

## Fees and Charges

Effective as of 1.07.2018 - 30.06.2019

### Theatre

Description	Amount
<b>Theatre Hire - General Hire - Full Day</b> 12 hours of auditorium hire plus breaks between 8am - 12am. Includes usher and cleaning for 2 shows - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$1,650.00
<b>Theatre Hire - General Hire - Half Day</b> 6 hours of auditorium hire plus breaks between 8am - 2pm or 4pm - 10pm. Includes usher and cleaning for 1 show - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$1,035.00
<b>Theatre Hire - General Hire - Weekly</b> 12 hours of auditorium hire plus breaks between 8am - 12am. Includes usher and cleaning for 2 shows - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$7,500.00
<b>Theatre Hire - Not for Profit - Full Day</b> 12 hours of auditorium hire plus breaks between 8am - 12am. Includes usher and cleaning for 2 shows - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$1,250.00
<b>Theatre Hire - Not for Profit - Half Day</b> 6 hours of auditorium hire plus breaks between 8am - 2pm or 4pm - 10pm. Includes usher and cleaning for 1 show - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$810.00
<b>Theatre Hire - Not for Profit - Weekly</b> 12 hours of auditorium hire plus breaks between 8am - 12am. Includes usher and cleaning for 2 shows - additional shows will attract additional fees. Additional fees for continuous running shows are POA. Standard grid only. Advanced grid can be used for an additional fee. See REC staff for further clarification on available grid inclusions.	\$5,625.00
<b>Theatre - Venue Hire Deposit</b>	\$1,000.00

Staff

Description	Amount
<b>Box Office Staff / Merchandise Sellers - Monday to Friday - Standard hours</b> Minimum 3-hour hire up to 7.5hrs. Penalty rates apply after 5pm.	\$41.00
<b>Box Office Staff / Merchandise Sellers - Monday to Friday - Up to 3 additional hours</b> This fee is applicable per hour for the next 3 hrs after standard hrs worked.	\$61.50
<b>Box Office Staff / Merchandise Sellers - Monday to Friday - More than 10.5 hours</b> This fee is applicable per hour for every hour after working 10.5hrs.	\$82.00
<b>Box Office Staff / Merchandise Sellers - Saturday - Standard hours</b> Standard hours up to 7.5hrs.	\$41.00
<b>Box Office Staff / Merchandise Sellers - Saturday - Up to 3 additional hours</b> This fee is applicable per hour for the next 3 hrs after standard hrs worked.	\$61.50
<b>Box Office Staff / Merchandise Sellers - Saturday - More than 10.5 hours</b> This fee is applicable per hour for every hour after working 10.5hrs.	\$82.00
<b>Box Office Staff / Merchandise Sellers - Sunday</b> Minimum 3-hour hire.	\$82.00
<b>Duty Manager - Monday to Friday - Standard Hours</b> Minimum 3-hour hire up to 7.5hrs. Penalty rates apply after 5pm. A Duty Manager is required at least 1.5hrs before a performance and 1.5hrs after a performance.	\$41.00
<b>Duty Manager - Monday to Friday - Up to 3 additional hours</b> This fee is applicable per hour for the next 3hrs after standard hrs worked.	\$61.50
<b>Duty Manager - Monday to Friday - More than 10.5 hours</b> This fee is applicable per hour for every hour after working 10.5hrs.	\$82.00
<b>Technical Operator - Monday to Saturday - Standard Hours</b> Minimum 3 hour hire up to 7.5hrs (standard hours).	\$41.00
<b>Technical Operator - Monday to Saturday - Up to 3 additional hours</b> This fee is applicable per hour for the next 3hrs after standard hrs worked.	\$61.50
<b>Technical Operator - Monday to Saturday - More than 10.5 hours</b> This fee is applicable per hour for every hour after working 10.5hrs.	\$82.00
<b>Technical Operator - Sunday</b> Minimum 3-hour hire.	\$82.00

## Meeting Rooms

Description	Amount
<b>Meeting Room Hire - Amity Room - General Hire - Per Day</b> Hire of meeting room per day.	\$280.00
<b>Meeting Room Hire - Amity Room - General Hire - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$40.00
<b>Meeting Room Hire - Onoda Room - General Hire - Per Day</b> Hire of meeting room per day.	\$210.00
<b>Meeting Room Hire - Onoda Room - General Hire - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$31.00
<b>Meeting Room Hire - Onoda Room - Not for Profit - Per Day</b> Hire of meeting room per day.	\$108.00
<b>Meeting Room Hire - Onoda Room - Not for Profit - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$16.00
<b>Meeting Room Hire - Shillam Room - General Hire - Per Day</b> Hire of meeting room per day.	\$210.00
<b>Meeting Room Hire - Shillam Room - General Hire - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$31.00
<b>Meeting Room Hire - Shillam Room - Not for Profit - Per Day</b> Hire of meeting room per day.	\$108.00
<b>Meeting Room Hire - Shillam Room - Not for Profit - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$16.00
<b>Meeting Room Hire - Terry Walker Room - General Hire - Per Day</b> Hire of meeting room per day.	\$210.00
<b>Meeting Room Hire - Terry Walker Room - General Hire - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$31.00
<b>Meeting Room Hire - Terry Walker Room - Not for Profit - Per Day</b> Hire of meeting room per day.	\$108.00
<b>Meeting Room Hire - Terry Walker Room - Not for Profit - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$16.00
<b>Meeting Room Hire - Winton Room - General Hire - Per Day</b> Hire of meeting room per day.	\$210.00
<b>Meeting Room Hire - Winton Room - General Hire - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$31.00
<b>Meeting Room Hire - Winton Room - Not for Profit - Per Day</b> Hire of meeting room per day.	\$108.00
<b>Meeting Room Hire - Winton Room - Not for Profit - Per Hour</b> Hire of meeting room per hour, minimum 2 hr hire.	\$16.00
<b>Meeting Room Cancellation Fee</b> The cancellation fee will apply when more than 5 working days notice in given. Full hire fees apply if less than 5 working days notice provided.	\$30.00

Admin

Description	Amount
<b>Hirer Ticket Distribution</b> Hirer distribution fee.	\$2.00
<b>Ticketing - Venue Hirer Ticket Fee</b> This fee is payable by the hirer and is charged per ticket printed by the venue.	\$2.00
<b>Booking Fee - Complimentary Tickets</b> Per complimentary ticket printed for hirer.	\$2.00
<b>Transaction Fee - Internet</b> Transaction fee for online booking of tickets.	\$2.00
<b>Transaction Fee - Phone Booking</b> Transaction fee for phone orders of tickets.	\$2.00
<b>Transaction Fee - Postage and Handling Fee</b> Fee applies for postage of tickets per transaction.	\$2.50
<b>Event Creation - Marketing</b> Service to clients providing a suite of e-marketing and promotion options such as Instagram, Facebook and e-newsletter advertising.	\$235.00
<b>Event Cancellation Fee</b> Cancellation fees will apply - the amount will depend how far in advance of the booking that the cancellation is made.	Price on Application

Technical

Description	Amount
<b>Consumables - Stage Materials</b> Cost recovery of materials used for stage performances including, but not limited to, hardware items, batteries, lighting gels, tape etc.	Price on Application
<b>Damaged / Lost Equipment</b> Cost recovery for equipment that has been damaged or lost.	At Cost
<b>Green Room Consumables</b> Provision of tea, coffee and milk supplies to the Green Room.	Price on Application
<b>Hire of Technical Equipment</b> Includes servicing and cleaning.	Price on Application
<b>Piano Hire - Tuning</b> Administration service fee is charged plus cost recovery.	\$200.00
<b>Specialised AV / Lighting Consultancy and Theatre Equipment, Video Recording / Production</b> Staffing costs, minimum 3 hour hire plus additional equipment hire costs.	Price on Application
<b>Stage Painting</b> Repainting of stage due to damage by hirers and/or alterations to stage for hire purposes.	Price on Application

Other

Description	Amount
<b>Exhibitions - Commission on Sales</b> 10% commission on sales.	Commission
<b>Foyer - General Hire - Per Day</b> 8 hour hire (8.30am - 4.30pm) Mon - Fri.	Price on Application
<b>Foyer - General Hire - Per Hour</b> 8 hour hire (8.30am - 4.30pm) Mon - Fri.	Price on Application
<b>Foyer - Not for Profit - Per Day</b> 8 hour hire (8.30am - 4.30pm) Mon - Fri.	Price on Application