



THE UNIVERSITY
of ADELAIDE

2025

Rumours Guide

Union House 605



Venue information

Union House is a unique venue for events, socialising and engaging in campus life at the University of Adelaide's North Terrace campus. The iconic building was constructed in the early-1970's and designed in a contemporary style, while incorporating heritage buildings within its footprint.

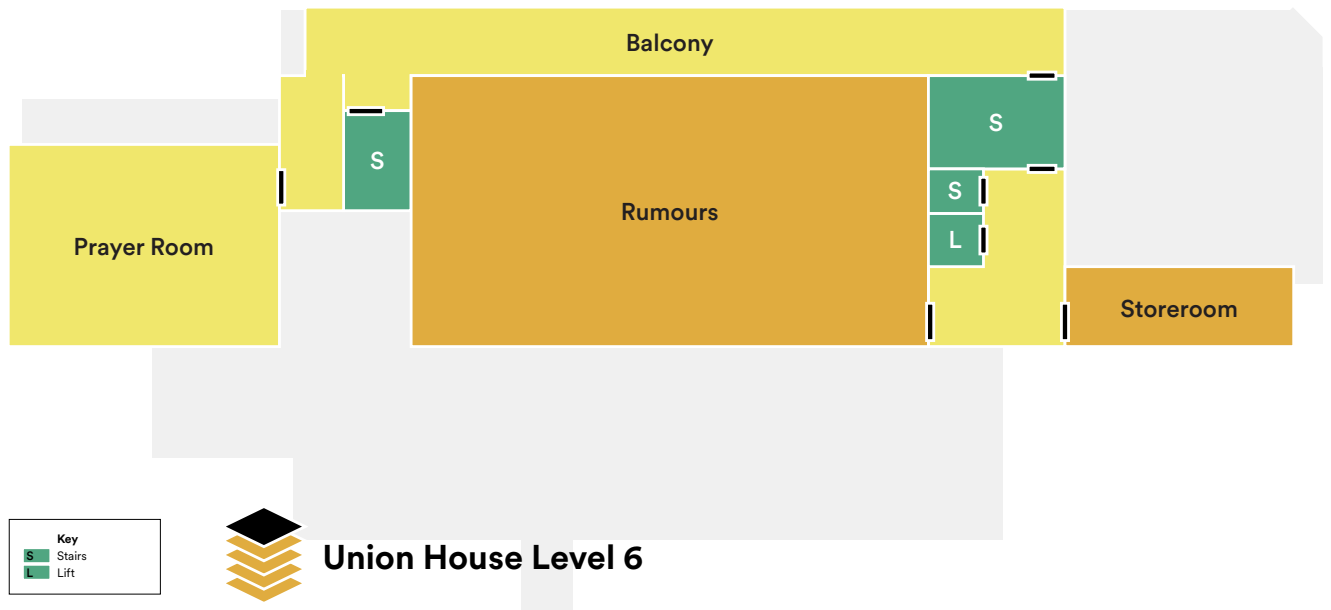
A multi-stage renovation of Union House began in 2018 and was completed in 2024, adding student spaces, amenities, gym and a restaurant overlooking the beautiful Cloisters Courtyard.

There is a new Dining room and four new function rooms on level 5, with technology and room configurations suitable for a variety of events, including board meetings, banquet dinners and cocktail functions. Rumours function room on level 6 has also been updated.

This guide is for Rumours.

Room access

Union House is open from 7am to 7pm, Monday to Friday. For out of hours access, contact Security upon arrival and remote access can be provided.



Catering and alcohol

The North Terrace campus has a variety of food and beverage outlets, many of which provide a catering service. Visit the [campus catering website](#) for information and contact details.

There is also the option to engage a third-party caterer. In these instances, all serving materials and glassware must be provided by the caterer. Ensure no hot items such as urns, are placed on tabletops without protection underneath as this can cause damage.

The old Rumours kitchen has been closed and there are no facilities available to heat or plate food, or to wash dishes.

There is no drinking water available on level 6.

A [short-term liquor license](#) and [Application to Serve Alcohol](#) are required for all events in Rumours where alcohol will be served or sold. All applications must be submitted at least 2 weeks before the scheduled event date by the event organiser, who is also responsible for the application fee.

BYO alcohol is not permitted at any event on campus.

For more information about alcohol on campus, including liquor licence requirements, refer to the [FAQs](#) and the [Alcohol Management and Use Policy](#).

The National Wine Centre are the operators of Taikunthi restaurant on level 5 and hold the level 5 liquor license. Should you choose to engage Taikunthi or The National Wine Centre to cater for your event, they will manage all aspects of the liquor licence process.

CONSUMER & BUSINESS SERVICES WEBSITE

www.cbs.sa.gov.au/sections/LGL

- Short Term liquor licence application
- Responsible Service of Alcohol
- Responsibilities of liquor licensees

Security

Security guards are required for all North Terrace events involving alcohol service to 30+ guests.

Please complete the Security Guard hire template on the [Application to Serve Alcohol](#) webform, except in instances where Taikunthi or The National Wine Centre are catering your event.

SECURITY (GENERAL) (08) 8313 5990

- After-hours room access
- Safety and security

SECURITY (EMERGENCY) (08) 8313 5990

- Call this number after calling 000

Bathrooms

There are no bathrooms on level 6 of Union House.

During business hours, the closest bathroom facilities are on level 5: male, female, accessible and all-gender. After-hours, event attendees should use the facilities on level 2 (ground floor) next to the UniBar: female, accessible and all-gender.

Cleaning and waste

A recycling station is provided at the western end of the room with small bins for landfill, recycling, paper/cardboard and organic waste. If you have an event with 30+ guests, please order additional 240L landfill, recycling and organics bins through Facilities Support.

Rumours is cleaned every weekday morning before 7am.

If you have an afternoon or evening booking following a morning event and think the room might require a spot clean, you must request a service for cleaning a minimum of 5 days in advance through Facilities Support.

It is your responsibility to wipe down tables and clean up spills following your event using the cleaning supplies provided in the Rumours store room.

If Rumours is left in a particularly poor condition after your event, you will be charged a fee for cleaners.

FACILITIES SUPPORT

(08) 8313 4008 or facilitiesupport@adelaide.edu.au

- Maintenance
- Cleaning
- Caretaking
- Waste management

Room set up

Rumours has chairs (with chair lifters) and flip-top tables on wheels suitable for a range of events. Half of the furniture is stored behind the large screen at the western end of the room, with the remainder located in the storeroom.

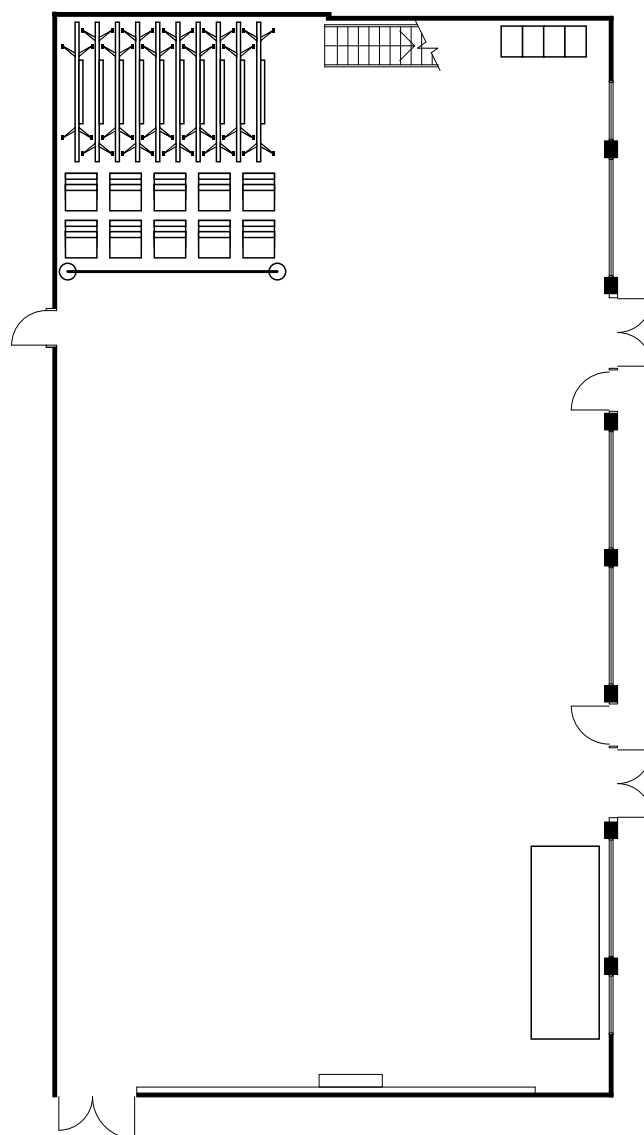
It is your responsibility to set the room up as required and to return the furniture to its original position post-event.

Facilities bookings will ensure that your booking request includes at least 2 hours pre-event (bump in) and post-event (bump out) so there is ample time to set and reset the room.

BOOKINGS AND EVENTS

(08) 8313 5151 or facilities.booking@adelaide.edu.au

- Room bookings
- Venue information
- General enquiries



Capacity: 200

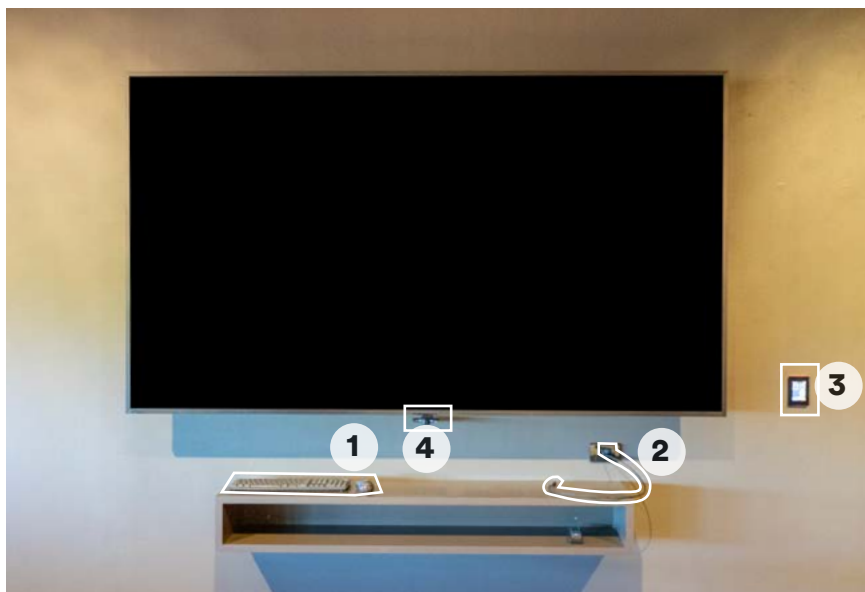
External hire

Any additional or bespoke furniture, staging, lighting or production required for your event must be hired externally, with delivery, installation and collection of items coordinated by you.

Delivery of items to Union House can occur any time between 7am and 7pm, Monday to Friday.

Access is via gate 13 on Kintore Avenue, to the Union House/ Darling loading zone. Personnel should follow the level 4 walkway through to the Union House lift and go up two floors to level 6.

AV facilities guide



Rumours includes a 100” 4k LCD screen, PC connectivity, 4K 90-degree camera and ceiling mounted speakers and mic for audio capture and playback.

- Wireless keyboard and mouse (no clicker)
- USB-C for bring your own device
- Select internal PC or USB-C source
- Control panel
- 4K 90-degree camera
- Power system on and off.
- Room lights

Note: the internal PC is behind the LCD screen.

Please turn everything off and return the room to its original state when you leave.



Tech support

During business hours the University's Information Technology and Digital Services (ITDS) are generally available via phone to assist with technical support. They will not attend the venue except in cases of broken equipment.

After hours, there is no tech support. However, a printed AV and lighting guide is provided in the room.

A lectern and two hand-held mics are available on request through Facilities Bookings.

If you need additional AV not provided in Rumours as standard, you are welcome to contact a third-party provider who will quote and charge for their services separately. The University's preferred AV contractor is Scene Change.

UOA ITDS DURING BUSINESS HOURS
(08) 8313 3000

SCENE CHANGE (NICK WATERMAN)
0415 734 910 or nwaterman@scenechange.com.au

Lighting guide



- East main on/off switch, long press to dim up or down
- West up-lights on/off switch, long press to dim up or down
- Middle main on/off switch, long press to dim up or down
- Middle up-lights on/off switch, long press to dim up or down
- Next page



- West main on/off switch, long press to dim up or down
- West up-lights on/off switch, long press to dim up or down
- PIR isolator switch, when switched on the sensors will not operate
- N/A
- Next/previous page

- PIR isolate needs to be turned on if you want the lighting to stay off during a presentation or similar situation.
- The lightbulb to the left-hand side of lighting group indicates function on/off.
- The bar below the lighting group indicates the dimming point. For example, if the bar is 50% full the lights are operating at 50% of their lux capacity. Each group can be dimmed independently to others.

Post-event check list

- Place all rubbish in the bins provided
- Wipe down tables using cleaning products supplied
- Return room to standard furniture configuration (pg 4)
- Remove USB
- Turn off AV and lights



Further enquiries

The University of Adelaide SA 5005 Australia

enquiries future.ask.adelaide.edu.au

phone +61 8 8313 7335

free-call 1800 407 527

web adelaide.edu.au

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[Month] [Year]. Job no. [xxxx]

Kurna acknowledgement

We acknowledge and pay our respects to the Kurna people, the original custodians of the Adelaide Plains and the land on which the University of Adelaide's campuses at North Terrace, Waite, and Roseworthy are built. We acknowledge the deep feelings of attachment and relationship of the Kurna people to country and we respect and value their past, present and ongoing connection to the land and cultural beliefs. The University continues to develop respectful and reciprocal relationships with all Indigenous peoples in Australia, and with other Indigenous peoples throughout the world.