

# Special Event / Corporate Function Information

Forum 6 Cinema is the perfect venue for company nights, press and product launches, small or large conferences, special events and private parties. Entertain in style with a private Screening of the latest blockbuster, or simply bring a group along for great discounts.

Consider these event ideas:

- Staff Meetings/ Staff training followed by the viewing of the featured film.
- End of year workplace Christmas parties, with film followed or beginning with drink & nibbles in the 'Function Space'
- School groups (with films as reward or syllabus required learning\* subject to availability of film)
- Marketing/Product Launch, with introductory talks or short films before feature.

*Films subject to availability. Please visit the 'Coming Soon' section of our website for confirmed films and release dates or download our 'Line Up' for our tentative release schedule.*

## TECHNICAL SPECIFICATIONS

Ballantyne Pro-35mm Projectors

Ultra-Stereo sound processors JSX-1000A

Kodak Digital Cinema Projector, Mitsubishi WD200 DPL Projector



At Forum 6 we want to ensure that all our patrons enjoy a truly satisfying cinema experience. **Disabled parking is available.** All cinemas at Wagga Wagga Forum 6 are **wheelchair accessible by both ramp and lift.**

The back row of each cinema is ideal for those in wheelchairs with specific seats dedicated for this purpose. All Cinemas fitted with '**Hearing Loops**' for the hearing impaired. Customers are advised to switch their hearing aid device to the 'T' position and sit central in the back 3 or 4 rows.



## CINEMA CAPACITIES

Cinema 1—130 seats  
Cinema 2—130 seats  
Cinema 3—170 seats  
Cinema 4—300 seats  
Cinema 5—300 seats  
Cinema 6—170 seats

## OUR TIPS FOR A SUCCESSFUL FUNCTION

**1.** Good communication is the key to a successful event. Nominate a Function Co-ordinator from your party that will attend on the day.

**2.** Ensure all of your guests are fully informed about the arrangements (including exact times of any Pre-show/post show 'drinks & nibbles', and exact time that the film will start)

**3.** All organisation considered, we are very grateful for a "reminder call" 3 days prior to event to ensure we have made all the necessary considerations regarding stock, staffing & preparation for your event.

## DESIGNING TICKETS

Necessary info: Date, Film name & rating, and exact session time. To keep your guests informed you should also include as much information as possible regarding any drink/snacks/candy bar combo's on the ticket itself. Tickets to be collected by a member of staff at the Ushers station.

EXAMPLE TICKET



We look forward to helping to make your special event a great success.