



Varsity Lakes Community Resource Centre

20-28 Mattocks Rd Varsity Lakes

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COMMERCIAL	CWCB	GOVERNMENT	PRIVATE HIRE	NONPROFIT	EDUCATION
Full Commercial	Commercial with community benefit	City of Gold Coast. Qld Government and Federal Government	Private Hire	Incorporated or unincorporated associations and interest groups	Education institutions
Any hirer that is intending to solely generate a commercial profit from the activity	Any hirer that is intending to charge for an activity but where there is community benefit (low-cost activities)	Government Departments within Australia	Private use by a community member which does not generate a profit and is not open to the public	Groups which do not generate a profit from the intended hire and provide community benefit	Private or state-run education institutes

SPACE	MONTHLY	HOURLY
HALL		\$50
TRAINING ROOMS		\$30
COMMITTEE ROOM		\$30
PLAY AREA		\$22.50

INC 10% GST	INC 10% GST	INC 10% GST	INC 10% GST	INC 10% GST	INC 10% GST
\$55	\$33	\$33	\$49.50	\$20	\$33
\$33	\$20	\$20	\$29	\$11	\$20
\$33	\$20	\$20	\$29	\$11	\$20
\$25	\$15	\$15	\$22	\$10.50	\$15

BOND
(cancellations, damage & rubbish removal)

Night Hire **\$500.00**

Day Hire **\$250.00**

Key Replacement **\$150.00**

EQUIPMENT HIRE

Projector \$25.00

Projector screen \$25.00

Amplifier & Mic \$25.00

Table Tennis Table \$25.00

**Hire may be subject to security, cleaning and other associated costs.

CANCELLATIONS

More than 2 weeks in advance: A refund minus \$25 administration charge for the booking.

Less than 2 weeks in advance: No refund (if the venue takes a booking for that date a \$25 administration charge is payable and a refund will be issued)

More than 2 weeks in advance: A \$25 change of date administration charge is applicable. This is subject to availability. When submitting a date change it must be sent in writing with the new date supplied or a cancellation fee will apply.

BOOKING TIMES

Training Rooms/Boardroom/Play Space

Mon – Thur – 8:30-3:30 (including set up and pack down)

Friday 8:30 – 12pm (including set up and pack down)

Hall

Mon – Sun 7am -10pm (including set up and pack down) out of office hours hire is subject to a bond and safety induction.

****Booking times must include set up, pack down and cleaning time.**

****The venue cannot be hired for weddings, adult birthday parties or any function the VLCRC management deems unsuitable for the venue.**

****Areas must be left in the manner they were found**