

Venue

HANDBOOK



**LOWER
HUTT
EVENTS
CENTRE**

www.lowerhutteventscentre.co.nz

Explore endless possibilities with LHEC

- Purpose Built
- Flexible Spaces
- Experienced Team
- Latest Technology





Lower Hutt

- The venue is located in the heart of Lower Hutt CBD with close proximity to local cafes, supermarkets and about 2 minutes' walk from Queensgate Shopping Centre – Lower North Island's largest mall. Central location in Wellington region with easy access via State Highway 1 from North and South.
- Excellent connectivity with Wellington Airport via public transport and State Highway 2.
- 20 minutes from Wellington CBD in peak hour traffic.
- Affordable car parking in and around Lower Hutt CBD and the venue.
- For public events, there is an advantage from the large population base residing in the Greater Wellington region.
- Range of accommodation options available close to the venue. The Sebel Wellington Lower Hutt, a 4-star property is located within a 2-minute walk of the venue.

About the Venue

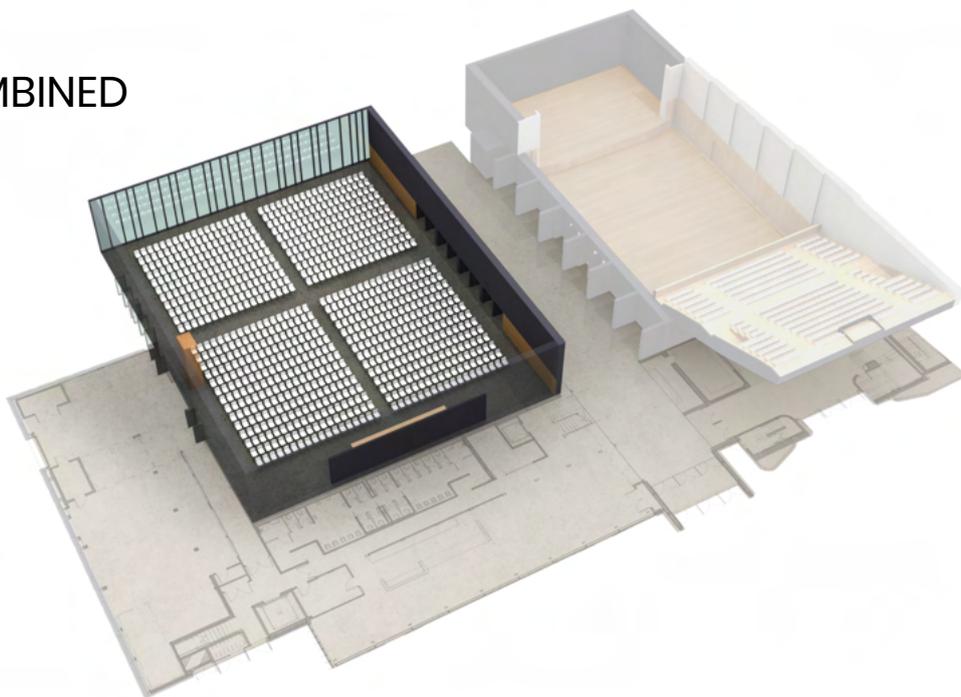
- Versatile, purpose-built venue.
- Equipped with the latest AV technology and an experienced event management team.
- Flexible multi-purpose spaces.
- 1200 delegate indoor capacity.
- On site café, Tūtaki, serves locally roasted coffee, tea and delicious fare for Lower Hutt locals in a friendly, welcoming environment. Tūtaki is also a unique option to host smaller private events in a central location with excellent service from your event centre team.
- In-house catering to serve for an event or conference of any size.
- Complimentary high-speed wireless internet.

Venue Guide

EVENT SPACE

EVENT SPACE: 1 + 2 COMBINED

		LENGTH: 25.2m
800m ² SIZE	5.00m HEIGHT	WIDTH: 31.8m
		
900 STANDING	500 SEATED	900 SEATED
		
60 BOOTHs	560 SEATED	448 SEATED

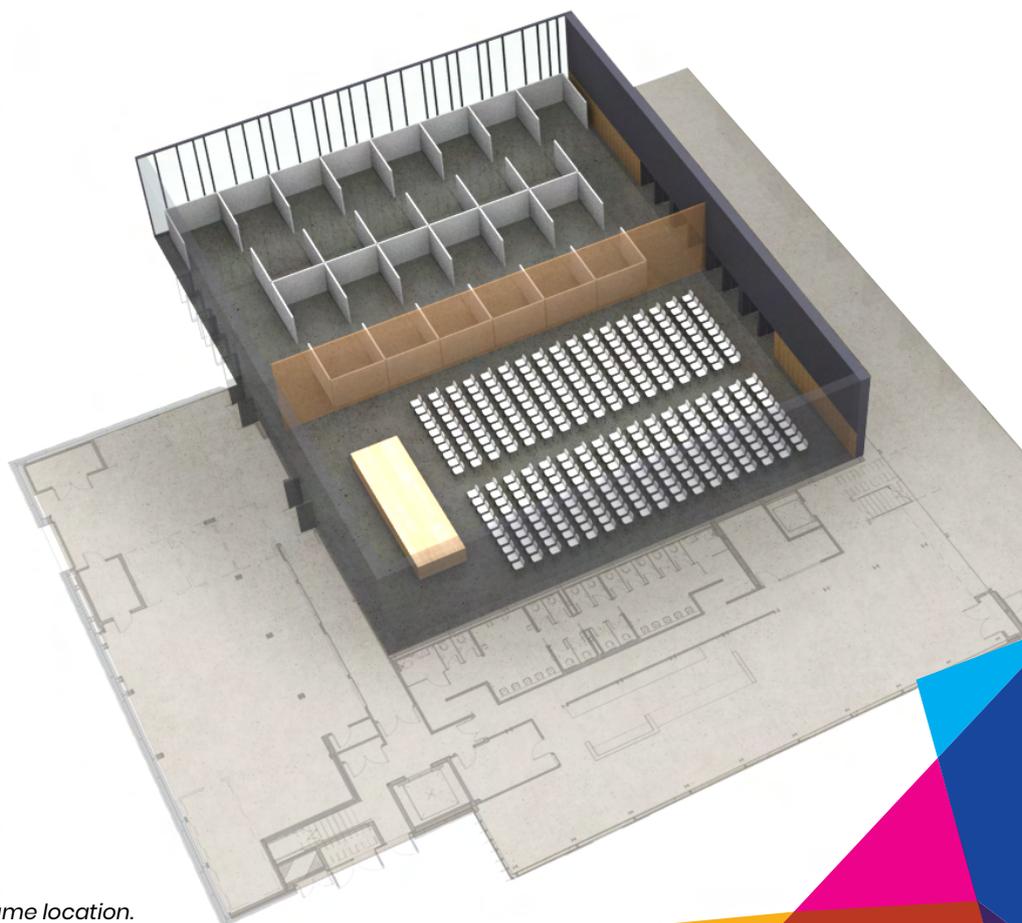


EVENT SPACE: 1 or 2 INDIVIDUALLY

EVENT SPACE 1			LENGTH: 25.2m
	385.5m ² SIZE	5.00m HEIGHT	WIDTH: 15.3m

EVENT SPACE 2			LENGTH: 25.2m
	415m ² SIZE	5.00m HEIGHT	WIDTH: 16.5m

		
400 STANDING	250 SEATED	400 SEATED
		
25 BOOTHs	250 SEATED	200 SEATED



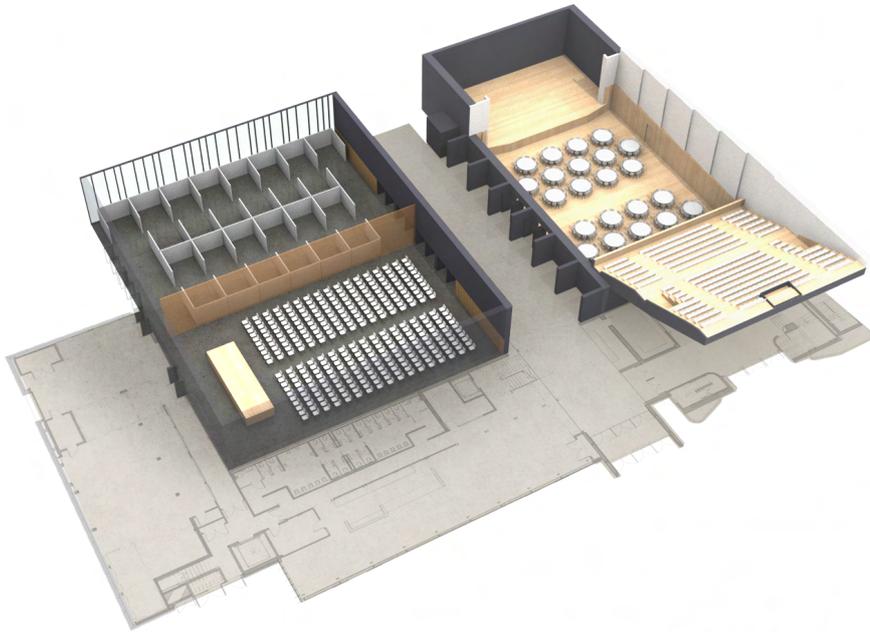
Maximum floor bearing weight:

Event Space - Live Load Allowance =
5.0kPa (500kg/m²) Uniformly distributed load
3.6kN (360kg) Concentrated load.

These loads are not intended to occur in the same location.

Venue Guide

TOWN HALL



380m²
SIZE



9.205m
HEIGHT

LENGTH:
22.3m

WIDTH:
16.3m



400
STANDING



200
SEATED



800
SEATED



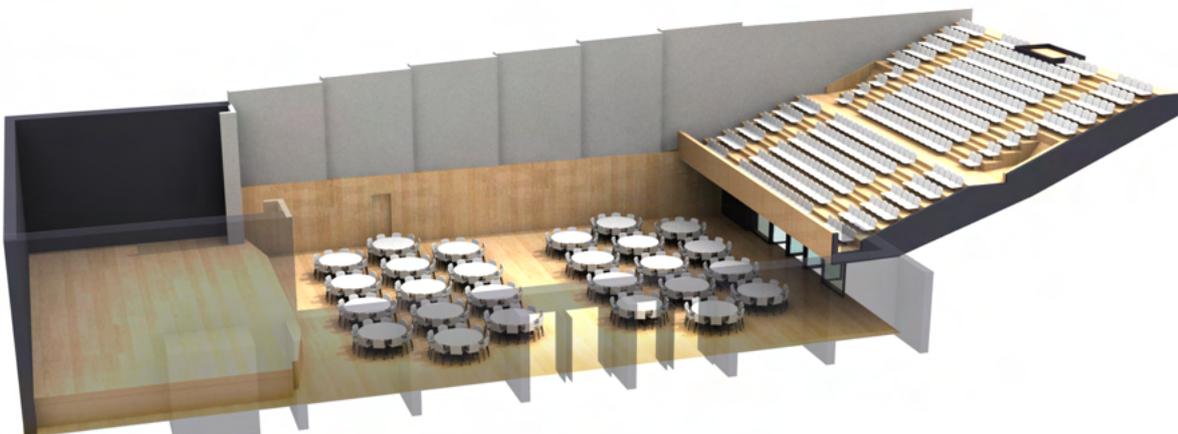
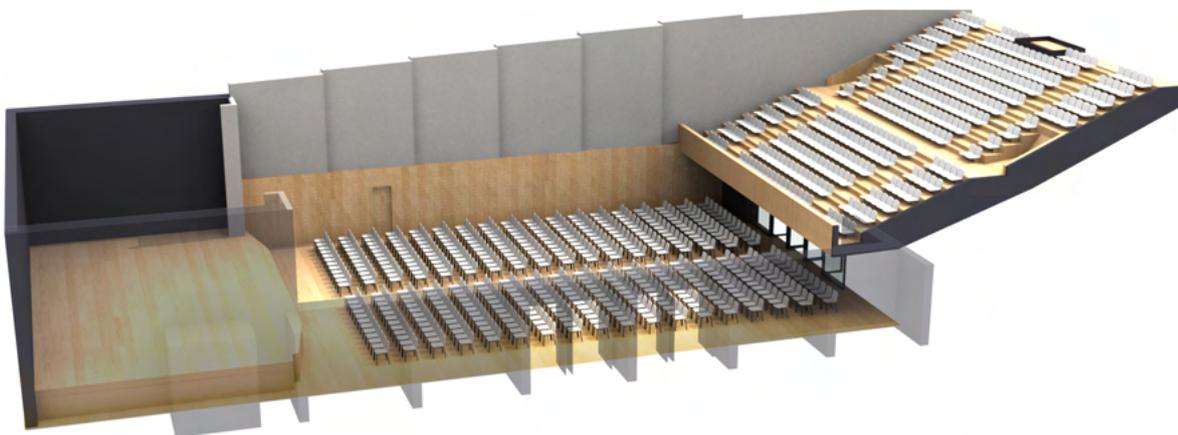
25
BOOTHs



250
SEATED



200
SEATED



MAIN STAGE:
13m long
7m wide

SKIRTING:
13m long
2m wide

UPPER DECK:
360 seats

LOWER DECK:
440 seats

Venue Guide

MEETING ROOMS

MEETING ROOMS: COMBINED

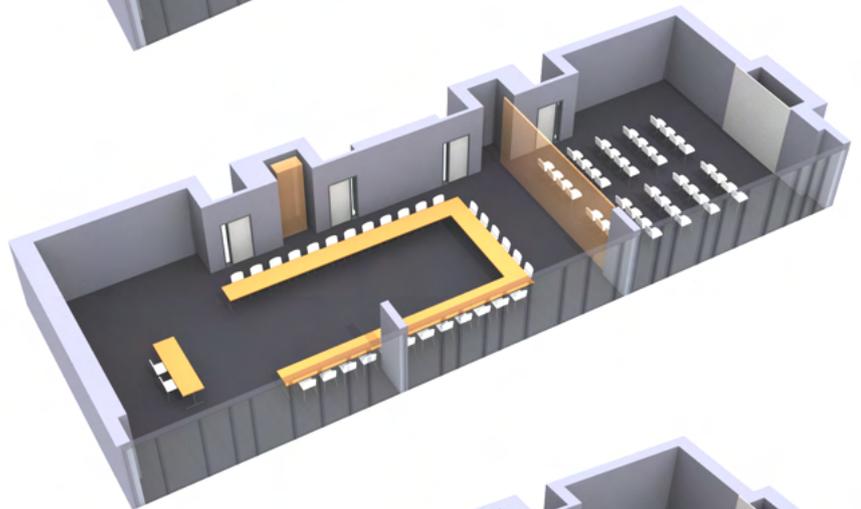
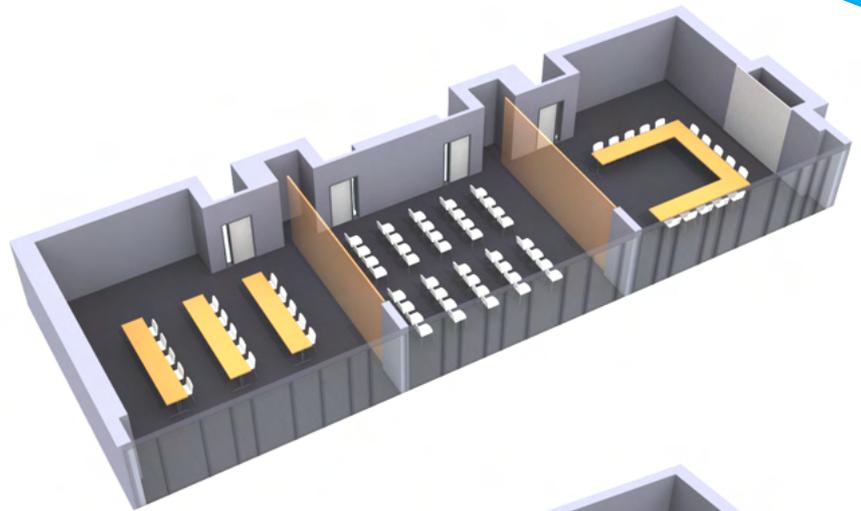
 
208m²
SIZE

LENGTH:
25m
WIDTH:
7.6m

3.2m
HEIGHT

   
100 **75** **60** **150**
STANDING SEATED SEATED SEATED

  
60 **120** **96**
SEATED SEATED SEATED

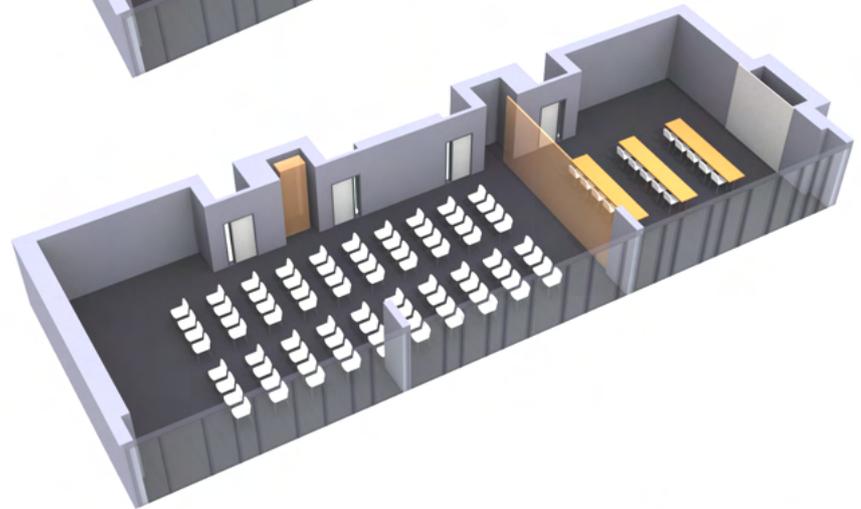


MEETING ROOMS: INDIVIDUALLY

MEETING ROOM 1
 
72m² **3.2m**
SIZE HEIGHT
LENGTH:
8.3m
WIDTH:
8.7m

MEETING ROOM 2
 
64m² **3.2m**
SIZE HEIGHT
LENGTH:
8.4m
WIDTH:
7.6m

MEETING ROOM 3
 
72m² **3.2m**
SIZE HEIGHT
LENGTH:
8.3m
WIDTH:
8.7m



Each individual meeting room will comfortably accommodate the following capacities:

      
40 **25** **20** **50** **20** **40** **32**
STANDING SEATED SEATED SEATED SEATED SEATED SEATED

Event Ideas

- **Conference + Meetings**

Host meetings and conferences ranging from 6 to 600.

- **Exhibitions or Tradeshows**

The venue has three unique spaces to suit your needs.

- **Concerts**

Thinking of a concert, recital, a public address or a theatre performance? We have the venue for you. The Town Hall has been refurbished for performances and can accommodate an audience of 800.

- **Gala Dinners**

With everything from private dinners to awards nights, cocktail receptions, and Christmas parties; we will always be there to make it a memorable one for you. We can host up to 550 guests in a banquet style setting.

- **Weddings**

Our team's expertise will bring the wedding of your dreams to life starting from the perfect hen's night, to an unforgettable reception. We can work with you or your wedding planner to organise everything.

Event Services

- **Equipment + Technology**

State of art lighting, audio-visual, staging, production aids and specialist advice all under the one roof. Our team of experienced and trained technicians would work with you and your team to make your event seamless.

- **Catering**

We understand the importance of good catering, our team of experienced Chefs will be able to meet all your expectations. Complimented with a state of the art in-house kitchen, our banqueting stands out.

Our chefs take pride in using local fresh produce sourced through our local suppliers. Special diets are also catered for.





Getting Here

The Lower Hutt Event Centre is in a convenient location that is well connected by public transport and motorways.

- **Road**

The Lower Hutt Events Centre has easy access to State Highway 2 connecting the Wellington Airport and Wellington CBD. The Airport is approximately 30–45 mins drive and Wellington CBD is 20 mins drive from the Events Centre.

- **Bus**

Bus services available from Wellington Airport or CBD to Lower Hutt. Please check metlink.org.nz for more information.

- **Train**

The nearest train station is 5 mins drive from the Events Centre and operates regular train services to and from Wellington City.

- **Taxi**

Alternatively, there are taxi ranks close to the Events Centre or we can book a taxi for you, if required. There is Uber service available in Lower Hutt.

EVENTS
CENTRE



LOWE
HUTT
EVENTS
CENTRE



YOUR
MEETING
PLACE

PROUDLY HUT



LOWER
HUTT
EVENTS
CENTRE

0800 MY LHEC
+64 4 568 8120
sales@lhec.co.nz



YOUR
EXHIBITION
PLACE

PROUDLY HUT/CITY

YOUR
CONCERT
PLACE

TOWN
HALL

PROUDLY HUT/CITY

Our accommodation partners



One destination, endless possibilities

For any enquiries,
please contact us at
sales@lhec.co.nz or
phone us on 04 568 1923