

Te Mahurehure Marae Information Booklet



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Table of Contents

1) Uses of Te Mahurehure Marae Conference Centre	3
2) Alcohol/Drugs.....	3
3) Booking Process.....	3
4) Catering.....	3
5) Children.....	3
6) Cleanliness	3
7) Equipment.....	4
8) Fees	4
8a) Hours of business.....	4
9) Health and Safety	5
10) Koha.....	5
10a) Terms of payment.....	5
11) Laundry Services	5
12) Powhiri.....	5
13) Smoking.....	6
14) Waste Management.....	6
15) Complaints Process.....	6
16) Marae Experience.....	7

1) Uses of Te Mahurehure Marae Conference Centre

The Marae Conference Centre can be used for many purposes.

- **Community Programmes**
- **Private Functions:** Weddings, Graduations, Reunions, Christenings
- **Conferences and Events:** National and International Conferences, community events, Shows and entertainment.

2) Alcohol/Drugs

No alcohol or drugs will be tolerated on the Marae grounds, failure to comply with this rule will result in loss of bond and will jeopardise any future use of the marae.

3) Booking Process

Enquiry of Date Required

Yes date available **No** date is not available

- 1) Complete Hireage Form
- 1) Try another date
- 2) Pay Booking Fee and receive receipt
- 3) Receive Confirmation of booking
- 4) Pre visit Induction Hui

4) Catering

The Marae has it's own caterers please check website for Menus and prices.

5) Children

While the marae endeavours to provide a safe environment for Tamariki it is the responsibility of your whole group to ensure the safety of your children while on the marae. Please ensure they are appropriately supervised while on the marae.

6) Cleanliness

During your stay you are responsible for maintaining the cleaning standards of the Marae. Please ensure you attend an induction hui before your booking date.

For all cleaning responsibilities - refer to Hirers Checklist

7) Equipment

The kitchen is equipped with Gas Ovens, Roast and steam ovens, Tables, Plates, utensils, roasting trays and cooking utensils, variety of sizes pots, bowls, containers, Toasters, Teapots, cake mixer, potato peeler, trolleys, serving dishes, bowls, salt and pepper shakers. All Marae equipment is marked; no kitchen equipment belonging to the marae is to leave the Marae premises. The large kitchen also features a large walk in chiller, vegetable area, cutlery and plate area and walk in pantry. The kitchen also has a commercial dishwasher.

8) Fees

Booking Fee

Your booking fee is a confirmation of Hireage: please note that tentative bookings will not be held longer than 6 weeks. This is a non-refundable Fee.

Bond

It is requested that you bring your bond with you on the day of your hire either in cash or cheque this will be held during your hire depending the outcome of post check which should be completed prior to departure or soon after please arrange the date and time with the Manager.

- The hirer is responsible for any breakages/loss of equipment, damage to chattels and buildings incurred during the time of hireage.
- The hirer is expected to leave the Marae complex the way they found it he bond will be refunded if all the conditions are met. If any conditions are not met the bond will be forfeited. If major loss or damage is caused and the bond does not cover the damage, the hirer will be invoiced for the excess amount.

Hireage Rates as of May 2014- Rates may vary without notice.

8a) Hours of business

Te Mahurehure Marae's hours are **8.00am to 11.00pm daily or 24 hours when staying overnight.**

9) Health and Safety

- a.* If you identify something that may be a Hazard please inform Marae Staff A.S.A.P
- b.* Basic First Aid kits are available in the kitchen, it is requested that you provide your own.
- c.* Please ensure when your group arrives they are made aware of where the evacuation points are.
- d.* Please familiarise yourself with where the emergency contact lists are located on the Marae.
- e.* Security alarms are also installed. Please see caretaker.
- f.* Please draw to the Manager any medical conditions that you may have.
- g.* Dietary requirements please let Management know before your stay.

10) Koha

Koha is a form of reciprocity that has had to evolve over the generations and today is still widely accepted as a living practice on the Marae .It has however raised much debate.

Please ensure your koha is enclosed in an envelope with your name/Kaupapa and amount this is for receipting and financial accountability purposes. We appreciate your co-operation to this procedure and you should expect a receipt promptly.

10a) Terms of payment

The marae accepts the following:
Eftpos, Mastercard, Visa, Cash, Cheque and Internet banking

11) Laundry Services

The marae has a separate charge for linen service charges.

11a) Rubbish Services

The marae has a separate charge for rubbish.

12) Powhiri

If a Powhiri (welcome) is required please speak to the Manager.

13) Smoking:

Te Mahurehure Marae is a smoke free area. Smoking is permitted outside only and on the terrace area.

14) Waste Management:

Te Mahurehure Marae in the very near future will adopt a more proactive approach to waste Management and the disposal of that waste. We are also looking at introducing a Worm Farm to minimise food waste on the marae.

We recycle and it is your responsibility when you use our Marae

- **Paper/Cardboard** -Large Yellow cage.
- **Food** -Please keep all scraps in bins provided and place in cooler or Fridge for future disposal.
- **Glass/Plastic/Aluminium** -Yellow Wheelie bins.
- **All other waste** -Rubbish bags then into Green Wheelie Bins which are then emptied into Red bin.
- **Worm Farm** - All kai scraps except shells or citrus (orange, lemon skin) can go into the worm farm. Please speak to our caretaker regarding this process.

15) Complaints Process

In the event you are not satisfied during or after your marae experience please contact

The Manager Tracey on 0272662245 or 09-2997659

We will be more than happy to resolve any issue's you may have..

16) Marae Unique Stay Experience.

Here at Te Mahurehure Marae you will experience a unique and authentic Maori style of living.

- Marae accommodation is communal with guests sleeping in open plan quarters. This unique arrangement allows guests to experience how Maori lived before first European contact.
- Please let us know if you suffer from physical ailments so that we can discuss how best to accommodate your sleeping needs. **ALL BLANKETS REQUIRED OR BLANKETS CAN BE PROVIDED AT A FEE.**

WHATS INCLUDED IN YOUR MARAE EXPERIENCE PACKAGE?

- **Accommodation** – Linen and bedding (Mattress and Pillow)
- **Catering**
 - Breakfast
 - Morning Tea
 - Lunch
 - Afternoon tea
 - Dinner

Please let me know if you have any dietary requirements.

- **Dining**

Maori enjoy the company of one another particularly when it comes to eating. Here at Te Mahurehure Marae your'll all served authentic **Maori cuisine** fused with ingredients inspired by other countries in a communal setting.

Please let me know if you have any **specific dietary requirements.**

- **Showering and Toilets**

While traditionally Maori bathed in the open we recognise this might not be to everyone's liking. At Te Mahurehure Marae our shower area is located in a single block however your privacy is assured with each shower unit professionally partitioned off.

**On Arrival at Te Mahurehure Marae it is customary Protocol that are Powhiri
A Maori greeting would be preformed for all our quests that come to our marae.**

Below are details of what you could expect

Powhiri

The powhiri is the ritual ceremony of encounter.

Traditionally the process served to discover whether the visiting party were friend or foe, and so its origins lay partly in military necessity. As the ceremony progressed, and after friendly intent was established, it became a formal welcoming of guests (manuhiri) by the hosts (tangata whenua or home people). As the ceremony progresses also, the tapu or sacredness surrounding manuhiri is removed, and they become one with the tangata whenua.

It begins with the **karanga**, the high pitched voices of women from both sides, calling to each other to exchange information to begin to establish intent and the purpose of the visit. It is said that the kaikaranga (callers) between them weave a mat laid upon Papatuanuku (Mother Earth) binding the two sides together, and protecting Her from the men who will verbally, and perhaps physically, joust with each other.

In traditional times a **wero** or challenge was performed by a warrior or warriors, advancing on the manuhiri to look them over and further establish intent. The wero is sometimes performed today, particularly for the most prestigious manuhiri.

The tangata whenua will perform the **haka powhiri**, a chant and dance of welcome, during which the manuhiri are symbolically drawn onto the marae (sacred courtyard). The chants often use the symbolism of hauling a waka or canoe onto the shore.

Next is the **mihi** or exchange of greetings by the orators (usually male) from both sides. Oratory is much prized. An expert will display his knowledge of whakapapa (genealogy and history) and mythology, and his mastery of language, rhetoric and dramatic presentation. During whaikorero (speechmaking) links between the ancestors and the living are made, and genealogical links between tangata whenua and manuhiri are emphasised. The kaupapa or purpose of the occasion will be discussed, and perhaps general present day issues and concerns might be aired.

Each speech is followed by the performance of a **waiata** (song), or sometimes a haka (dance), by the orator's support group. The quality of the performance is a matter of critical concern, and reflects on the orator, and the orator's party.

At the completion of their speeches the manuhiri will present a **koha** to the tangata whenua. Today it is usually in the form of money, but in the past it would have been food or valued possessions.

Then the manuhiri move across the marae to **hongi** with the tangata whenua. The hongi is a gentle pressing of noses, and signifies the mingling together of the sacred breath of life, and the two sides become one.

The powhiri concludes with the sharing of kai or food, called **hakari**. The food removes the tapu or sacredness from the manuhiri, so that the two sides may complete the coming together. As in all cultures the sharing of food also signifies a binding together.

Want to know more?

Please feel free to contact us if you would like to discuss any of this with us.

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Nau Mai Haere Mai...