

2022 ROOM HIRE RATE CARD

(Updated January 2022)

Please note:

- All prices include GST
- Refer Terms & Conditions for Cancellation/Amendment policies
- Rooms are bookable in **1 hour blocks** (on the o'clock or ½ hour only... i.e. 9am-10am or 2.30-6.30pm).
- There will be **no** half hour bookings – i.e. 9am-10.30am
- The Centre closes at 10.00pm sharp.
- The Centre has a no-alcohol and no-naked flame policy.

STANDARD RATES & COMMERCIAL RATE – for groups or individuals regardless of not-for-profit or charitable status who provide professional services for which they **charge** their participants, clients or students

Rooms 1, 2, \$30.00 per hour	Hall \$40.00 per hour	Rooms 3, 6 \$25.00 per hour
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COMMUNITY RATE - available to bonafide not-for-profit community groups or organisations, community classes and religious groups who offer **free** community services and **do not charge participants** for their services

Rooms 1, 2, \$25.00 per hour	Hall \$30.00 per hour	Rooms 3, 6 \$20.00 per hour
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SOCIAL FUNCTIONS/EVENT HIRE: PRICE ON APPLICATION

(e.g. Christening, Wedding, Baby Shower, Birthday*, multi-day hire etc.)

Terms include but are not limited to:

Booking is subject to function type and space available. Non-refundable deposit and/or bond may be required. Full prepayment is required on invoice. Social cancellations inside one month are non-refundable.

***Due to restrictions on Centre closing time, noise, heritage status, proximity to other hirers, carpark, kitchen, bathrooms etc. this venue is not suitable as a 'Party Venue' as such, but consideration will be given on an individual basis.**

COMMERCIAL KITCHEN HIRE \$20.00 per hour
Kitchen available between **8.30am** and **3.00pm** only

Offices A, B, C, D, E (e.g. for counselling or one-on-one meetings) \$10.00 per hour
See below for furniture designations.

Approximate seating based on 'lecture style' plan (Tables are trestle tables 1800mm x 750mm)

(Fire and Health & Safety determine capacity seating as noted and must not be exceeded)

Room 1	Seats 40	7 tables	6.8m x 7m	Mission Hall	Seats 65**	8 tables	14m x 7m
Room 2	Seats 40	7 tables	6.9m x 7m	Office A	Desk & 2 chairs		3.2m x 2.9m
Room 6	Seats 20	5 tables	7m x 4.1m	Office B	2-seater couch, occasional chair & table		
Room 3	Seats 20	5 tables	6.9m x 3.8m	Office E	Desk + 2 chairs		3m x 2.2m
				Office C & D	Desk & 2 chairs		3.0m x 2.6m

** The Mission Hall is licensed for 100 persons however available seating is limited to 65. Arrangements may be made to have your own tables/chairs delivered prior to your event however you will need to liaise with the office – refer Hire Agreement.

All Rooms (except Offices B, E) contain whiteboards. **Please bring your own pens/erasers**