

SOUTH MELBOURNE TOWN HALL HIRE FEES & CHARGES

2018/2019 FEES & CHARGES

	STANDARD	COMMUNITY	
	<i>All costs ex GST</i>		
HIRE FEES			
Main Hall			
Monday-Thursday	\$1,436	\$729	Per day
Friday-Saturday	\$1,918	\$729	Per day
After hours (before 8am, after 1am)	\$178	\$100	Per hour
Council Chamber, Ballantyne Room, Music Rooms 1, 2 & 3			Stand-alone rates; i.e. when not part of a Main Hall hire
9am-5pm	\$177	\$86	Per hour
All other hours	\$177	\$12	Per hour
DEPOSIT & CANCELATION FEES			
Deposit	50% of hire fees & charges	50% of hire fees & charges	Required to confirm booking; balance of hire fee charged on completion of hire
Refundable bond. Applicable where hire is supported by City of Port Phillip subsidy or sponsorship	n/a	\$1,049	Required to confirm booking; refundable following hire
Cancellation fee	50% of hire fees & charges	50% of hire fees & charges, or bond	Deducted from bond or deposit, when booking is cancelled within six weeks of a hire
MANDATORY PERSONNEL CHARGES			
Venue Supervisor (Duty Officer)	\$55 (Public holidays \$90)	\$55 (Public holidays \$90)	Per hour; minimum four-hour shift
Security	\$35 (Public holidays \$70)	\$35 (Public holidays \$70)	Per hour; minimum four-hour shift
Cleaning	\$120	\$120	Per hour, Monday - Saturday (Post-hire cleaning for weekend Main Hall hires and/or as deemed appropriate by ANAM)
	\$145	\$145	Per hour, Sundays
	\$175	\$175	Per hour, public holidays

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2018/2019 FEES & CHARGES (cont.)

	STANDARD	COMMUNITY	
<i>All costs ex GST</i>			
POSSIBLE OPTIONAL PERSONNEL CHARGES			
Lighting or sound operator; additional stage management	\$45 (Public holidays \$80)	\$45 (Public holidays \$80)	Per hour; minimum four-hour shift
Additional crew	\$45 (Public holidays \$80)	\$45 (Public holidays \$80)	Per hour; minimum four-hour shift
Recording engineer	\$75 (Public holidays \$140)	\$75 (Public holidays \$140)	Per hour, for duration of event, plus post-production one hour for each hour of recording; Includes recording equipment hire
Front of House Manager, Box Office staff & Ushers (hirer may provide their own staff)	On enquiry	On enquiry	
EQUIPMENT HIRES			
Steinway grand piano	\$150	\$150	
Piano tune	\$180	\$180	Weekdays
	\$200	\$200	Saturday
	\$220	\$220	Sunday
Additional ANAM equipment			On enquiry

* All venue hire fees are determined by the City of Port Phillip, and reviewed annually on 1 July.

All hirers will be required to pay either a 50% deposit or bond (where the hiring is being supported by funding from the City of Port Phillip) to secure their hire.

Cancellations of bookings with less than six weeks notice prior to the scheduled commencement of hire date will incur a cancellation fee.