



Events at the Little BIG House

Hi, good to meet you! We're so glad you've stopped by and want to know more about holding your event at the Little BIG House. This is a place to get together. A welcoming, safe space where you can just walk in to talk, meet, share stories and laugh, or sit and read a book. Connecting with our neighbours is so important in creating a healthier, happier and kinder community.

Here's some more information to help you as you think about bringing your idea to life.

1. What sort of events can I hold in the Little BIG House?

Whether its day changing or life changing, if your idea brings people together or enriches the community, you've found the place to bring it to life. You can host all sorts of events in the Little BIG House! It's perfect for anything from wellbeing activities, book clubs, to speaker events and workshops.

As a bit of inspiration here are some events currently taking place at the Little BIG House:

- yoga classes
- drop-in safe space
- senior's coffee group
- self-care workshops

Our mission at the Little BIG House is to support communities to become better connected, therefore we prioritise community initiatives in the space. However, once your event is locked in (private or community event), the space is yours for your allocated period.

What is a community initiative? Well, a community initiative is an event, group, or club that is open to all of the community to attend (whether drop in or through reservations) and supports attendees to become happier, healthier, kinder. We ask for a \$2 donation to hold these at the Little BIG House.

How do you become happier, healthier, kinder? The 5 ways to wellbeing is a great way to start and we love to see events that are encouraging attendees to:

- **Connect:** develop relationships with those around you. Show kindness to strangers.
- **Be active:** find an activity you enjoy and can do for life. Movement is joy.
- **Keep learning:** trying something new will make you more confident and give you a sense of achievement.
- **Be aware:** find time in your day to notice how you are. Be curious. Savour the moment.





- **Help others:** altruistic behaviour releases endorphins and boosts happiness.

We do also allow a limited number of private bookings to use the space, please see below for more information on fees and caps.



2. What can I find in the Little BIG House?

The Little BIG House spans two floors with a lounge space, kids' space and open space. It includes a huuuuge communal table, AV facilities and kitchenettes. There's lots of room to feel at home together in this beautiful shared space.

- **CAPACITY:** With the 2sqm rule we can accommodate 46 people per level, or 93 across the whole venue.
- **KITCHEN FACILITIES:** We have two small kitchenettes (one on each level) with a fridge/freezer, zip tap for cold and boiling water, and a microwave. You will have access to basic supplies such as crockery, cutlery, mugs, glasses, tea and coffee.
- **AV FACILITIES:**
 - On the ground floor we have a large TV where you can play music or connect your computer (through an HDMI cable) to show your favourite photos.

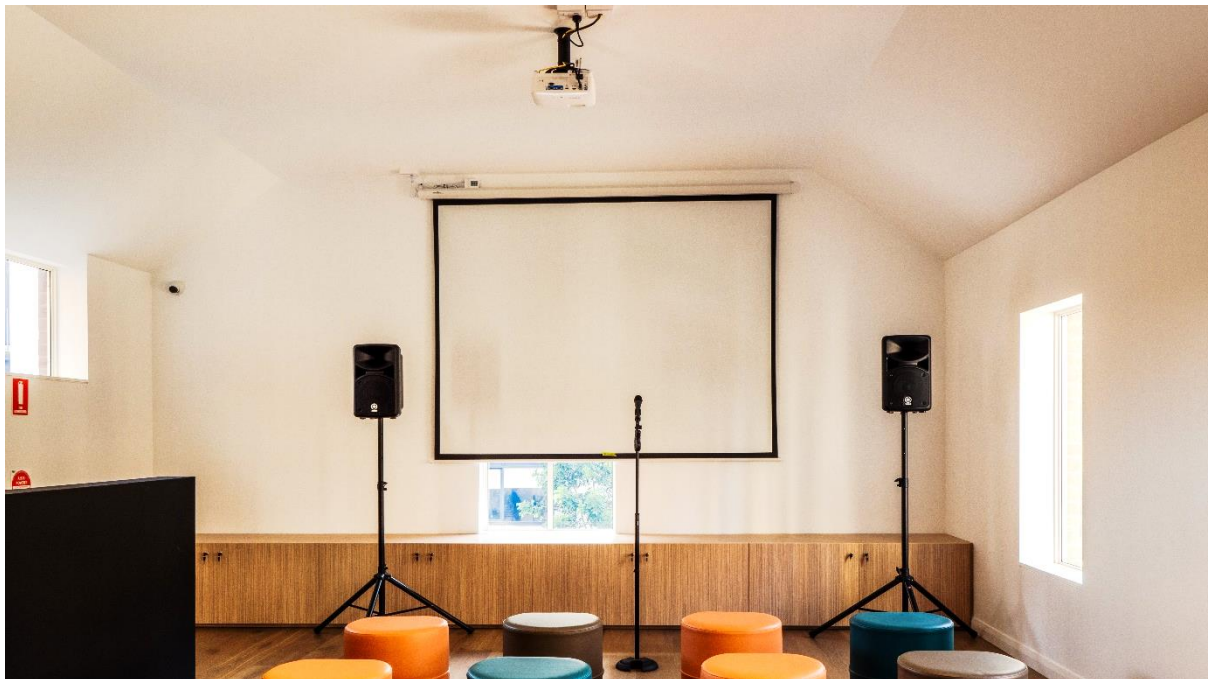




- On level 1 we have a great projector and screen, so you look super professional when doing your presentation.
- If you require speakers and microphones, please enquire with our team.

Please note our AV systems work best with PC computers, so bring along a PC (maybe borrow one from a friend if you're on Mac). The Little BIG House is a community venue therefore we do not offer on the day IT support. Pop in before your event to check everything works with your computer.

- **FURNITURE:** The ground floor is set up with a 16-person dining table, couches and lots of chairs scattered around. Level 1 is a blank space, but we have 43 stools that can be pulled out and set up for a conference, and 9 trestle tables available if you need a surface.
- **OTHER BITS AND BOBS:** There is WIFI available, and a jukebox on level 1 for those tunes. The venue has AC across both levels to keep you toasty in the winter and cool in the summer.



3. Are there any fees or limitations on events?

We prioritise events that bring the community together and are open for anyone within the Inner West LGA to attend. We know the space is a beautiful location for private gatherings as well, therefore we do allow a limited number of these each month. Please see the table below for more information on the cost of holding an event at the Little BIG House and other requirements.





Event type	Description	Host location	Cost	Limits
Community-led community event	<p>Events must contribute towards creating a happier, healthier and kinder community.</p> <p>Events must be open to everyone from the local community (Inner West LGA).</p>	N/A	\$2 donation to the Little BIG Foundation	Limited only by similar events running concurrently
Business-led community event	<p>Events must contribute towards creating a happier, healthier and kinder community.</p> <p>The Little BIG House cannot be the primary place of business for the hirer.</p> <p>The event must be open to anyone from the local community to attend (Inner West LGA).</p>	N/A	\$2 donation to the Little BIG Foundation	Limited only by similar events running concurrently.
Community-led private events	<p>Events by invitation only (not open to the whole community).</p> <p>Eg. birthday parties, private dinners / move nights</p>	Host must be a resident of the Inner West LGA	<p>\$50 p/h for one level</p> <p>\$80 p/h for whole venue</p>	3 per month – subject to availability.
Business-led private events	<p>Business events for a closed group (not open to the whole community).</p> <p>Eg. corporate training days, workshops for clients</p>	Business must be based in the Inner West LGA	<p>\$100 p/h for one level</p> <p>\$150 p/h for whole venue</p>	3 per month – subject to availability.





4. This sounds great! How do I book in my event?

- a. Submit an enquiry

We're so excited you love the Little BIG House as much as we do. Please submit your event enquiry via the [form on our website](#) and someone from the Little BIG Team will get back to you.

- b. Fill in our venue hire agreement

Once we have approved your event enquiry and checked the space is available, we will send through our venue hire agreement. Please complete, sign and return the agreement to secure your booking. We will also send you a link to make your \$2 donation or pay your venue hire fee.

- c. Have a great event!

You will be sent the access code to enter the space the day before your event. Please look after the Little BIG House as though it was your own home – clean-up after yourself and your guests, put everything back where you found it and make sure the venue is locked up when you leave.



**See our venue hire agreement for more information about venue hire and cancellation policy.*

Any questions – get in touch with the Little BIG Team on hello@littlebigfoundation.org

**Disclaimer: The Little BIG Team reserve the right to refuse any event enquiry at their discretion if it they do not feel the event fits within the Little BIG House's values or if the cap for that type of event has already been met. Event caps are decided by the Little BIG Team depending on the volume and diversity of event enquiries.*

