COMMUNITY SERVICES #1

Fees & Charges Schedule

For bookings phone: 1800 960 938

Venue Hire Rates (all prices include GST)			Individual/Commercial/Government Agency						NFP/Charity					
			Monday to Friday (Hourly rate)			Weekend (Hourly Rate)			Monday to Friday (Hourly rate)			Weekend (Hourly Rate)		
	Max Capacity	Size m^2	Less than 5 hours	Half-Day (5 hrs+)	Full Day (10 hrs +)	Less than 5 hours	Half-Day (5 hrs+)	Full Day (10 hrs +)	Less than 5 hours	Half-Day (5 hrs+)	Full Day (10 hrs +)	Less than 5 hours	Half-Day (5 hrs+)	Full Day (10 hrs +)
Griffith Hall + kitchen	80	118	$90.00	$77.00	$68.00	$108.00	$93.00	$82.00	$63.00	$54.00	$48.00	$76.00	$66.00	$58.00
Griffith meeting room	25	37	$60.00	$51.00	$45.00	$72.00	$62.00	$54.00	$42.00	$36.00	$32.00	$51.00	$44.00	$38.00
Both	105	155	$140.00	$119.00	$105.00	$168.00	$143.00	$126.00	$98.00	$84.00	$74.00	$118.00	$101.00	$89.00
Narrabundah Hall	45	66	$60.00	$51.00	$45.00	$72.00	$62.00	$54.00	$42.00	$36.00	$32.00	$51.00	$44.00	$38.00
Narrabundah Hall, Training room + kitchen	70	102	$110.00	$94.00	$83.00	$132.00	$113.00	$100.00	$77.00	$66.00	$59.00	$93.00	$80.00	$70.00

OTHER ITEMS FOR HIRE

BOND $500

Griffith Hall	Ceiling Projector	$77.00
Narrabundah Hall & Meeting Room	Portable Projector	$77.00

COMMUNITY SERVICES #1

Venue Hire
ADDITIONAL CHARGES

ADDITIONAL CHARGES - as per Clause 7 in the Terms and Conditions

	ISSUES	Charges	
1	Call outs for activation of security and fire alarms where the hirer has not followed CS#1 procedures.	$220	per instance
2	Accessing services through After Hours Contact (Clause 18) where the hirer is at fault	$220	per instance
3	Non-compliance with maximum capacity of the hire venue in line with fire regulations (Clause 2b).	$220	per instance
4	Non-return of key issued to Hirer within the required timeframe (Clause 12).	$110	per instance
5	Additional occupation of premises if Hirer uses the premises before or after the agreed time of hire (Clause 2c & Clause 11)	$55	per instance + per hourly cost of additional hire
6	Air conditioning/heaters not turned off at completion of hire session	$110	per instance
7	Building is not left secured - i.e. doors haven't been locked OR alarm has not been activated	$110	per instance
8	Disposal/Removal of Hirers items left at premises outside of agreed hire period (incl. advertising, decorations, food & drink).	$55	per instance
9	Additional cleaning charged if premises not left in clean and tidy condition - thus requiring an 'out-of-cycle' clean (Clause 15.1).	$165	per hour
10	Additional cleaning and packing up if chairs/tables have not been cleaned or packed away correctly	$55	per instance
11	Additional charge if rubbish not removed after Event (Clause 15.2)	$55	per instance
12	Charge if noise complaints are received by CS#1 from nearby residences.	$110	per instance + cost of any infringement notice
13	Damage caused during the hire session as outlined, but not limited to: * Broken Window/glass * Damage to flooring * Damage to projector * any other damage identified	$155	per instance + cost of repairs as arranged by CS#1
14	If any illegal activity which results in the attendance of any Emergency Services including ACT Police and/or Fire Brigade (Clause 13g).	$220	per instance + cost of any infringement notice received
15	Removal and/or failure to return any CS#1 property, furniture or equipment including remote controls. All thefts will be reported to police and Hirer details will be provided to aid investigation.	$330	per instance

63 Boolimba Cres, Narrabundah ACT 2604.
ABN: 53 806 922 954

Ph: 1800 960 938
E-mail: venuehire@communityservices1.org