

# HIRE SPACES

At Deep Creek, we have two main areas and a smaller area available for hire. All spaces have heating and air conditioning and we will be happy to assist with ensuring the appropriate amount of furniture is available or removed for your event.

The church auditorium has removable seating for approximately 300 people as well as a projector, computers, sound desk and a stage. The entry foyer is a large, welcoming space and a parent retreat and toilets are accessible from the foyer.



The hall has an open space that can fit approximately 50 people seated. Trestle tables and chairs are available and we can bring in more chairs if required. This area has access to a full kitchen which may also be hired for an additional fee.



The hall and auditorium are upstairs and accessed by ramp or stairs. There is ground level access with double doors at the rear of the building if required. The toilet facilities consist of a ladies' bathroom (5 cubicles), a men's bathroom (2 cubicles, 3 urinals) and an accessible bathroom with a toilet with handrail and a baby change area.

The seminar room is downstairs with ground level, double door access. The room has toilets and a kitchen. It can seat between 30-40 people. Some tables and chairs are already in the room and more can be provided with notice.



## HIRE FEES

Hire area	One off hire	Ongoing weekly use (minimum 8 weeks)
Auditorium	\$90 per hour	
* Use of projector	\$50 flat fee added	
* Use of sound desk	\$30 per hour added	
Hall Hire with kitchen use	\$50 per hour	\$40 per hour
Hall Hire without kitchen use	\$40 per hour	\$32 per hour
Seminar Room	\$30 per hour	\$25 per hour

A refundable bond of \$200 is payable each time you hire the facilities. This bond will be refunded after the event, but in the event of damages occurring to the property will be used for repairs. Exceptions will be made for frequent hires who might choose to pay one bond and not have it refunded until an agreed upon time.

A contract can be emailed or posted out to fill in prior to hiring the facilities. This includes further terms and conditions namely no alcohol on premises, no loud noise or music after 11pm, taking your rubbish home with you, returning the area to the manner in which you found in (including setting up chairs that you might have moved).

If you are hiring the facilities for a personal nature and will not be charging an entry fee or receiving any revenue, you are required to purchase public liability insurance for \$60 day from our insurers via The Anglican Diocese of Melbourne. The link for that is <http://www.anglicanhalls.com.au/> When you search for the parish, just enter the suburb and select the correct option when it comes up.

If you are commercial in any way and receive monies from activities held in our premises, you should already have your public liability cover. In the instance that you do not have cover, we will be unable to assist you in hiring the facilities.