



Events at the Little BIG House

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

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 meet with others, 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 types of events in the Little BIG House! It's perfect for anything, like wellbeing activities, book clubs, speaker events, creative workshops and social meet ups.

Our mission at the Little BIG House is to support our local community 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.

Events at the Little BIG House support us on our mission in creating a happier, healthier and kinder community.

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 huuuuuge communal table, AV facilities and kitchenettes. There's lots of room to feel at home together in this beautiful, shared space.

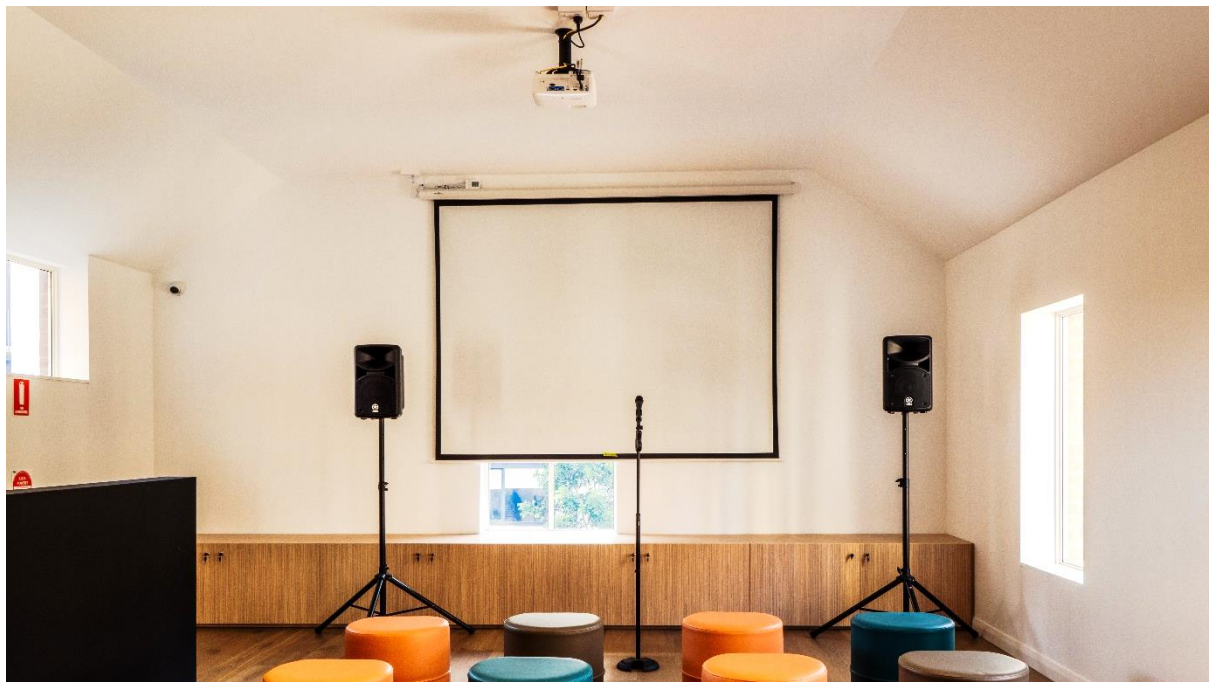
- **CAPACITY:** Ground Floor: 30 seated, 50 standing | Level 1: 26 seated, 50 standing
- **KITCHEN FACILITIES:** We have two small kitchenettes (one on each level) with a fridge/freezer, zip tap for cold and boiling water, and a microwave. You will have access to basic supplies such as crockery, cutlery, 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)
 - 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. The Little BIG House is a community venue therefore we do not offer on the day IT support. Arrange a time to check everything works with your computer before the event.

- **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 free 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 summer.
- **OUTDOOR SPACE:** We don't have the authority to grant you permission to use any of the outdoor spaces in Flour Mill precinct. We are also not responsible for the BBQ area.





3. Are there any fees or limitations on events?

We prioritise events that bring the local community together and are open for anyone in the community 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	Why we love them	Cost
<p>Gold star event</p> <p>An event run by a wonderful volunteer that's free for the community to attend.</p> 	<p>They work towards creating a happier, healthier and kinder community.</p> <p>They're free for anyone to attend and achieve a 20%* hyper-local attendance</p> <p>They bring something new to our calendar of events and are recurring programs.</p> <p>The host/s live locally (Summer Hill (2130) / Lewisham (2049)) and are committed to creating a strong community on our doorstep.</p> <p>The host/s join our volunteer tribe and attend trainings to help them grow the connection their program creates.</p> <p>The host/s agree to our hirer's terms and conditions.</p>	<p>\$2 donation to the Little BIG Foundation</p>
<p>Silver star event</p> <p>An event run by a wonderful local host that the community pay to attend.</p> 	<p>They work towards creating a happier, healthier and kinder community.</p> <p>They're open to anyone to attend and achieve a 20%* hyper-local attendance</p> <p>They bring something new to our calendar of events and are recurring programs.</p> <p>The host/s live locally (Summer Hill (2130) / Lewisham (2049)) and are committed to creating a strong community on our doorstep.</p> <p>The host/s join our volunteer tribe and attend trainings to help them grow the connection their program creates.</p> <p>The host/s agree to our hirer's terms and conditions.</p>	<p>If your event attendee fee < \$20 p/h, you will be charged:</p> <ul style="list-style-type: none"> • \$5 p/h • Weekend daily fee of \$200 <p>If your event attendee fee > \$20 p/h, you will be charged:</p> <ul style="list-style-type: none"> • \$30 p/h • Weekend daily fee of \$400
<p>Community & not-for-profit private events</p>	<p>They're for a closed group but bring friends and family together</p>	<p>\$100 p/h for the whole venue</p>





(Birthday parties, private dinners, etc.)	The hosts understand we prioritise space for community events (limited spots for private)	
Business private events (Corporate training day, workshop for clients, etc.)	They're for a closed group but bring colleagues together. The hosts understand we prioritise space for community events (limited spots for private) and understand that they may be sharing the venue with community user or another business during their booking	\$150 p/h for one level \$200 p/h for whole venue

*Reaching a hyper-local audience is our mission. We know that to address loneliness we need to create connections between neighbours. Events that don't support our mission can be accommodated by booking the venue on a private basis. We may at some point in the future, increase this target.

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.*

**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.*

