

Private screenings can be held as part of a corporate evening for staff or clients, an enjoyable addition to a meeting or presentation, a popular way to fundraise or simply a great staff, social or group event. Our venue offers comfortable auditoriums with stadium seating, cinema quality sound, large screens and a diverse selection of films. Our fully licensed bar offers a selection of local wines, beers & catering options, along with experienced function staff and a variety of extras to make your event perfect.

PROCESS

1. Select a film.
2. Select a cinema.
3. Select a date & time.

SELECTING A FILM – WHAT IS AVAILABLE?

- All standard films due to play at the cinema – all during their season (i.e. from the release date onwards) and some pre-season (i.e. before release).
- Some films that are releasing in NZ, but not releasing our cinema (additional fees may apply).
- Some older or previously released films (additional fees may apply). *Please note: Older films must be sourced from the distributor & generally cannot be screened from a personal copy of the film on DVD.*

We can provide a release schedule & information about the films is available on www.rialto.co.nz. Film availability & bookings are subject to approval by the film distributor. Release dates are subject to change without notice.

SELECTING A CINEMA – HOW MANY PEOPLE?

We have 7 cinemas, in a range of sizes. Each has stadium seating & large comfortable seats.

GROUP SIZE	CINEMA SEATS
Large	192
Medium	107
Small	76 / 75 / 68 / 63 / 60

SELECTING A DATE & TIME – WHAT'S AVAILABLE?

DAYS	TIMES
Mon – Fri: Daytime	Starting after 9:30am, out by 6pm
Mon: Evening	Approx. 5:30 or 7:30pm
Tues, Wed, Thu: Evening	Approx. 5:30 – 6:15pm or 7:30 – 8:15pm
Sun: Evening*	Approx. 7:30pm
<i>Please note: Exact screening times may be dependent on film duration, other bookings etc.</i>	
<i>*Not available on Sundays that precede a Public Holiday.</i>	

PRICING – HOW MUCH DOES IT COST?

WHAT	IN-SEASON PRICE*	PRE-SEASON*
Movie Only	\$12	\$14
<i>Please note: Alternative content, film festival films and 3D films may have special pricing. Regular tickets are \$19.</i>		
<i>*Pricing is per seat in the cinema.</i>		

AND WITH A MOVIE TREAT?

WHAT	PRICE (per person)
Small soft drink	\$3.50
Small popcorn*	\$4
Choctop icecream	\$5
All 3 above	\$11
A glass of wine or beer	From \$9.50
<i>*We also offer Medium Popcorn \$4.50, Large Popcorn \$5.50.</i>	

ALL PRICES INCLUDE GST. Pricing may be subject to change without notice.

EVENTS - PRIVATE SCREENING GUIDE

GENERAL INFORMATION

Ticketing:

- You will need to provide each of your guests with a ticket for your screening. We suggest including at least the session time and the cinema number.
- If you are selling tickets, these can be sold at any price of your choosing however you must advise us at time of booking, that you intend to sell tickets as some films / distributors will not allow the use of their films for fundraising purposes.
- In some cases, we may be able to sell tickets on your behalf. Details & costs available on request.

Functions, Food & Beverages:

- All food & beverage must be purchased from the cinema, unless prior arrangement has been made.
- We have a fully licensed bar with a selection of wines, beers & non-alcoholic beverages and a range of catering options available. See our separate Function Information Guide.
- There are several ways you can offer food & beverages as part of your private screening & these options are covered in detail in our Function Information Guide, however please note: If you are selling tickets to your screening & wish to include a BYO alcoholic beverage as part of the package, you must legally hold your own Licence to Sell Alcohol. The cinema's Licence only covers the inclusion of alcoholic beverages purchased from the cinema.

Timing & Staff:

- The pricing on this sheet includes access to the cinema 15 mins prior to the start time, and 5 mins after the end time of the film. Any extra time in the cinema, may incur additional fees.
- Prices include a staff member dedicated to assist with your event. Costs for additional staff available on request.

Extras:

- We can provide 1 x mic (free of charge) for an intro prior to your film start (up to 5 mins).
- A projectionist will be rostered on to ensure your film starts at the agreed time & to assist with any intros.
- We can offer the option to play a "Holding Slide" or short DCP (up to 5 mins) prior to the start of the film – this can be used for branding, an advertising message or a thank you etc. Details below:

OPTION	DETAILS	DURATION	COST
Holding Slide – BYO	You provide your own Holding Slide in a DCP format.	Any duration from 0 – 5 mins	\$50
Holding Slide	You provide your own image & we will convert to a DCP format. <i>Note: Images must be provided in high res (1998*1080 / 3996*2160 / 2048*858 / 4096*1716) and as a BMP, TIFF or JPEG image.</i>		\$100
Short Presentation – BYO	You provide your own presentation material in DCP format. <i>Note: Content must be your own. If you provide a film, it must be rated.</i>		\$100

- We can also offer a number of other technical options available including lecterns, lighting and the ability to run full presentations prior to or following a screening. This information is covered in our separate Cinema Hire & Technical Information Guide.

Confirmation, payment & cancellation:

- Confirmation of your booking and all booking details is required no later than 2 weeks prior to the date of your event.
- An invoice will be emailed to you. Payment is required no later than 2 weeks prior to the date of your event. Payment can be made by credit card or direct debit.
- A cancellation fee of 100% applies if you wish to cancel or postpone your booking within 14 days of the date of your event.

For further information or bookings, please contact Rialto Cinemas Newmarket: RialtoCinemasEvents@evt.com or 523 2006.