

## SPRINGWOOD COMMUNITY CENTRE BOOKING ENQUIRY FORM

### APPLICANT DETAILS:

Name:

Address:

Telephone

(W): (M):

Email:

### FUNCTION DETAILS:

☐ Function Room (up to 120 guests)

☐ Board Room (up to 20 guests)

Date: / /

Time: until

Proposed Use:

### ATTENDANCE NUMBERS:

Adults:

Children:

## SPRINGWOOD COMMUNITY CENTRE

### ADDRESS:

53 - 57 Cinderella Dr &  
Vanessa Blvd, Springwood 4127

### CONTACT:

Logan East Community  
Neighbourhood Centre

### BOOKINGS OFFICE:

9:00am - 4:00pm Mon-Thurs  
9:00am - 12 noon Friday

### PHONE:

(07) 3808 4549  
(07) 3808 4529

### FAX:

(07) 3290 3485

### EMAIL:

[lecna@lecna.org.au](mailto:lecna@lecna.org.au)

### WEBSITE:

[www.lecna.org.au](http://www.lecna.org.au)

## WEDDINGS & FUNCTIONS

*Springwood Community Centre*





## ARE YOU LOOKING FOR A VENUE FOR A WEDDING, PARTY OR CELEBRATION?

The Springwood Community Centre (SCC) offers Function and Board rooms for hire. The funds raised directly support the provision of services and programs provided by Logan East Community Neighbourhood Association (LECNA). LECNA is a non-profit organisation providing support, welfare and education programs to residents living in and around Logan City. These include: Emergency Relief (ER), NILS and StepUP, No & Low Interest Loans for low income earners, Counselling, Play Groups, Seniors Activities, School Holiday Activities. LECNA is a Deductible Gift Recipient & Endorsement for Charity Tax Concessions.

## FUNCTION ROOM

### Fees include use of:

- ☐ Tables & Chairs
- ☐ Mirror Ball
- ☐ Dance Floor
- ☐ Stage
- ☐ PA System
- (hands free & hand held microphone, professional performance microphone with stands, Access to sound system via iPod through head phone jack. WiFi available)
- ☐ Air Conditioned
- ☐ Facility has wheel chair access including toilets
- ☐ Parents Room
- ☐ Separate Bar Area

### Kitchen:

- ☐ Oven/Hot Plates
- ☐ Refrigerator
- ☐ Freezer
- ☐ Microwave
- ☐ Urn & Dishwasher

### Bar Area:

- ☐ Bar Refrigerators
- ☐ Glass Dish Washer
- ☐ Hot/Cold—boiling & chilled water facilities

### Available for Hire:

- ☐ Dance Floor and Stage

## BOARD ROOM

### Fees include:

- ☐ Private area for Bride and Groom
- ☐ Clothes Change room
- ☐ Gifts/presents room
- ☐ Pre-dinner drinks area
- ☐ Hors d'oeuvres area
- ☐ Urn and Kitchenette
- ☐ Air Conditioned

