



the studio

BY MANNA

Welcome to The Studio! We're thrilled you're interested in hosting your event in our space.

In this guide, you'll find more information about how our Studio works. Please read through everything carefully to ensure you are well prepared to use the space. If you have any questions after reading this information, don't hesitate to get in contact with us at mannamclarevale@gmail.com.

Manna
McLAREN VALE

Find us at mannamv.com | Follow us at [@manna.mv](https://www.instagram.com/manna.mv)



Located right in the heart of McLaren Vale Main Street, The Studio is a go-to venue for events and functions south of Adelaide.

Whether it be a birthday party, baby shower, small conference, workshop, community group or bridal shower, The Studio is the perfect blank canvas for any event* to come to life.

The Studio is located on-site to our cafe in a fully separate building. When you hire it, you get the whole space for you and up to 75 guests to enjoy. There is also a separate bathroom just outside of the Studio for you and your guests to access during your event.

Please Note: The Studio is unlicensed, so alcohol is NOT permitted.

Here's what you get:

- TV with Apple TV for mirroring.
- Split system air conditioner.
- Large 6-seater dining table
- Approx. 2x, 90cm x 90cm tables
- 1x large tall marble-top table (please note this is not able to be removed from the space)
- Several large Persian-style rugs
- Approx. 20 chairs
- Couch area with arm chairs
- 4x foldable trestle tables
- 1x bluetooth speaker

Some furniture and decoration items are subject to change. If you require a specific number of tables or chairs for your event, please let us know so we can confirm what specific quantities are available.

**Please note: we do not offer weddings in The Studio.*



Pricing

All-Day Weekend Hire

- All-day access on Sat or Sun, from 7am-4pm.
- BYO food and drinks (more details on following pages).
- Full access to Studio including private bathroom.
- Full use of Studio decoration, tables, chairs rugs etc
- Max capacity 75 people.

Ideal for baby showers, birthdays, engagement parties, bridal showers and other functions.

\$250

Custom Event Hire

- For one-off or recurring events during the week.
- Custom pricing available, with some discounts available for community events.
- Access available from 7am-4pm during the week.
- Some catering potentially available via the cafe (pending event size).

Ideal for playgroups, workshops and classes, small conferences, networking groups and other events.

\$TBA

How to Book

For All-Day Hire, you can book via our Booking Calendar at mannamv.com/functions. Simply select your event type, see calendar availability, and book your event. We'll then confirm your booking via email, and process your payment.

For Custom Events, get in touch with us via the form at mannamv.com/functions.

Please note: full payment is required in order to confirm your booking.

Cancellation Policy

All-Day Weekend Hire: Cancellations more than 7 days out will receive a full refund. Within 7-days, no refund will be given.

For recurring bookings, this same policy applies before the first date booked. Once your recurring bookings have commenced, no refunds are available.



Coffee Cart Hire

Add a little extra caffeinated fun to your next event with our Manna Coffee Cart hire, available exclusively for events in The Studio.

Includes:

- Unlimited 2 or 3 hour drinks package, including hot and iced coffee beverages and teas.
- Includes alternative milks, extra shots, and decaf - we're serving your coffee however your guests like them best!
- A uniformed, dedicated barista to make and serve coffees at your event.

Pricing (cart hire & unlimited coffee)

\$350 - 2hrs

\$450 - 3hrs

Soft Play Hire

Take your event to the next level of fun with our in-house soft play hire! The beautiful neutral equipment is designed to complement any event theme perfectly.

Includes:

- Beige & white eco-leather step, climb & slide
- Beige & white eco-leather ball pit and balls
- 2x animal hoppers
- Wooden climbing frame
- Cream play tent
- 3 x 3.6m beige foam floor tiles

Pricing:

\$200

Add Coffee Cart or Soft Play Hire
via the Booking System.





BYO Drinks

Manna Studio is NOT a licensed venue, therefore alcohol is not permitted. You're very welcome to BYO non-alcoholic drinks for weekend events. The Studio does not have a fridge or drink cooling facilities, so be sure to BYO eskys, drink dispensers and/or ice tubs for your beverages.

Mid-week events (pending size) are able to order drinks from our cafe, and our staff will bring up the coffee's to you. During busy periods and weekends, this isn't possible, so we recommend booking our Coffee Cart for a dedicated team member and quick service. More info about the Coffee Cart is on the next page.

Food & Catering

We don't offer catering on weekends, so BYO food and catering is required for Weekend events. This includes plates, cutlery, cups, and water. There are no kitchen facilities in The Studio, so make sure your food arrives ready to serve. You are welcome to bring any food warming appliances and equipment required for your event.

You're also welcome to hire an external catering company to cater your event in The Studio. Please make sure they are aware of the requirements.

In some instances, we may be able to help with catering for mid-week events. Small events may be able to pre-order directly from our seasonal menu, or some reduced options. Just get in touch if you want to discuss this for your event!

Parking

Please encourage your guests to use the nearby street parking for your event as we like to reserve our small (and totally awkward) cafe carpark for our cafe customers.

If you're using the car park to load/unload your gear, please use one of the 90 degree parks available and be careful to not block access up the driveway to the back of the building, or park in front of the Studio.

Decorations

Please feel free to bring along any decorations you like, as long as there is no damage to the facilities. This includes, but is not limited to; signage, balloons, streamers, lights, soft play equipment, etc. ALL decorations must be removed from the room or disposed of accordingly by you after the event.



Cleaning & Damage

Please ensure the space is returned to it's reasonable original condition at the end of the event.

This includes:

- Rubbish removed from the space and put in the dumpsters around the side of the building
- All food waste and decorations removed
- Floor left reasonably clean (vacuum and broom are available)
- Tables left reasonably clean
- Furniture returned to the way it was when your event began

Please do your best to ensure no damage is done to the space. If anything is broken, please let our staff know so we can dispose of it properly. If significant damage is done, please note you may be liable to pay for repairs or replacements.

Contacting Our Team

If you have questions before your event, please feel free to reach out to us via email at mannamclarevale@gmail.com. We'll do our best to respond to your request in a timely matter.

During the event, please report to our front counter upon arrival to receive or share any need-to-know information from our team. The space is self-managed, meaning you won't have a specific staff member assigned to you during your event, however our friendly team are here to help however we can to make your event enjoyable!

Out of Hours Events

If you've pre-arranged your event to finish out-of-hours, please let our team know upon arrival and we'll talk you through locking up the space when you finish. You'll be given a private code to our lock box that you can use for the duration of your event.

Upon leaving, please ensure all lights are off (including the fairy lights), doors are closed, and the gates are pulled shut.



Let's Do This!

If you've got any questions left unanswered, don't hesitate to get in touch. We can't wait to host your event in our Studio.

BOOK NOW



Find us at mannamv.com | Follow us at [@manna.mv](https://www.instagram.com/manna.mv)