

THE  
**BRIDGEWAY**



## Private Screening Information





We invite you to join us at the beautiful Bridgeway Cinema and enjoy a high-quality cinematic experience while hosting your event. Only 10 minutes from the Auckland City Centre. Our award-winning cinema has played host to hundreds of film premiers, private screenings, and fundraising events.

## MAKE A DATE

Work with our functions co-ordinator to find a date that suits you and your event. We usually have plenty of dates available; however, please note that our cinemas are not available for hire on Fridays and Saturdays.

## FILMS

We can screen most films that have previously or are currently showing at our cinema. In some cases, we may be able to organise advanced screenings or films we are not screening, this is something you can arrange with our functions co-ordinator and may come at some extra cost.

Please feel free to request a list of upcoming releases, we will have an idea of what will be screening 1-2 months in advance. Censorship Ratings and film lengths are usually available to us closer to the release date of films.

## OUR CINEMAS

Each cinema has a required minimum that must be met. We have four cinemas in our complex to choose from with a range of different capacities to suit your event.

Cinema	Seats	Minimum
1	153	100
2	41	41
3	123	80
4*	18	18

*\*Limited viewing options, this cinema can only play films in a specific format*

## PRICES

We require a minimum spend of \$15.00 per admit. We charge tickets at the discounted rate of \$10.00, so the extra \$5.00 can be made up through adding concessions to your event from the list below. Please note that if you do not meet the minimum spend requirement you will still be charged this price.

BEVERAGE	PRICE
HOUSE WINE: GLASS	\$6.50
BEER	\$6.50
NON-ALCOHOLIC	\$5.00

FOOD ITEM	PRICE
ICECREAM	\$5.00
POPCORN	\$5.00

*If the wine option is chosen, we will set a bar up in the foyer providing wine glasses, trestle tables, tablecloths, water and complimentary juice.*

## DEPOSIT & PAYMENT PROCESS

Once we have confirmed the details for your booking, we then require a deposit to confirm. This payment will consist of half the minimum admit requirement for your selected cinema for tickets only (\$10 x min admits). The deposit must be paid within 7 days of the invoice being sent to you by the events coordinator. If we have not received the deposit after this deadline, we reserve the right to cancel your booking. The remainder of the tickets and concessions can then either be paid for on the day when a final headcount is done or be sent via invoice the day after the event.

## BOOKING CHANGES

If for any reason you need to make alterations to your booking, e.g. cinema size, date or time. This must be discussed with the events coordinator at least 10 days before your screening. Once this date has past, no changes can be made due to our scheduling system.

## CANCELLATION POLICY

Cancellations can be made up until 10 days before your screening date. Past this point, if a cancellation is made the deposit will become non-refundable.

## CONTACT:

We look forward to planning your event with you! To make a booking or ask any questions please email our events coordinator, **Kayleigh**.

Email: [events@bridgeway.co.nz](mailto:events@bridgeway.co.nz)

Phone: 09 928 3521

