

# General Information

- Times available for hire:
  - Before school 5:00am-8:00am
  - After school 3:15pm-9:00pm
  - Weekends 7:00am-9:00pm
  - School Holidays 7:00am-9:00pm
- Community user: not-for-profit organisation
- Commercial user: registered company (including Sole trader, Pty Ltd Company, Partnership, Trust)
- All prices listed are inclusive of GST
- **Booking Fee:** A booking fee of \$110 is payable for all new bookings/hire agreement. This will be added to the first invoice each year
- **Clubhouse toilets (Tennis courts):** access/use of this facility is charged \$110 p/term; user is to clean and maintain otherwise cleaning charges will apply
- **Access & security fee:** If building/gate is left unsecured, a charge as per State Government Security costs and/or staff call out fee may be incurred. This will be invoiced one month later (aligning with State Security invoicing). Current fees: \$25 remote activation, \$100 security call out
- **Cleaning charge:** Facilities not left in a reasonable condition may incur a cleaning charge. All rubbish generated during the hire is to be removed from the school grounds. Failure to remove rubbish may incur a cost
- **Catering/Kitchen:** Exclusive offer for P&C to cater for all events; upon decline, outside catering can be offered
- **Loss of keys or padlocks:** Loss or damage of keys or padlocks will incur a charge of \$150
- **Non-use of facilities:** School must be notified if you are unable to attend booked sessions. No refunds for non-use of facilities
- **Hire length:** Hire can be either during Term time or continuous (through holidays). Maximum period of hire is 12 months, excluding Pool hire where maximum is 3 years. Expressions of interest will be advertised in our Newsletter in Term 3, Week 6. All applications will be reviewed, and applicants advised by Term 3, Week 10
- **Payment:** Invoices will be sent the term before. This must be paid in full by the due date, we reserve the right to cancel the hire agreement
- **Missed Sessions:** Wet weather and public holiday make up to be negotiated on a case-by-case basis. No refunds for missed sessions.

You are required to lodge the following supporting documentation with us (or an explanation why it is not required) **before** you sign the agreement in order that we may consider and approve your application to hire the Premises. All supporting documentation must be current at the date of signing this agreement and remain current throughout the term of this agreement.

- Certificate of currency of public liability insurance
- Certificate of currency of workers' compensation insurance
- Documentary evidence of your compliance with blue card requirements
- Documentary evidence of all approvals, permissions, licences, certificates and consents required by you to use the Premises for the Permitted Use (including any local council permits and development applications)
- Documentation required in order for you and your Personnel to legally carry out the proposed use (e.g. training certificates and qualifications)

**PLEASE NOTE: School activities will take precedence over hirers. An events calendar is available to assist in scheduling your events. The school reserves the right to vary the charges.**

Library Courtyard	
Small covered courtyard area, catering for 10-15 people	
Community user Per hour	Commercial user Per hour (regular user, 12mnth agreement)
\$27.50	\$38.50

Oval				
Main school oval, <u>excluding</u> the use of the student playground equipment and amenities				
Community user Per hour	Community user Day use (more than 4 hours)	Commercial user Per hour (regular user, 12mnth agreement)	Per hour (regular user, less than 12mnth agreement)	Commercial user Day use (more than 4 hours per day)
<b>\$22</b>	<b>\$165</b>	<b>\$44</b> Minimum 2 hours/week with 12-month agreement	<b>\$66</b> Less than 2 hours/week, less than 12-month agreement	<b>\$275</b>

Add Ons	
Amenities (Pool)	\$110 per term

Tennis Court				
2 tennis court – day & night use				
Community user Per hour		Commercial user Per hour (regular user, 12mnth agreement)		Commercial user Day use (more than 4 hours per day)
\$20 per court – day	\$25 per court - night	Day: \$25 (per court)	Night: \$30 (per court)	Day: \$120 (per court)

Add Ons	
Clubhouse Toilets	\$110.00

Pool			
Heated 25 metre, 6 lane pool and amenities			
Community user Per hour	Community user Day use (more than 4 hours)	Commercial user Per hour (regular user, 12mnth agreement)	Commercial user Day use (more than 4 hours per day)
<b>\$33</b>	<b>\$165</b>	<b>\$44</b>	<b>\$220</b>

## Multipurpose Hall

*Our hall offers 775m<sup>2</sup> of pillarless event floor space, a 107m<sup>2</sup> curtained stage with external side access, and an additional 150m<sup>2</sup> of outdoor space ideal for breaks, networking, or social gatherings.*

*The venue features Autex Quietspace acoustic treatment and a Pulastic multi-sport floor with markings for netball (1 court), pickleball (3 Courts), volleyball (1 court), badminton (3 courts), and basketball (1 court). Additional amenities include height-adjustable basketball hoops, dressing rooms, specialised lighting and audio-visual equipment, and a fully equipped commercial kitchen and amenities block.*

*Conveniently located at the front of the school grounds, off Main Street. While onsite parking is not available, ample on-street parking is easily accessible nearby.*

	Bond	Hourly Rate
Regular Hire - 12 month hire agreement	\$250	\$66
Once off or occasional hire – Commercial	\$1100	\$110
Once off or occasional hire – Community	\$275	\$66

Add Ons	
Air-conditioning	\$22 per hour
Audio Visual	\$550 (microphone, projector, sound)
AV technician	Price on Application – <i>please note, a technician is required if stage lighting or use of additional AV gear is required</i>
Chair hire	\$1 per chair (up to 500 chairs available for hire)
Table hire	\$10 per table
Commercial Kitchen	Price on Application
Catering	Price on Application

- Hall hire does not include kitchen. Kitchen facilities hire is additional, price provided on request
- Tables and chairs are available for a cost, on request. Set up and pack up is the hirers responsibility
- Approval from the Principal and P&C must be granted for liquor licence
- Food is not to be consumed inside the hall
- Property of the hiree is not to remain on the premises
- All rubbish must be removed from site at the conclusion of the hire
- Time that exceeds the hire agreement will be charged accordingly
- Cleaning fee of \$440 will be charged for each occasional hire
- There are no tea or coffee facilities available