

PARRAMATTA HERITAGE & VISITORS INFORMATION CENTRE

SEMINAR ROOM & THEATRETTE HIRE - SCHEDULE OF FEES AND CHARGES 2009-10

Ref No	FACILITY AVAILABLE	COMMERCIAL RATE	COMMUNITY RATE <i>Please refer to Conditions of Room Hire</i>
10.1 & 10.2	Security Bond business hours (9am to 5pm) (refundable) Security Bond after hours (5pm to 10pm) (refundable)	\$500.00 GST not applicable \$1,000.00 GST not applicable	\$257.50 GST not applicable \$515.00 GST not applicable
	SEMINAR ROOM Business hours hire available 9am to 5pm 7 days per week (excluding public holidays) Not available for parties (eg 18 th , 21 st , etc) After hours hire 3 hours minimum available 5pm to 10pm Monday to Friday only Not available on weekends or public holidays Not available between 10:00pm and 9:00am	\$182.00 per half day booking* 9:30am to 12:30pm or 1:30pm to 4:30pm including 10% GST \$363.00 full day rate* 9am to 5pm including 10% GST \$725.00 - \$1,133.00 after hours rate* 5pm to 10pm including 10% GST	\$51.00 per half day booking* 9:30am to 12:30pm or 1:30pm to 4:30pm including 10% GST \$102.00 full day rate* 9am to 5pm including 10% GST \$538.00 - \$980.00 after hours rate* 5pm to 10pm including 10% GST
	THEATRETTE Business hours hire available 9am to 5pm 7 days per week (excluding public holidays) Not available for parties (eg 18 th , 21 st , etc) After hours hire 3 hours minimum available 5pm to 10pm Monday to Friday Not available on weekends or public holidays Not available between 10:00pm and 9:00am	\$34.00 per half day booking* 9:30am to 12:30pm or 1:30pm to 4:30pm including 10% GST \$68.00 full day rate* 9am to 5pm including 10% GST \$119.00 - \$782.00 after hours rate* 5pm to 10pm including 10% GST	\$23.00 per half day booking* 9:30am to 12:30pm or 1:30pm to 4:30pm including 10% GST \$45.00 full day rate* 9am to 5pm including 10% GST \$96.00 - \$686.00 after hours rate* 5pm to 10pm including 10% GST
	Permanent hirers discount 1 July to 30 June each financial year	Discount for eligible permanent users is 5% of the room hire fee To be classified as a permanent hirer the room/s must be booked in advance for 10 or more bookings on separate dates each financial year.	
10.3	EQUIPMENT AVAILABLE (with Seminar Room bookings only)	Overhead projector & screen free of charge with Seminar Room bookings only Data projector & screen free of charge with Seminar Room bookings only TV & DVD player free of charge with Seminar Room bookings only Whiteboard free of charge with Seminar Room bookings only Lectern \$5.65 per booking including 10% GST PA Trolley \$55.00 per booking including 10% GST	
10.3	PHOTOCOPYING per sheet	Seminar Room clients only A4 75 cents A3 \$1.45	
10.4	CATERING (for Seminar Room bookings only Not available on weekends or after hours)	Tea & coffee making facilities available with Seminar Room bookings only Tea, coffee, sugar, milk & biscuits supplied by the Centre by negotiation. \$2.55 - \$6.45 per person* including 10% GST	
10.5	PENALTY RATES	Breakages and damage Full cost of replacement items or repairs Failure to vacate by booked time Hirer charged twice the normal booking fee Failure to clean the rooms / pack away furniture \$175.90 including 10% GST	