

## Fees and Charges Schedule

Room	Capacity	Corporate Rates		Community Rates	
		Business	CoM Business	Community	CoM Resident
Main Hall	200	\$100/hr	\$50/hr	\$70/hr	\$35/hr
Main Hall (Half)	100	\$75/hr	\$37.50/hr	\$40/hr	\$20/hr
Main Hall (Quarter)	50	\$50/hr	\$25/hr	\$25/hr	\$12.50/hr
Meeting Room 5	6	\$10/hr	\$5/hr	\$10/hr	\$5/hr
Meeting Room 6	6	\$10/hr	\$5/hr	\$10/hr	\$5/hr
Meeting Room 7	10	\$20/hr	\$10/hr	\$20/hr	\$10/hr
Meeting Room 8	10	\$20/hr	\$10/hr	\$20/hr	\$10/hr
IT Training Room	16 + Trainer	\$75/hr	\$37.50/hr	\$50/hr	\$25/hr

### ADDITIONAL FEES – On a cost recovery basis

Staff member required to be on site after Library closing hours.

Out of Hours Access - Security Guard requested to open/lock building.

Costs associated with hiring security guards required for events where alcohol is being served.

Occasional hirer administration fee.

### BOOKING AVAILABILITY

Monday - Saturday 8.30am – 10.00pm

Sunday 1.00pm – 9.00pm

Requests for bookings outside of these hours will be at the discretion of the management of Cove Civic Centre.

### APPLICATIONS FOR REGULAR BOOKINGS

Once per annum, Council will accept applications from groups seeking long-term, regular bookings eg a group that wishes to meet on the third Thursday of every month.

Groups can apply for twelve (12) months (January to December) of bookings at a time and must submit their application between 1st and 31st October each year. All interested groups will be contacted by mid-November regarding confirmation of their bookings.