

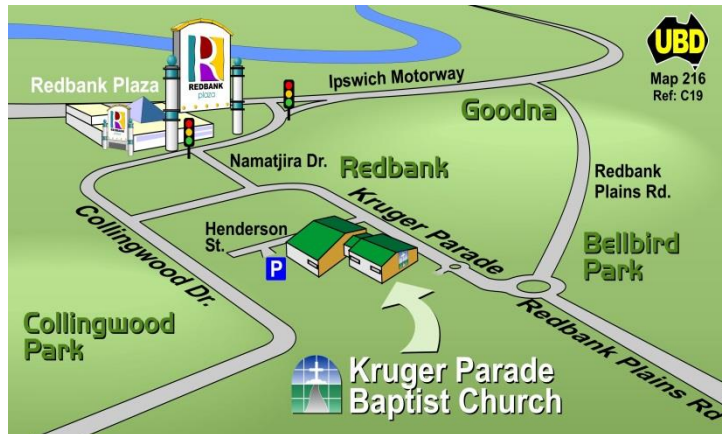
## CONTACT DETAILS

Address:  
Cnr Kruger Parade & Henderson Street  
Redbank Qld 4301

Postal Address:  
PO Box 21  
Redbank Qld 4301

Telephone:  
(07) 3814 0144

Office Hours:  
Mondays, Wednesdays, Thursdays and Fridays  
9.30am – 2.30pm during School Terms only



# HIRE SCHEDULE and TERMS AND CONDITIONS

(Current as of the 1<sup>st</sup> May 2018)



## TERMS AND CONDITIONS

*\*Please be aware that due to multiple hire and usage of the KPBC facilities – NO one group will have exclusive usage of the facilities.*

- ◆ The hirer must provide us with a current Certificate of Currency for Public Liability cover. This can be that of the organisation, or for private hiring, for their Home Policy providing the Standard Public Liability has world-wide coverage, for up to \$20 Million. Members of KPBC are exempt from this requirement.
- ◆ 2 hour minimum booking for hall and individual rooms.
- ◆ 4 hour minimum booking for Auditorium.
- ◆ Any hire arrangements are to include times needed for setting up and cleaning of the site.
- ◆ **No smoking or alcohol consumption** in the church building or grounds at any time.
- ◆ No food or drink allowed in the Auditorium.
- ◆ No chewing gum on the church premises.
- ◆ Parking is permitted only on church property in the designated car park area. We advise against parking on Henderson Street as a courtesy to our neighbouring properties.
- ◆ The hirer is to avoid unnecessary noise, which may cause disturbances to neighbouring properties.
- ◆ The premises are to be left in a clean and tidy condition:
  - (a) Toilets are to be cleaned and floors mopped.
  - (b) Kitchen (if used) is to be cleaned and the floors mopped.
  - (c) Hall is to be swept.
  - (d) All rubbish to be picked up from grounds and car park.
  - (e) All cleaning etc needs to be completed and all people off the church grounds by the end of the agreed hire.
- ◆ If cleaners are required to be called in, an extra cleaning fee will be withheld from Bond.
- ◆ All rubbish is to be placed in the skip at the rear of the church. All bulky rubbish must be removed or an additional dumping fee will be charged.
- ◆ All children under the age of 16 must be under adult supervision at all times. For ongoing hires a child safety policy must be in place.
- ◆ No playing of ball etc in the hall area.

## HIRE FEES

### Main Auditorium

\$325 (inclusive of GST) for up to 4 hours; \$75.00 per hour thereafter

### Hiring KPBC PA System Operator

\$75 for 1 operator (up to 2 hours) \$25 per hour for each additional hour.

***\*Please be aware that if the Auditorium is hired the PA system may be required. Only KPBC approved operators to use audio and video equipment.***

### Hall or Green Room Hire

\$150 (inclusive of GST) for up to 2 hours; \$55.00 per hour thereafter

*\*Access to the kitchen is inclusive with Hall or Green Room Hire, and on some occasions may need to be shared amongst other hirers.*

*\*Food safety regulations are expected to be followed.*

### Smaller Room Hire

\$110.00 (inclusive of GST) for up to 2 hours; \$40 per hour thereafter.

### Kitchen

\$15 per hour. This fee only applies when the kitchen is the only room to be used.

### Bond

\$300.00 bond payable for hire of facilities at the time of application. If the booking is not accepted, the bond will be refunded. If booking is accepted and then cancelled by the applicant within 14 days of the function, \$50 of the bond will be non-refundable

Table and chairs included in Hall Hire Fee

All breakages caused by hirer must be reported immediately to the Church, costs may be recovered.