

Meeting Rooms and Hall Hire Fees Schedule

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COMMERCIAL AND PRIVATE HIRE

Full cost recovery applies to individuals, businesses, government and profit making organisations. The full cost of fees and charges applies to groups and organisations such as:

- Businesses, corporations, political organisations;
- Private individuals for parties, functions and general hire;
- Local, state and federal governments agencies (DHS, DEECD, Electoral Office)
- Private Health Care providers

ORGANISATION RATE

Organisation rate applies to groups and organisations. This includes organisations in receipt of state or federal operational funding. The organisation rate applies to groups and organisations such as:

- Non government organisations (e.g. Anglicare);
- All community groups located **outside** the municipality;
- Micro businesses (3 people or less)
- Private health care providers providing services via Medicare rebates with no gap fee.

COMMUNITY RATE

Community rate applies to **not for profit** smaller groups and organisations such as;

- Community groups located within the municipality
- Service clubs and organised groups operating **within** Yarra Ranges such as Lions, commerce and traders associations
- Primary and Secondary schools
- Arts and Cultural Activity (not for profit)

LICENSEE/PARTNERS

Rates apply to organisations that hold licenses to occupy within Sherbrooke Family and Children's Services and/or are signatories to the Sherbrooke Child and Family Centre Building User Group.

This rate applies where costs are re-charged within Council.

BOND

Bond is security for any damage to the building and/or breach of conditions if hire. The total bond will be refunded to the hirer, provided the hirer has complied with all aspects of the conditions of hire. Separate bonds rates apply to different hire agreements. The below rates are a guide only and SFCC reserves the right to alter and set varying bond costs dependant on the specific function/hire event in question.

INDUCTION AND SECURITY CARD FEE

A small fee is charged to cover the cost of inducting new hirers and the provision of security cards. This is a one off cost for hirers.

Security cards are necessary for all evening and weekend bookings.

BOOKINGS

Bookings can be by the hour. However, sessional and daily rates provide value for money for longer bookings.

Sessional bookings:

Mornings: 8.30am to 1.00pm (earlier access may be negotiated with security access)

Afternoons: 1.00 to 5.30pm

Evenings: 5.30 to 10.00pm

Daily bookings (Monday to Friday): 8.30am to 5.30pm (earlier access may be negotiated)

Sunday bookings: Access from 7.00am to 10.00pm

Premium bookings:

Friday or Saturday evening: 5.30pm to 1.00am available at sessional rate +50%

Saturday bookings: Access from 7.00am to 1.00am available at weekend rate.

MULTIPLE BOOKINGS

A discount of 20% is available for licensees/partners making 10 or more weekly bookings.

REVIEW OF CHARGES

The schedule of fees will be reviewed in line with all of Councils hiring charges on a regular basis.

SCHEDULE OF FEES

	ROOM	Hourly	Sessional	Weekday Daily	Sat or Sun Daily
Commercial and Private Hire Rates	Upwey Community Hall (including Community Kitchen)	\$62.50	\$218.50	\$373	\$499.50
	Community Kitchen only	\$30.50	\$109.00	\$187.50	
	Sun Court	\$50.00	\$174.50	\$299.50	\$398.50
	Large Multi-purpose Room	\$62.50	\$218.50	\$373	\$499.50
	Consulting Room	\$24.50	\$87.50	\$149	\$200

Organisation Rate	Upwey Community Hall	\$31.25	\$109.25	\$186.50	\$249.75
	Community Kitchen	\$15.25	\$54.50	\$93.75	
	Sun Court	\$25	\$87.25	\$149.75	\$199.25
	Large Multi-purpose Room	\$31.25	\$109.25	\$186.50	\$249.75
	Consulting Room	\$12.25	\$43.75	\$74.50	\$100

Community Rate	Upwey Community Hall	\$9.38	\$32.78	\$55.95	\$74.93
	Community Kitchen	\$4.58	\$16.35	\$28.13	
	Sun Court	\$7.50	\$26.18	\$44.93	\$59.78
	Large Multi-purpose Room	\$9.38	\$32.78	\$55.95	\$74.93
	Consulting Room	\$3.68	\$13.13	\$22.35	\$30

Licensee or Partner Rate	Upwey Community Hall	\$9.38	\$32.78	\$55.95	\$74.93
	Community Kitchen	\$4.58	\$16.35	\$28.13	
	Sun Court	\$7.50	\$26.18	\$44.93	\$59.78
	Large Multi-purpose Room	\$9.38	\$32.78	\$55.95	\$74.93
	Consulting Room	\$3.68	\$13.13	\$22.35	\$30

All fees are GST inclusive

Fees listed are effective July 2022 – June 2023

FUNCTION PACKAGES

	Individual Hire	Hall, Sun Court and Kitchen	Sun Court and Kitchen	Community Group Function Rate
Upwey Community Hall	\$461	\$576.50		\$317
Community Kitchen			\$432	
Sun Court				

Bond	General Hire	Function Hire
Upwey Community Hall	\$338	\$1125
Community Kitchen		
Sun Court		
Large Multi-Purpose Room	\$338	\$562.50

Induction and security fee: \$23 one-off fee to cover cost of site induction and provision and programming of security card.

Lost security card fee: \$115 (payable if the card is not returned at the end of the booking period)

Out of Hours Call Out Fee: (Minimum) \$115