

# Botanic Garden - The Dell

## Marquee Information

### General

- The Dell is the only area in the Wellington Botanic Garden where marquees may be erected.
- The Dell is 1670 square metres in size.
- The stage area is approximately 150 square metres, 30m across & 5m deep.
- There is single and three phase power and water available.
- Public toilets are situated close by.

**Note:** Wellington City Council do not accept responsibility for the security of any marquee. This should be taken into consideration if wanting to leave a marquee up overnight.

### Power Cables below Dell lawn

- Marquees may only be erected by a company who specialise in marquees (hire company).
- It is essential that the people erecting your marquee are aware of the location of power cables (see plan).
- Please give a copy of the Dell plan to the company erecting the marquee.

### Availability

- Marquees cannot be erected in the Dell during winter (May - October) as the ground is too wet.
- During the Summer City festival (January & February), the Dell will not be available for hire.

### Fees

All bookings are to be made on the booking application form and require a \$50 non-refundable booking fee.

Marquee up to 50 sq m:	\$300	(approx 50 people seated or 100 standing)
Marquee up to 100 sq m:	\$500	(approx 100 people seated or 200 standing)
More than 100 sq m:	\$800	(over 100 people seated or over 200 standing)

For each additional day the marquee remains in the Dell, there will be a further charge of \$200.

These charges apply when the marquee is erected in the morning of the function and dismantled the morning after by 10am unless by prior arrangement.

All payments are made at the Treehouse. Opening hours are weekdays 9 - 4pm.

Cheques should be made payable to Wellington City Council. We accept Cheque, cash, major credit cards and eftpos.

Payments for bookings must go through the Treehouse. They cannot be received at other council locations.

Payments by cheque can be mailed to:      Treehouse Booking Office  
101 Glenmore Street  
Thorndon  
Wellington