

HIRE COSTS (Hall Hire Includes the use of Tables and Chairs)

Venue	Hall Fee	Bond Fee	Capacity	Key Deposit	Features
BNC- Hall (Party)	\$200	\$500	150 seated, 14 tables (4 per table)	\$50	Disabled Access & Facilities, Fully Equipped Kitchen, Onsite Parking, Heating, Ceiling Fans, Stage
Glover St Hall (Party)	\$200	\$500	40 seated, 7 tables (4 per table)	\$ 50	Disabled Access & Facilities, Microwave, Bar Fridge, Tea & Coffee Facilities
Children's Party (daytime) BNC Hall	\$60	\$100	150 seated, 14 tables (4 per table)	\$50	Disabled Access & Facilities, Fully Equipped Kitchen, Onsite Parking, Heating, Ceiling Fans, Stage
Children's Party (daytime) Glover St	\$200	\$500	40 seated, 7 tables (4 per table)	\$50	Disabled Access & Facilities, Microwave, Bar Fridge, Tea & Coffee Facilities
BNC-Hall or Room Non Profit Organisation	\$10 p/h			\$50	Disabled Access & Facilities, Heating, Fully Equipped Kitchen, Ceiling Fans, Onsite Parking, Air Conditioned Rooms
BNC-Hall or Room Private/ For Profit Organisation	\$14 p/h			\$50	Disabled Access & Facilities, Heating, Fully Equipped Kitchen, Ceiling Fans, Onsite Parking, Air Conditioned Rooms
Computer Room BNC- Non Profit Organisation	\$15 p/h		12-15 people	\$50	Internet Connection, Whiteboard, Air Conditioning, 8 Computers, Colour Printer
Computer Room BNC- Private/For Profit Organisation	\$20 p/h		12-15 people	\$50	Internet Connection, 8 Computers, Air Conditioning, Whiteboard, Colour Printer

Hire of Chairs and Tables away from BNC Premises

Table and Chair Bond \$50.00. Chair Fee \$0.50 per. Table Fee \$5.00 per.

Payment - Bond Payable by **CASH** or **CHEQUE** when key is picked up.

Balance of Hire Fee to be paid prior to event.

An Agreement **MUST** be signed and any adjustments are to be referred to the Finance Co-ordinator a.s.a.p

Any bonds paid will be refunded when key is returned, on the condition that the Hall, its Facilities (E.g. Kitchen, Toilets etc) and any Hire Equipment (E.g. Tables & chairs) has been left clean and sustained no damage.

Important Information *******NO ALCOHOL OR GLASS BEVERAGE CONTAINERS ALLOWED.**

Cleaning cost if necessary start at \$98.00 p/h. Hall must be vacated and noise stopped at Midnight. Cleaners finished by 1am.

Security Guard Hire is compulsory to hire the venue when having to pay the \$500 bond fee. Belmont Neighbourhood Centre hires the Security Guard (Only our designated Security Guard will be allowed) Security Guard with a starting price of \$75.00 p/h. Security Guard must be hired for the duration of the event. The Security Guard cost is not part of the bond and is extra.

Other Services

<u>Telephone</u>	\$0.25c per local call
<u>Photocopies</u>	\$0.20c per copy (b/w) \$0.50c per copy (colour)
<u>Fax</u>	\$1.00 first page. \$0.50c per page after
<u>Laminating</u>	A3 is \$2.00 per item. A4 is \$1.00 per item.
<u>Transparencies</u>	\$1.00 per item