

N3C CENTRE Venue Hire Price List



Fees listed are applicable 1st January 2023

General hire:

Room Type	Hourly Rate	Half Day (4hrs)	Full Day (8hrs)
<i>Auditorium</i>	\$33.00	\$ 100	\$198
<i>Training/Meeting Room (upstairs)</i>	\$16.50	\$ 60	\$ 100
<i>Meeting room (child friendly - access to courtyard)</i>	\$22	\$66	\$130
<i>New Song Cafe (meals etc)</i>	\$ TBA	\$	\$

Not-for-profit:

Room Type	Hourly Rate	Half Day (4hrs)	Full Day (8hrs)
<i>Auditorium</i>	\$22	\$66	\$130
<i>Training/Meeting Room (upstairs)</i>	\$11	\$33	\$64
<i>Meeting room (child friendly - access to courtyard)</i>	\$16.50	\$ 50	\$ 90
<i>New Song Café (meals etc)</i>	\$ TBA	\$	\$

NOTE:

- Auditorium, small training room (upstairs) and larger (child friendly) meeting room downstairs all have AV facilities / screens. Please indicate if this is required. NOTE that you will need to bring your own laptop. THERE WILL BE AN ADDITIONAL FEE IF AV SYSTEM IS REQUIRED IN AUDITORIUM.
- Hirer is responsible for set up / pack down and clean-up after hiring.
- Folding tables and stackable chairs are available for each area.
- Toilet's facilities consist of Male & Female (incl ambulant) and Disabled / Unisex. There are baby-changing facilities in the Female toilets, and parents' room for withdrawal area for parents with babies and toddlers.
- Kitchen is available FREE for basic tea / coffee & refreshments. Extra is charged if preparing meals; cooking demonstrations etc.

Application for room hire.

Availability & Fees:

- Training/Meeting Rooms and Auditorium are available Mon-Saturday from 9am-9pm (other times may be available - surcharge may apply).
- Tea & Coffee facilities are available with hire. If use of ovens, stovetop etc is required (preparing meals; cooking demonstrations etc), please negotiate with N3C Centre.
- Cancellation fee will apply (for the amount of \$25) if less than 2 weeks' notice is given. All money paid will be forfeited if less than 24hours cancellation notice. Booking may be transferred to another suitable day/time subject to availability.
- 50% deposit is required upon booking with a \$200 security deposit (fully refundable if centre is found in current condition once booking has taken place).
- Because N3C has a ministry to people recovering from drug and alcohol dependency, NO alcohol or other drugs are permitted on the premises. Smoking must be at least 5m from the building.

(Please ✓ that you have read each Term and Condition)

Applicant details:

Organisation/Group:

Is this group Not-for-Profit? Yes No

Contact Name:

Phone: **Email :**

Date Required: **Times:**

Room/s Required: Auditorium Downstairs Meeting Room

Kitchen Upstairs Meeting Room

Do you require use of multimedia? (BYO laptop) Yes No

I agree to the above terms and conditions.

Signature: **Date:**

PRINT NAME of APPLICANT.....

(All applications are subject to availability)