



Welby Community Hall

Hire Fees for 2011 – 2012

Community and Non-Profit Hall Hire:

Day Hire:	\$10.00 per Hour plus GST. From 6.00am to 6.00pm.
Evening Hire:	\$20.00 per Hour plus GST. From 6.00pm to Midnight.
Full Day Hire:	\$100.00 plus GST. From 6.00am to 6.00pm.

There is a minimum of 3 Hours per Day of Hire Fees.

Regular Commercial Hire and Regular Health & Recreation Hire:

\$10.00 per Hour plus GST.
Monday to Thursday from 6.00am to Midnight.
Friday from 6.00am to 6.00pm.

Weekends from Friday 6.00pm will be charged at Community Hire rates.

There is a minimum of 3 Hours per Day of Hire Fees.

Commercial and Other Hire:

Day Hire:	\$15.00 per Hour plus GST. From 6.00am to 6.00pm.
Evening Hire:	\$25.00 per Hour plus GST. From 6.00pm to 12.00am (Midnight).
Full Day Hire:	\$150.00 plus GST. From 6.00am to 6.00pm.

There is a minimum of 3 Hours per Day of Hire Fees.

Late Night Surcharge - applies to all hire types:

Night Hire:	\$40.00 per Hour plus GST. From midnight to 1.00am only. Hall must be vacated by 1.00am.
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Booking times do not include any set-up or clean-up times, these times are to be added to Hall hire times.

Deposit: \$30.00 plus GST at booking time, which is not refundable.

Bond: Small Function: \$100.00
Large Function: \$250.00
Parties 16th Birthday to 22nd Birthday \$500.00 - Conditions Apply.
Bond required depends on type and size of function.
All damage will be paid for and reimbursed to Welby Hall Management by the Hirer.
Return of your Bond will be arranged within two weeks after end of Function.



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- Insurance:** \$40.00 plus GST, unless own insurance is available and photocopy is supplied, which is to be checked for suitability for Hall Hire. A copy is to be given to Booking Officer at least 1 Week prior to function.
- Cleaning Fees:** Commercial cleaning fees will be charged if the facilities are left unclean and will be charged at the hourly rate of \$60.00 per Hour plus GST.
- Key Replacement:** \$70.00 plus GST per Set of Keys.
- Other Equipment:** Archway is \$10.00 plus GST which can be easily decorated.
 Barbeques are \$20.00 plus GST, for both BBQs, per Hire with Hall Hire Only.
 Business Package (Data Projector, Screen and Mobile White Board) is \$40.00 plus GST. (The pictured Laptop is NOT included).
 Crockery Hire is \$10.00 plus GST per 10 person setting, we have 110 settings available. Crockery Hire includes all Crockery and Cutlery, i.e. Dinner Plates, Soup Bowls, Bread & Butter Plates, Cups & Saucers, Salt & Pepper Shakers, Milk Jugs, Sugar Bowls, Knives, Forks, Dessert Spoons and Tea Spoons.
 Cutlery Hire is \$2.00 plus GST per 10 person setting, we have 110 settings available. Cutlery Hire includes Knives, Forks, Dessert Spoons and Tea Spoons.
 Tea Service \$3.00 plus GST per 10 person setting, we have 110 settings available. Tea Service includes Cups & Saucers, Bread & Butter Plates and Teaspoons.
 White Table Cloths \$30.00 plus GST, Hirer Cleans and Irons.

Please Note:

1. No bookings for hire will be formalized or accepted until:
 - a. the specified \$33.00 deposit fee has been paid (which is not refundable),
 - b. a Hire Agreement (available from the Booking Officer) has been completed, signed and submitted with the Booking Officer,
 - c. and a Risk Assessment Form (available on the Printables page) has been completed and submitted with the Booking Officer.
2. No hire will commence without the remainder of the Hire Fees and the Bond (determined by the Booking Officer) being paid for at least 1 week prior to Hire. If not paid for by that time, the Hire will be cancelled and deposit fee will not be refunded.

Conditions of Hire Apply and these can be obtained from the Booking Officer.

ABN: 49 546 344 354

Prices are valid from 01 July 2011, and are subject to change without prior notice.