bottled Soft Drink (300mL)	\$4.00
Sparkling Mineral Water (300mL)	\$4.00
Spring Valley Juice (300mL)	\$4.00
Barista-made Hot Beverages* (Coffee, Tea, Hot Chocolate)	\$3.00
Self-serve Hot Water Urn (Tea Station)	\$1.50pp

*Available for groups of up to 50pax



Complimentary jugs of water available on request.

*The prices listed here are discounted rates. Bar prices will differ. Selection is subject to availability.

Beverage options may differ depending on location.

Technical Requirements

For presentations or own content screenings.

Technical Specs (film content)

- All content must be delivered to the site on a hard drive (formatted in EXT2 or NTFS) at least one week prior to your screening.
- Content must be in DCP (Digital Cinema Package) format.
- Picture rate must be 24 or 25 fps.
- Aspect ratio: scope format is 2048 x 858 [2.39:1], flat aspect ratio is 1998 x 1080 [1.85:1]
- Please give your file an easily identifiable name that includes the film title.

Converting you content to DCP

- All digital material must be converted to DCP by a reputable commercial provider. We recommend getting a quote as early as possible from **FEBN DCP Services**.
Contact Felix Hubble at felix.hubble@febn.com.au

Presentations

- HDMI is available in some auditoria for screening PowerPoint presentations via a laptop.
- PowerPoint presentations must be supplied on the client's own laptop with HDMI connectivity.
- Video footage in PowerPoint presentations must be embedded.
- Please bring all cables and the power supply for the laptop; if you are using a Mac laptop you will need to supply your own VGA adapter.
- A technical rehearsal is mandatory when screening a PowerPoint presentation and optional when screening your own film. These are scheduled between 8.00am-10.00am on weekdays, at least four working days prior to your event.
- The presentation being tested must be the finished product that will be used at your event.

Holding Slides

- A holding slide (still image) can be displayed on screening during intro speeches, Q&As, panel discussions, etc.
- These must be delivered to the venue in DCP format on a USB at least three days prior to the event.
- DCP conversion from a JPG (size 2048 x 1080) can be arranged through your GFE coordinator. Please inquire for more details.

Technical Costs

Technical Rehearsal	\$85.00 p/h
Technical Assistant	\$85.00 p/h
Holding Slide Conversion	\$50.00 per slide
Q&A / Panel Setup (3+ mics)	\$85.00

Powerpoint Presentation

0-15 mins	\$85.00
15-30 mins	\$150.00
30-60 mins	\$250.00
60+ mins	\$300.00

Important Information

Please take a moment to read.

Signed Terms and Conditions must be returned before an event will be confirmed.

Palace Cinemas retains the right to cancel bookings under whatever circumstances deemed reasonable. In the case that an event must be cancelled in its entirety, Palace Cinemas will not charge the client for the event.

For cinema hire, the allocated auditorium is usually available for 120-150 minutes. This can be extended by written agreement and additional charges may apply. The allocated auditorium must be vacated at the end of the programmed session time to allow for the next session to take place. At the conclusion of the session, Palace Cinemas requires time to clean the auditorium and prepare for the following session. Should the time in the allocated auditorium exceed the agreed finishing time, Palace Cinemas reserves the right to impose an additional cinema hire charge in compensation.

Guest numbers must not exceed the allocated auditorium seating capacity and all paths, steps and thoroughfares must always be kept clear. No external seating is permitted.

If you have arranged to pay for drinks on consumption, a credit card must be left with the cinema manager before your function commences, and payment will be finalised at the conclusion of your function.

Hosts may charge guests for admission at their own discretion or may invite guests free of charge. Under either agreement, the host is responsible for promoting the event and managing the guest list. Palace Cinemas can provide a registration table for this purpose.

