

## About us

KiwiClass provides multicultural educational, employment and pastoral services to former refugees and migrants that value their cultural and linguistic identities, develop their English language expertise, help them secure work, and support them to expand their work and life options through ongoing learning.

Our venue is seen as an integral hub for hosting various ethnic community activities and language learning groups. We have several rooms available for hire by community groups. We are able to offer our spaces at very reasonable rates, to ensure that grassroots organisations in particular, are able to meet and thrive.

Our venue is the perfect space for community groups who need multiple rooms. With a warm and welcoming reception area stocked with tea and coffee, KiwiClass is the perfect location for inclusive gatherings.

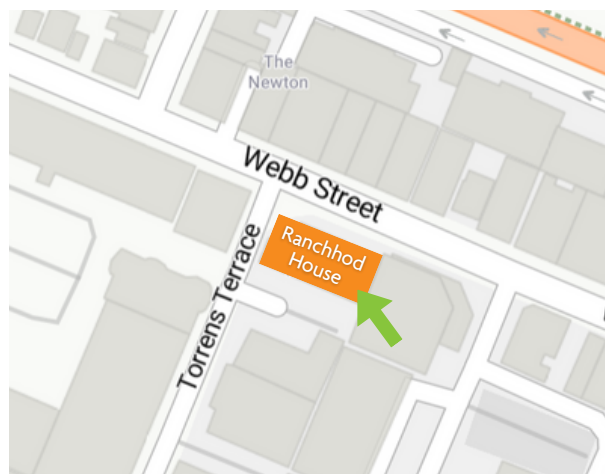
If you are looking for a space to run meetings, classes or other events, please get in touch to discuss your needs and how we can best support you.

**Your booking supports former refugee and migrant communities in Wellington.**

## KiwiClass Services

Our free services support former refugees and migrants whose first language is not English to:

- > Learn English
- > Prepare for work
- > Find a job
- > Develop social connections



## Contact us today!



04 384 3693



[office@kiwiclass.org.nz](mailto:office@kiwiclass.org.nz)



Level 1, Ranchhod House,  
39 Webb Street, Te Aro



PO Box 27-342

**KiwiClass**  
MULTICULTURAL SUPPORT SERVICES | HE AMO TAUNAKI



**Venue  
Hire**



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## Room information

| Rm | Capacity                                     | Notes                                                                          |
|----|----------------------------------------------|--------------------------------------------------------------------------------|
| 1  | Classroom:<br>16-18.<br>Auditorium:<br>24-30 | Large rectangular tables-<br>can be set out as U shape<br>or board-room style. |
| 2  | Classroom:<br>20-26.<br>Auditorium:<br>40-50 | Large rectangular tables-<br>can be set out as U shape<br>or board-room style. |
| 3  | Classroom:<br>13-15                          | Medium rectangular and<br>circular tables                                      |
| 5  | Meeting:<br>12-15                            | Medium rectangular tables                                                      |

## Standard Rates (GST incl.)

|       |                                                                                                             |
|-------|-------------------------------------------------------------------------------------------------------------|
| \$30  | Per room per hour - includes tea & coffee                                                                   |
| \$200 | Bond if you plan to bring in your own food -<br>refundable if the floors and kitchen area<br>are left clean |

## Not for Profit rates (GST incl.)

|      |                   |
|------|-------------------|
| \$15 | Per room per hour |
|------|-------------------|

## Hire rates for equipment

|      |                    |
|------|--------------------|
| \$10 | Projector per hire |
|------|--------------------|

## Room layouts



Room 1



Room 2



Room 3



Room 5

## Making a booking

Contact us using our details below if you would like to book, enquire, or make an appointment to visit our venue.

- > If you would like a regular booking or cannot afford these rates, please talk to KiwiClass
- > Keys need to be picked up during weekdays between 9am-4pm
- > You will be invoiced prior the event.

## Equipment

Ceiling-mounted data projector with speakers, wall-mounted standard white board and mobile flip whiteboard are available in all rooms except room 4.

## Parking

Parking is not available with room hire, unauthorised parking will be towed. Free 2 hours parking is available on Torrens Terrace and Hopper Street.

## Kitchen facilities

- > Water-boiler, microwave, stove, dishwasher.
- > Crockery and spoons for tea/coffee.
- > Sufficient cutlery and plates of various sizes and for small groups to eat a meal.

## Other information

You will be provided with an induction on how to open and close the building if necessary. Everything you need to clean up after your event is provided.

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