

## SCHEDULE OF CHARGES

### COMMERCIAL AND COMMUNITY HIRE

*FEES ARE CURRENT UP TO AND INCLUDING 30 JUNE 2026*

#### **Commercial and Community / School Charging**

Venue fees and charges are set at commercial rates, includes private business, government, individuals or groups. Community and school discounting are applicable to bookings that qualify as per the below definitions;

\*Community discount is applicable to; not-for-profit / charities or community performing arts artists or groups for the purpose of a performance

\*School discount is applicable to; public and private schools, and after hour education such as, dance schools and music schools

#### **Deposit / Cancellations**

Booking deposit is equal to \$100.00 or 20% of the booking quote, whichever tis the greater.

In the event of a cancellation, a deposit may be moved to a new booking date, or refunded as per the following schedule;

Cancellation 30 days prior to the event – 100%

Cancellation 7 days to the event = 50%

Cancellation on the day of the event = 0%

Any costs incurred by the venue prior to the cancellation, over the value of the deposit, will be charged to the hirer.

#### **Venue Hire (includes venue supervisor)**

ROOM	½ DAY HIRE (4 HOURS OF USE)	FULL DAY HIRE (8 HOURS OF USE)	HOURLY RATE
Auditorium	\$300.00	\$600.00	\$110.00
Joan Burke (Foyer) / rear 1/3 <sup>rd</sup> of auditorium	\$180.00	\$300.00	\$50.00
Lyceum Room	\$120.00	\$210.00	\$40.00
Kitchen and Bar (includes cold room)	\$53.00	\$83.00	\$10.00
Entire Complex	\$884.00	\$1200.00	\$200.00

\*Community Discount (not-for-profit / charities or community performing arts artists or groups for the purpose of a performance) 50%

\*Schools Discount (public or private schools / after-hours education) 30%

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**Staffing – Commercial Rates**

<b>PRIVATE EVENTS - HOURLY</b>	<b>PER HOUR</b>
<b>RATE</b>	
Event staff can include; technician, hospitality, set up / pack up, bar and security staff. <i>Minimum 4 hours</i>	Monday to Friday \$72.00
	Saturday \$79.00
	Sunday \$90.00
	Public holidays \$104.00

\*Community Discount (not-for-profit / charities or community performing arts artists or groups for the purpose of a performance) 20%

\*Schools Discount (public or private schools / afterhours education) 10%

**Ticketing – Commercial Rates**

<b>DESCRIPTION</b>	
Ticket set up fee, applied once per booking	\$100.00
Commercial ticket commission per ticket	\$3.50
Companion Card (must be purchased in conjunction with a paying guest)	\$0.00

\*Community Discount (not-for-profit / charities or community performing arts artists or groups for the purpose of a performance) 50%

\*Schools Discount (public or private schools / afterhours education) 30%

**Other Rates**

<b>DESCRIPTION</b>	
Non-standard and ticketed events	By quotation
Recognised – Company in Residence hire	By Agreement
Hire of all or any part of the Somerset Civic centre for the purpose of an election	By quotation
Charges for food, beverages, tablecloths, table decorations, additional chairs, piano tuning and other matters	By quotation