

North Arm Cove Community Centre (S355) Management Committee

Hall fees and charges from 1 October 2023 – June 2024

Booking Officer: Robyn Gee – 0412 154 421

All fees shown below include GST. **Note:** Cleaning is the responsibility of the hirer. Failure to leave facilities in a neat & tidy condition will result in a \$55.00 per hour fee with a minimum of \$110.00.

North Arm Cove Community Centre
Payment Details Payment by Direct Deposit is preferred.
Bank: Newcastle Permanent
Account Name North Arm Cove Community Centre
BSB 650300 Account 980408000
Reference: Name of hirer
Retain a copy of your receipt.

Use for Elections State and Federal – all halls	\$1,258.00
Use for commercial auctions / sales (per day) all halls	\$426.50
A 25% reduction will apply for 5 days or more consecutive use	

Bond for <u>major</u> functions	\$500.00 NO GST
Smaller functions	<50 attendees = \$100 >50 up to 100 attendees = \$200
Refundable after satisfactory inspection of facility by authorised officer. Payable for all large events. Allow 14 days after event for payment process.	

Functions – weddings, parties, dances, discos, presentation nights	\$168.50 includes GST
Additional fee for kitchen and contents (crockery, cutlery, commercial refrigerator, stove, dishwasher, microwave, urn, coffee percolators)	<50 attendees = \$60 >50 up to 100 attendees = \$120

Any use – under 2 hours	\$22.50 includes GST
2 – 4 hours	\$33.50 includes GST
Full Day	\$72.50 includes GST
This includes Public and Service Club meetings, Community Groups, Church Services and Groups, School use, Charitable and Craft Groups, Recreational and Instructional Classes and 4WD / Caravanner Groups use of kitchen / toilet facilities etc). Key deposit refundable \$100.00	

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Hirers booking the centre for 12 times or less per year.

Community groups and private hirers of facilities owned by Council (not being a sporting body, club, association, corporation or incorporated body), who hire a Council facility for non-commercial or non-profit making purposes, for less than 12 times a year may be afforded cover under Council's Casual & Regular Hirers Liability Insurance Policy. Approval for this cover shall be granted in consultation with Council's Risk & Insurance Coordinator and if required with Council's Insurance Advisors. Initially contact should be made with the 355 Hall Committee for North Arm Cove by completing the booking form.

Hirers booking the centre for more than 12 times a year must provide a certificate of Public Liability Insurance either by way of affiliation with an appropriate Association or Organisation or through their own means. Hirers in this category may be eligible for a MidCoast Council (MCC) License to conduct their activities at a reduced rate for hire of the Hall. Hirers should discuss arrangements with the booking officer initially and the 355 Committee.

Relevant Documents:

Third Party Risk Management and Insurance Requirements – Minute 90/17 24 May 2017.
MCC Fees and Charges Report 2021/2022