



INITIAL STEP – BY-STEP GUIDE



A step-by-step guide
to make the most of your
booking.



Welcome, hirer!

Welcome to Oshun Yoga, An ideal workshop, photoshoot, healing and sound healing space or seminar room.



our schedule

The Yoga Studio is available for hire Monday - Sunday.

Monday - Friday \$60 p/h

Saturday and Sunday \$70 p/h

Daily hire rates are available upon request.

We also offer a **70/30 split**, if this option suits you better please contact us to see if there is space for that option at this time. Both options require a **\$50 deposit** that will be reimbursed after the event. In the event that the *studio isn't cleaned to standard*, the money will not be reimbursed. In the case that your *event doesn't go ahead*, the deposit will not be reimbursed.

Please keep that in mind when booking. Please note that **Oshun Yoga cannot advertise or reshare social media content unless you have opted for the 70/30 split option.**

Our **Healing Room** and **Oshun wellness collective space** is also available.

Monday - Friday

Available from 11 am - 5pm \$27 p/h or \$120 (day hire)

Saturday Sunday

Available from 12pm \$29 p/h Available from 11am - 4pm \$29 p/h or day hire (5 hours) \$130 or day hire (5 hours) \$130

Payment details:

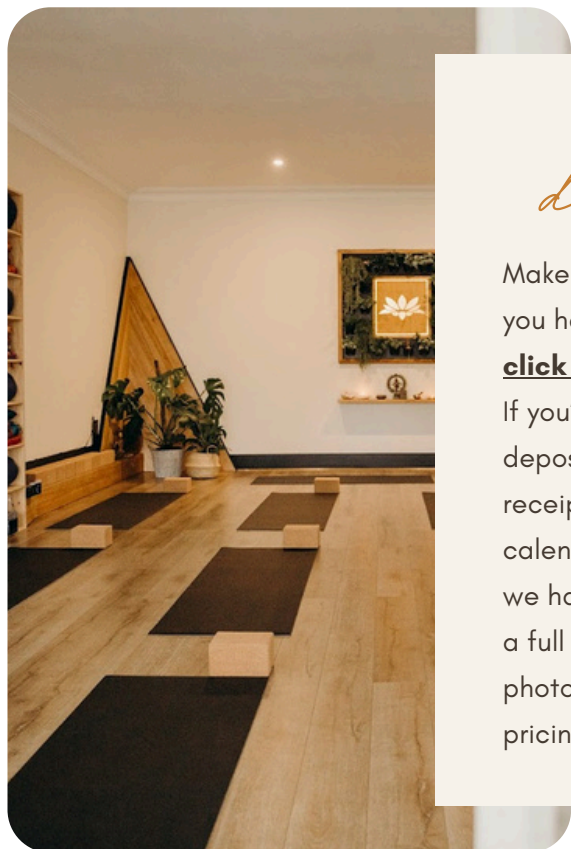
Oshun Yoga PTY LTD

BSB: 063-234

Account: 1107 8642



All hire fees are to be paid in full at least 7 days prior to the commencement of your hire period. In the event you have opted for the 70/30 split option, payment will be made 7 days after to allow for funds to settle.



done with the form?

Make sure you're done filling out the form from our website, if you haven't done so, you can

[click here to access it.](#)

If you're done filling it out, kindly settle the required \$50 deposit to secure your bookings and send us via email the receipt. Then, wait for our reply to check the availability on our calendar. Once everything is settled, if you have chosen and we have agreed on the 70/30 split option, then please provide a full description of the event along with any high-resolution photos you'd like featured on our website. Additionally, include pricing details and whether any member discounts apply.

In the event of an event cancellation, this deposit will be retained. However, should the event proceed as planned and the venue be left in its original condition, the deposit will be fully refunded afterward.

Payment can be made to:

Oshun Yoga

BSB: 063234

ACC: 11078642

Description: Hire deposit

Agreed with the 70/30 split option?

Kindly follow this format and send it to us:

Event's title:

Event's complete description:

Event's date of start and end:

Event's duration:

Pricing details:

Member discounts:

Also, kindly send along these information any of your chosen high-resolution photos you'd like to be featured on the website.





Invoice

Once you've completed the deposit payment and we've received and verified the receipt on our end, we'll send you an invoice via Xero. Please ensure timely payment to avoid any issues. Additionally, if your stay exceeds the agreed duration, extra hours will be charged accordingly.



“Once you've completed the initial steps, we can move forward with the next procedures. We'll provide you with all the necessary details on what to do upon your arrival at the studio.”



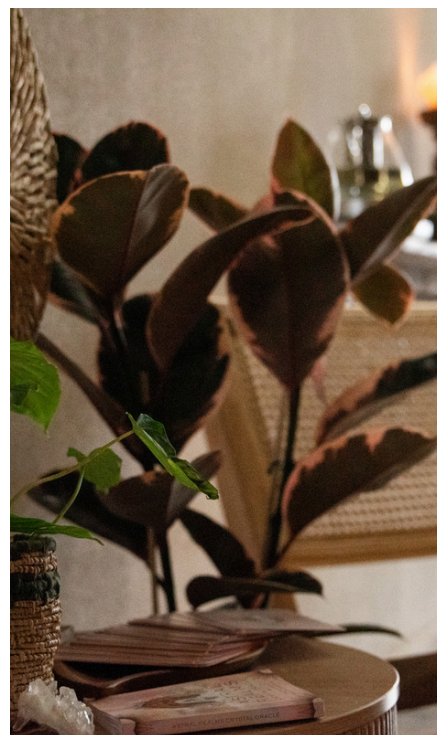


SETTING UP:

Candles for the altar can be found on the second shelf of the white cupboard in the back room, where possible please light 2 for the altar. All lights for the studio are located at the front on the meter box and are labelled. The lights for the backroom are located in the backroom, please make sure to turn on all 3 switches. The studio is a phone free and shoe free zone, phones and bags can be placed in the bag room out back and shoes in the shoe holders in reception. During your class or workshops please try to avoid feet facing the altar, especially in savasana (laying down positions). Please face feet towards the front door and heads towards the lotus, to honour the space.

MUSIC:

There is an amp with an aux plug – there is two adaptors you can use to plug your phone in. We suggest if you have an aux adapter to bring your own along also.



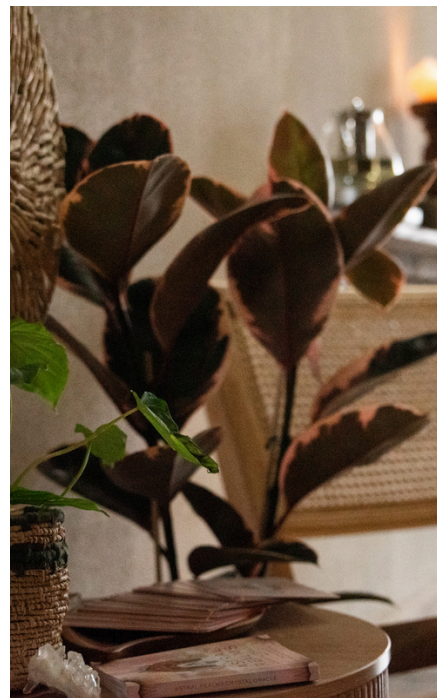


CLEANING:

The venue must always be kept neat and tidy and be left in a reasonable condition- as you found it. If you move mats please return them (sometimes taking a photo of them first helps to remember placement). Please make sure to vacuum mats and floor, and use the spray mop to clean mats that have been used. The venue must be locked and secured by the applicant at the completion of its use and all lights and equipment turned off. Any item brought into the venue for the hire must be removed entirely from the premises at the end of the booking, this includes all garbage.

INSURANCE:

The hirer must have Public Liability Insurance coverage for a minimum value of \$10,000,000, current at the time of the hire. The hirer agrees to provide cover to Oshun under their own Public Liability policy indemnifying Oshun as principal from all actions, costs, claims, charges, expenses and penalties etc. arising from the hirer's activities, but only to the extent the damage is caused by or attributable to the fault of the hirer or associated person(s).



Thank you for completing the initial steps of your booking process.

As the next step, please kindly send us the receipt of your payment once the transaction is complete.

Afterward, we kindly ask you to wait for our reply, in which we will provide you with another PDF that includes a detailed guide for setting up and closing the studio.

Thank you for your cooperation.

We look forward to ensuring a smooth and enjoyable experience in our space.



Thank you!

Oshun Yoga — the perfect space
for workshops, photoshoots,
healing practices, sound therapy,
and seminars. A serene
environment designed to inspire
and rejuvenate.



hello@oshunretreat.com.au

oshunyoga.com.au
