



Delacombe Community Hub

Managed by the
Ballarat Neighbourhood Centre

Facility Room Hire Cost

Note:

- Please make room bookings and all enquiries via the [Ballarat Neighbourhood Centre](#). (03 5329 3273)
- Prices are GST inclusive.
- Facilities are hired by the hour or in 4 hour blocks between 9am and 10pm. Rooms must be left clean and tidy for the next group. If the Hirer requires additional time to set up/ collect items / clean up after their booking they must hire additional time. If this is not done, BNC will charge the additional time the facility is used, including weekends if the facility is not available for other groups to hire.
- You will be billed an additional **cleaning charge** if the room/s are not left clean and tidy, as you found them - floors, tables, benches, chairs etc should be cleaned and tables and chairs replaced in their original positions.
- All rubbish is to be removed by the Hirer and not left on site or in the rubbish bins.
- **A bond may be payable upon signing of the agreement which will be returned to you if there are no damages to the facility and the facility is left clean and tidy.**

The following general rules and conduct are required from any organisation or individual using the facility:

- The Hirer will organise their own insurances, permits, comply with WorkSafe obligations and other legal requirements for the event or activity they are holding.
- The Hirer is required to comply with the **Victorian Child Safe Standards**, including ensuring appropriate Working with Children Checks and other screening requirements and training.
- The Hirer will ensure appropriate **Food Safety Compliance** and hold their own business kitchen registration. **No user is permitted to rely on the Hub's Certificate of Registration.**

Hub Room	Capacity	Not For Profits		Full Rate	
		Hourly Rate	4 Hour Block (9am-1pm/ 1pm -5pm/AH)	Hourly Rate	4 Hour Block (9am-1pm/ 1pm -5pm/AH)
Meeting Room	10 People	\$ 20.00	\$60.00	\$ 30.00	\$ 90.00
Office 1	4 People	\$ 20.00	\$50.00	\$ 30.00	\$ 90.00
Office 4	2-3 People	\$ 20.00	\$ 50.00	\$ 30.00	\$ 90.00
Foyer	15 People	Free – when another room is booked and subject to availability			
Cleaning Charge		\$110.00			
Bond		\$200.00			
Weekly Hire Rate - 7 consecutive days Monday to Sunday				70% of Block Rate	