

Conditions for Hire of Community Facilities

Definitions:

The following definitions apply to the hire of all community facilities unless otherwise stated.

Availability

Up until midnight with the exception of Argenton Community Hall. All amplified music is to cease by 10pm and the facility cleaned and vacated by midnight.

Functions/Public Performances

Where an admission fee is charged (i.e. sale of tickets or cash collections) e.g. performances, concerts, dances, etc, or a private function where attendance is usually by invitation only e.g. celebrations, birthday parties, weddings etc

Small Day Function

A private function between 9am and 6pm where attendance is less than 50, usually by invitation only and no alcohol is consumed e.g. children's birthdays, christenings, morning and afternoon teas. The standard hourly fee and bond apply.

Discounted Fee

The discounted fee (50% of standard fee) will be charged for not-for-profit community service organisations or voluntary activities such as playgroups, support groups, community meetings, or other activities which directly support identified target groups (Aboriginal people, children, young people, older people, people with a disability, people from CALD background, women, or GLBTQI people). It is not applicable for government organisations, schools, or other organisations that are funded for facility hire or derive an income from the activities.

Standard Fee

The standard hourly fee will be charged for all other bookings.

Cancellation Fees

- For bookings cancelled with less than 48 hours notice - full usage fee will be charged.
- For bookings cancelled with 48 hours to one weeks notice - 50% of usage fee will be charged.
- For bookings cancelled with one to two weeks notice - 25% of usage fee will be charged.