



# PRIVATE FUNCTION HIRE



# Let's Celebrate!

Whether you're planning a private birthday bash, a charming baby-naming afternoon, an anniversary, corporate gathering, or a group fundraiser, Oak Tree Hall at Dunamoy is your premier destination for private events.

*“Life is one big party... plan to enjoy every minute of it.”*

Enjoy a truly **private space** which is perfect for both intimate and grander affairs.



From cozy small get-togethers of around 50 people to grand entertainment parties up to 180, Oak Tree Hall offers a versatile and private rural setting for your guests to mingle and revel in the festivities.

## Sip and Savor in Style

Our licensed premises boast a curated selection of wines, beers, spirits and soft drinks all served in the Main Hall which features a raised stage area, ideal for your chosen entertainment.

(Please note no drinks can be brought onsite).





The outdoor terrace extends the celebration outdoors, offering space for alfresco gatherings and breathtaking westerly views of the Co. Antrim hills, adorned by stunning sunsets. Marquee shown available to hire.

## 4 Star Accommodation for Your Guests

After the merriment, retreat to our award-winning four-star cottages, designed for comfort and luxury. Each cottage features a fully equipped kitchen, cozy living areas, and two bedrooms, ensuring a restful stay for up to 20 guests. As our valued guests, you'll also enjoy complimentary use of our Elemis Spa and thermal facilities, adding a touch of relaxation to your joyous occasion.



# Let's get your private party booked.

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## Private Venue Hire of Oak Tree Hall and outside terraces.

Includes the use of:

- Round banqueting tables with white table linen and centres
- Chair covers
- Cake stand, table and knife if required
- Fairy light curtain backdrop
- Fully licensed staffed bar (Note: Challenge 21 in place)
- PA system, stage, projector (for use via HDMI with your own laptop/media)

Room Hire Cost: Half day / Evening (6 Hours) £400 Full day (12 Hours) £800

Additional hours available from £60 per hour.

## Non-Serviced Hire Room Only

Perfect for indoor markets, product launches & art exhibitions.

Room Hire Cost: Full day £250.00 Half Day hire £150.00

Add: Folding Tables x£5 (Covered £10)

Add: Chair x£1 (Covered £2)

### Additional Options

- Push Pot Tea and Coffee £3pp
- Complimentary bubbles on arrival, served in champagne flutes £4.50 pp
- Complimentary beer bottle on arrival £4.50pp
- Sweet cart table supply only £80, cart with sweets (for up to 50 guests £120 / up to 100 guests £160).
- Slush machine - Complimentary self-service double barrel slush machine with choice of 2 flavours, up to 50 servings £80 (add 5l top ups extra £35).
- Pre-ordered cocktail tasting tray x 5 cocktails £45.00
- Balloon arch from £80
- Outdoor marquee (hire & set up) overing outdoor Terrace area with seating £450
- Kitchen (bare) usage for catering £120
- Pitch for external catering units £60 (includes power etc.)
- Overnight cottage stays ... from £160 per cottage per night

#### Additional Food Options

- Tea, Coffee and shortbread £4pp
  - Tea, coffee, scones with Cogry house preserve £5pp
  - Assorted sandwich selection, Tea and coffee £7pp
  - Afternoon Tea Service £25pp
  - Hot n Cold finger Buffet and party platters from.. £13pp (wraps, Goujons and dips, chicken wings, cocktail sausages, sandwiches, salad bowls etc).
  - BBQ burgers, hotdogs and side salads from .. £13pp
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#### To book your private hall:

- Complete our **online booking form**.
- Bookings can be paid in full or 50% deposit to secure your date, (non-refundable within 12 weeks).
- Full balance paid 7 days prior to date.
- In-person payments at reception, card payments or bank transfers are accepted.
- Call 028 9334 9676 to check your date and confirm your booking.





## Private Room Hire Booking Terms & Conditions

1. Event room hire and cottage accommodation units are sold on a strictly "first come first served basis. Bookings cannot be held without a deposit and receipt of confirmation email.

2. Clients engaging any third party to operate at Dunamoy (such as entertainment, décor, lighting, bands, DJs, dance floors, inflatables, catering etc.) must ensure they have current and adequate public liability insurance and regulatory certifications in place. Copies of insurance and any regulatory requirements to be emailed in advance to [info@dunamoy.com](mailto:info@dunamoy.com) by third parties.

3. As Oak Tree Hall and terraced areas are licensed premises.

**Guests are not permitted to bring alcohol which has not been purchased on site**, or any other beverages onto these areas. If found to do so, the guests responsible will be asked to leave the premises.

4. Any decoration of the accommodation or Oak Tree Hall must be agreed with the management and meet all fire and safety standards. Sellotape and glue dots must NOT be used on paintwork & glass windows. If damage occurs as a result of usage, a re-paint cost of the area will be charged to the lead bookers card.

5. The lead booking guest is responsible for all guests invited, and financially responsible for any damage that they may cause. All areas are covered by CCTV. We reserve the right to charge customers the cost of rectifying any damage, caused by the deliberate, negligent, or reckless acts by visiting guest to our property or structure. Please do notify our team of any damage so it can be resolved before checkout. Should this damage come to light after the guest has departed, we reserve the right to make full charge to customers credit/debit card.

6. Children are very welcome; however, they must be supervised at all times. Dunamoy is home to a range of animals and enclosures. Please do not feed or chase the wildlife as this could cause distress or injury to the animals.

7. Note, for safety reasons, there is no authorised access beyond the viewing fence to the enclosed duck pond at the bottom of the facing field.

8. The surrounding fields graze cattle and other animals, most of them have teeth which can bite and hooves which can kick. Always keep a safe distance, do not climb fences and be aware. Dunamoy cannot be held responsible for any injury due to non-compliance while any associated vet costs for distressed or injured animals and birds due to actions of visitors/guests will be passed onto the main booking client. Never open any of the farm gates as this could lead to loose animals.

9. Dogs are very welcome at Dunamoy. As per our pets policy, please ensure they are on a lead and under control when outdoors due to resident free roaming animals. (See above point on non-compliance and costs). For hygiene reasons please keep all animals out of all bedrooms in the cottages, instead staying on the hard floor surfaces. Animals may not sit on the furniture. All waste to be deposited in brown bins.

10. There is a free children's play area which is not supervised. Please satisfy yourself by conducting a pre-check of the areas and equipment are safe before allowing your children access and monitor your own children as you would in any public park. For safety reasons, do not allow access beyond the fenced area into fields due to above animal and pond factors. This closes at 9pm.

11. As per legislation, all internal areas of Dunamoy are smoke free. Please do not smoke in the cottages as it will immediately incur a charge of an extra night's accommodation along with any further professional cleaning charges.

12. Fireworks and Chinese Lanterns are not permitted at Dunamoy due to animal welfare and respect for our neighbouring farmers and houses.

Prices stated in this brochure may be subject to inflation and increases.