

RMIT Venues managed spaces information for RUSU Clubs (venues@rmit.edu.au)

NAME OF VENUE	Location	Maximum Capacity	Room features	Special Conditions
RMIT Design Hub Lecture Theatre (100.3.1)	Corner Victoria and Swanston Streets	150 people	<ul style="list-style-type: none"> - Fixed raked seating - Space at rear for up to three tables - Space at front for two tables (panel discussion) - Lectern with mic - AMX system for video data projection (16:9 ratio) - Room computer (requires RMIT login) - Additional AV needs to be arranged by the hirer - Disabled access - Additional furniture needs to be arranged by the hirer. 	<ul style="list-style-type: none"> - Priority for 'Design Research' related activity - Room requires security access, by card, or by programming - Unstaffed – spaces MUST be RETURNED to their original state by the client after booking - Furniture should not be removed from this room unless it is booked
RMIT Design Hub Lecture Multipurpose Room (100.1.1) includes foyer	Corner Victoria and Swanston Streets	240 people	<ul style="list-style-type: none"> - 240 Pink seats available - Lectern with mic - Foyer area - Cloakroom area - Prep kitchen facing foyer area with chiller & sinks. No crockery. - AMX system for video data projection - Room computer (requires RMIT login) - Additional AV needs to be arranged by the hirer - Disabled access - Additional furniture needs to be arranged by the hirer. 	<ul style="list-style-type: none"> - Priority for 'Design Research' related activity - Room requires security access, by card, or by programming - Unstaffed – spaces MUST be RETURNED to their original state by the client after booking - Furniture should not be removed from this room unless it is booked
Design Hub Rooftop – Pavilions & Longroom (100.10.3-6)	Corner Victoria and Swanston Streets	<p>Maximum Capacity = 80 (across the entire rooftop area)</p> <p>Pavilion 1 = 30</p> <p>Pavilion 2 = 12</p> <p>Pavilion 3 = 12</p>	<p>Pavilion 1</p> <ul style="list-style-type: none"> - 30 seats & 10 tables - AMX system for video data projection - Room computer (requires RMIT login) - Disabled access - Additional AV needs to be arranged by the hirer - Additional furniture needs to be arranged by the hirer. <p>Pavilion 2</p> <ul style="list-style-type: none"> - 12 seats & 2 tables - AMX system for video data projection - Room computer (requires RMIT login) - Disabled access - Additional AV needs to be arranged by the hirer - Additional furniture needs to be arranged by the hirer. - Large Garage door opens up to walkway - access by arrangement <p>Pavilion 3</p> <ul style="list-style-type: none"> - 12 seats & 2 tables - AMX system for video data projection 	<ul style="list-style-type: none"> - Can only be booked max. two months ahead - Priority for 'Design Research' related activity - Room requires security access, by card, or by programming - Building Occupancy permit for 80 people ONLY (a temporary permit for 200 people can be arranged with at least 2 months' notice and will cost around \$1,400) - Furniture should not be removed from these spaces unless they are booked - Unstaffed – spaces MUST be RETURNED to their original state by client after booking

		<p>Pavilion 4 =25</p> <p>Longroom = 80</p>	<p>Design Hub Pavilion 3room features continued....</p> <ul style="list-style-type: none"> - Room computer (requires RMIT login) - Disabled access - Additional AV needs to be arranged by the hirer - Additional furniture needs to be arranged by the hirer. - Large Garage door opens up to building exterior walkway - access by arrangement <p>Pavilion 4</p> <ul style="list-style-type: none"> - 25 seats & 6 tables - AMX system for video data projection - Room computer (requires RMIT login) - Disabled access - Additional AV needs to be arranged by the hirer - Additional furniture needs to be arranged by the hirer. <p>Longroom</p> <ul style="list-style-type: none"> - AMX system for video data projection (projector & screen each end) - Disabled access - Additional AV needs to be arranged by the hirer - Additional furniture needs to be arranged by the hirer. - Prep kitchen with gas cooker – access to Pavilion 3 	
SAB Rooftop Building 80, Level 12	Swanston Street	150 maximum	<ul style="list-style-type: none"> - Fixed outdoor furniture - Electric push button heaters - Electric Barbecue with sink - Store room with sink - Unisex toilet and disabled toilet - Limited shade canopies 	<ul style="list-style-type: none"> - SAB is a teaching facility. Function spaces around event bookings of teaching spaces need to be sensitive to teaching and learning activities throughout the building. - Swipe card access for staff and student bookings - Wet weather contingency plans are recommended
SAB Function Spaces – multiple spaces	Swanston Street (balconies, mezzanines and nearby open spaces)	<p>Building 80, Level 03: 80 people across 2 areas</p> <p>BLD 80, Level 04: 100 people</p> <p>BLD 80, Level 05: 40 People</p> <p>BLD 80, Level 06: 90 people</p> <p>BLD 80, Level 07: 80 people</p> <p>BLD 80, Level 10: 70 people</p>	<p>Building 80, Level 03:</p> <ul style="list-style-type: none"> - Stair area - flexible area with 4 tables and 12 chairs - SLAMS area - fixed lounge furnishings with seating for 10 & small balcony area <p>Building 80, Level 04:</p> <ul style="list-style-type: none"> - Mezzanine area with 21 fixed seats - Internal courtyard with 15 fixed seats - Outdoor balcony area with 21 fixed seats & large bench tables <p>Building 80, Level 05:</p> <ul style="list-style-type: none"> - 15 seats inside, 22 fixed seats in outer area <p>Building 80, Level 06:</p> <ul style="list-style-type: none"> - 52 seats internally - 25 seats on balcony <p>Building 80, Level 07:</p> <ul style="list-style-type: none"> - Commercial food retail outlet adjoins this space - Ample balcony and mezzanine area - Seating for up to 70 <p>Building 80, Level 10:</p> <ul style="list-style-type: none"> -28 seats 	<ul style="list-style-type: none"> - SAB is a teaching facility. Function spaces around event bookings of teaching spaces need to be sensitive to teaching and learning activities throughout the building.

RMIT Storey Hall Building 16 – Level 1 lecture Theatre	Swanston Street	230 people (fixed seating)	<ul style="list-style-type: none"> - Fixed raked seating with foldout writing tablets -Space at front for tables (panel discussion) -AMX system for video data projection -Room computer (requires RMIT login) -Document Camera -Foyer Area -Disabled Access -Additional furniture may be discussed with Venue staff and may need to be sourced externally 	<ul style="list-style-type: none"> -Block booked throughout teaching semester by timetabling - only available for venue bookings outside teaching periods. -Level 1 is below ground level - access via lift or stairs -Room setup information is required at least 7 days prior.
RMIT Storey Hall Building 16 Auditorium & Foyer	Swanston Street	<p>Auditorium –</p> <ul style="list-style-type: none"> - 460 people theatre style (plus 240 in dress circle) - 1,000 people cocktail style - 250 people banquet style (200 with dance floor) <p>Foyer - 150 people</p>	<p>Auditorium –</p> <ul style="list-style-type: none"> - Proscenium arch stage with auditorium and dress circle - Configurable as theatre seating, banquet seating, cocktail style, trade stalls - AMX system for video data projection - Lectern with microphone - Wireless handheld & lapel mics - Room computer (requires RMIT login) - Videoteleconferencing facilities (requires AV/ITS support) - Adjacent foyer area - Dressing rooms with toilet & shower (level 7, above stage) - Goods lift access to kitchen and stage via Rodda Lane - Disabled access to auditorium (not dress circle). Disabled toilet on Level 4 - Additional furniture (beyond existing venue stock) needs to be discussed with Venue staff and may need to be sourced externally. - Additional AV needs to be arranged through RMIT AV/ITS <p>Foyer-</p> <ul style="list-style-type: none"> - Open space with access to commercial prep. kitchen (no crockery or linen supplied) - Disabled access - Additional furniture may be discussed with Venue staff and may need to be sourced externally - Additional AV needs to be arranged through AV/ITS 	<p>Auditorium –</p> <ul style="list-style-type: none"> - Level 5 - access via lift or stairs - Room setup information is required at least 7 days prior <p>Foyer-</p> <ul style="list-style-type: none"> - This venue can't be booked on its own if the Auditorium is in use - Level 5 - access via lift or stairs - Room setup information is required at least 7 days prior
Storey Hall Seminar Rooms – 4 rooms , Building 16, Level 7	Swanston Street	<p>Seminar Rooms-</p> <ul style="list-style-type: none"> - 30 people theatre style (or 60 people rooms when 1&2 or 3&4 are joined) -20 people classroom style (or 40 people when rooms 1&2 or 3&4 are joined) -12 people boardroom style (or 24 people when rooms 1&2 or 3&4 are joined) 	<ul style="list-style-type: none"> -AMX system for video data projection -Laptop available for each room -Access to Commercial prep kitchen (no crockery supplied) -Disabled access -Additional furniture needs to be discussed with Venue staff and may need to be sourced externally -Additional AV needs to be booked through RMIT AV/ITS - Also has access to a foyer and balcony area 	<ul style="list-style-type: none"> - access via lift -Room setup information is required at least 7 days prior

Storey Hall The Green Brain Conference Rooms – 2 rooms Building 16, Level 7	Swanston Street	<ul style="list-style-type: none"> - 50 people theatre style (or 100 when rooms 1&2 are joined) - 120 people cocktail style (rooms joined) - 12 people boardroom style (or 30 when rooms 1&2 are joined) 	<ul style="list-style-type: none"> -AMX system for video data projection -Laptop available for each room -Access to Commercial prep kitchen (no crockery supplied) -Disabled access -Additional furniture needs to be discussed with Venue staff and may need to be sourced externally -Additional AV needs to be booked through RMIT AV/ITS -Also has access to a foyer and balcony area 	<ul style="list-style-type: none"> - access via lift -Room setup information is required at least 7 days prior
Storey Hall Student Lounge (Vault) Building 16, Level 1	Swanston Street	90 people	<ul style="list-style-type: none"> - Flexible lounge seating - Microwave cooking appliances - Limited disabled access 	<ul style="list-style-type: none"> - Student use only - Available after 6pm weekdays
O'Grady's Place BBQ area	Earl St Carlton Outside Building 57	150 people	<ul style="list-style-type: none"> - 1 free electric BBQ -Seating for about 50 -Sun shades 	<ul style="list-style-type: none"> -Not great in wet weather
Alumni Courtyard	Russell Street	1000 people	<ul style="list-style-type: none"> -toilets -some weather protection - Some seating available - Large open space - free electric BBQs - Disabled access via lift in Building 15 or from Russel Street - power available 	<ul style="list-style-type: none"> - limited lighting (may need to bring your own in) - City of Melbourne 5 hours loud noise restrictions - Would need to bring in own sound production equipment , stage etc.