

MEMORIALS & CELEBRATIONS OF LIFE

A GUIDE TO HONOURING LIFE AT AKARANA



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We understand that organising a farewell can feel overwhelming. This guide has been created to gently support you through the options available at our venue, helping you honour your loved one in a way that feels meaningful and right for you. If you would like something bespoke that isn't covered in this guide, our team is happy to work with you to create a service tailored to your needs and wishes.



OUR VENUE

ABOUT OUR VENUE

Akarana is a welcoming community hub located at beautiful Okahu Bay, Ōrākei.

We are home to several local sports clubs and our on-site Akarana Eatery, making our venue a lively and connected part of the community. As a charitable trust, all funds generated are reinvested into supporting community initiatives, including our New Navigators programme.

Our spacious and flexible rooms, along with plenty of free parking, provide a comfortable setting for your service. While we do our best to make your farewell as private as possible, please note that Akarana remains an active community space, so complete exclusivity cannot always be guaranteed.

We are happy to accommodate services that include a casket, though logistics and timing may need to be flexible to work alongside other activities at the venue.

For services that include a casket, we facilitate a blessing of the room with Ngāti Whātua Ōrākei. Participation is entirely optional, and you may simply observe if you prefer.

Our team is here to guide and support you, helping you create a respectful and meaningful farewell in a space that reflects both your needs and the spirit of our community.



OUR SPACES

RAYC & RANGITOTO ROOMS COMBINED

Our light-filled, open combined rooms, created by sliding the trans-space wall into a cupboard to join the RAYC Lounge and Rangitoto Room, offer a beautiful setting with sea views.

Suitable for smaller services, this space can comfortably seat up to 100 guests theatre style and can accommodate up to 200 if needed. It features an in-room bar and can be reconfigured for post-service catering, giving you flexibility to suit your needs.

CAPACITY

RAYC Lounge	Theatre	60
	Cocktail	100
Rangitoto Room	Theatre	90
Combined Rooms	Theatre	150
	Cocktail	200

INCLUSIONS

Chairs	150
Bar Leaners & Stools	6
Lounge Suites	3
75" LED Screens	2
Handheld Microphone	2

LINKS

[ROOM CONFIGURATIONS](#)

[VENUE MAP](#)

[GALLERY](#)

[HOUSEKEEPING](#)



OUR SPACES

TE KAWAU ROOM

Our Te Kawau Room is a beautiful, elevated space filled with natural light and a balcony overlooking Rangitoto, creating a calm and peaceful setting for your service. It can comfortably seat up to 350 guests theatre-style, or be arranged for smaller services.

Following the service, the room can be reconfigured for food and beverage service. The room also features in-room bars and full audio-visual capabilities, providing flexibility to create a meaningful and personalised farewell.

CAPACITY	INCLUSIONS
Theatre	350
Cocktail	350
Theater/Cocktail <i>*no flip</i>	180
	Chairs 350
	Bar Leaners & Stools 10
	3x2m Stage 3
	Projector & Screen 1
	Lectern with microphone 1

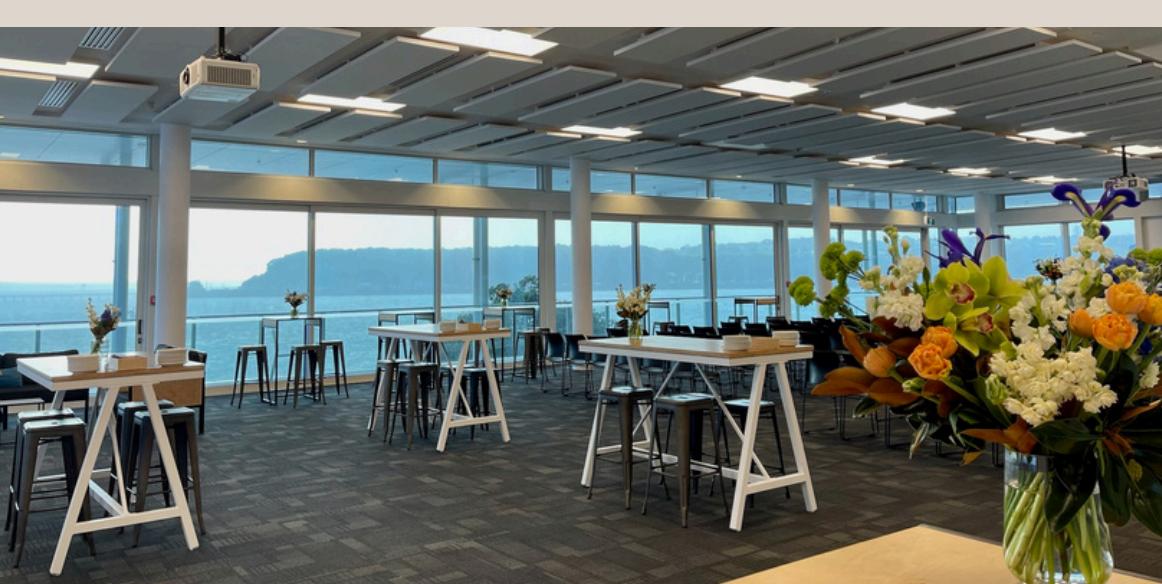
LINKS

[ROOM CONFIGURATIONS](#)

[VENUE MAP](#)

[GALLERY](#)

[HOUSEKEEPING](#)



CATERING

CHOOSING YOUR MENU

Catering is often one of the more challenging parts of planning a farewell, particularly when guest numbers are difficult to predict. Our on-site catering team offers a range of menus designed to suit different styles of services and gatherings.

To make this easier, we provide two simple catering packages to choose from, or you are welcome to select alternative options from our wider menus. Our team is happy to guide you through the choices and help you select an option that feels right for your service.

OPTION 1 \$24 PER PERSON + GST

Two savoury items
One sweet item
Tea & coffee

OPTION 2 \$37.5 PER PERSON + GST

One cold canape
Two hot canapes
Grazing table



LINKS

[MORNING & AFTERNOON TEA](#)

[CANAPES & WALK N FORK](#)

[PLATTERS & GRAZING STATION](#)

[CARVERY](#)

TEA & COFFEE \$6 PER PERSON + GST

Tea and coffee service can be provided for your guests either as a standalone option or on a smaller scale alongside other beverage service. If you choose to open the bar following the service, a full tea and coffee service may not be required. Our team can help you decide what will best suit your gathering and guest numbers.

BEVERAGES

POST CEREMONY SERVICE

Our rooms feature in-built bars, which can be opened following the ceremony if you wish. Bar service can be arranged on a tab, as a cash bar, or a combination of both. A minimum spend applies to cover staffing costs.

We offer a selection of wines, bottle and tap beers, spirits, and cocktails. Cocktail and spirits can be included or excluded, depending on your preference. Please note that security is required whenever beverage service is provided and is charged as an additional fee. Our team will guide you through the options and help tailor the bar service to suit your gathering.

BEVERAGE MENU



AV & SUPPORT

IN HOUSE & OUTSOURCED

Both rooms include built-in audio-visual equipment and an in-room sound system to support services, speeches, and music. We work closely with [Dream Productions](#), who specialise in funeral livestreaming and can also assist with additional services such as curated slideshows and music playback.

For background music, you are welcome to connect via Bluetooth, or we can provide a pre-selected background music playlist if preferred. Our team can help coordinate the technical details to ensure everything runs smoothly on the day.

PLANNING

PLANNING YOUR SERVICE AT AKARANA

When planning a service at Akarana, it can be helpful to start with an estimate of guest numbers, as this will guide the selection of the most suitable room and layout. You may also wish to consider whether a casket will be present, and if the room will need to be reconfigured following the ceremony.

Catering and beverage choices are often influenced by the time of day and the style of gathering you are planning. Our team can assist with recommendations to suit both your service and expected attendance.

In our experience, guests typically begin arriving around 45 minutes prior to the service. The ceremony itself usually runs for approximately 60 minutes, or up to 90 minutes if there are multiple speakers or extended tributes.

If a casket is included, some families choose to hold a formal send-off, after which the room can be reset for food and beverage service. Post-service gatherings commonly run for two hours or longer, providing time for guests to connect and reflect together. Our team will work with you to help shape a timeline that feels right for your farewell.



WORKING WITH FUNERAL DIRECTORS

We have strong relationships with local funeral directors, many of whom are familiar with our venue and the way we operate. While you are welcome to work with a funeral director, it is not a requirement. Families are also welcome to organise the service directly with us. Our team is happy to support you whichever way you choose to plan the farewell.

PRICING

ESTIMATED COSTS

Pricing for services at Akarana depends on your room selection, catering, and any additional services you choose. Linked menus include indicative prices unless a quote has already been provided. Room hire rates are outlined below for your reference.

Once we have an understanding of your needs from your initial enquiry, we will provide a tailored proposal that reflects your selected room, catering options, and any additional services. Our team is here to guide you through the options and ensure the proposal meets your requirements.

ROOM RATES

TE KAWAU ROOM		COMBINED ROOMS			RAYC LOUNGE	
4 hours	2600	4 hours	2060		4 hours	1600
5 hours	3200	5 hours	2525		5 hours	1950
6 hours	3800	6 hours	2990		6 hours	2300

WE'RE HERE TO HELP

We hope this guide has provided helpful information to support you in planning a meaningful farewell at Akarana. Our team is here to assist you every step of the way, offering guidance, flexibility, and care to help create a service that reflects the life and memory of your loved one.

Every farewell is unique, and we are happy to work with you to tailor the service to your needs, ensuring a respectful, comfortable, and heartfelt experience in our beautiful venue.

For additional information, please visit our [FAQs to help answer common questions](#).

CONTACT DETAILS

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