

HAWKESBURY LEISURE & LEARNING CENTRE

114 March Street, Richmond

Bookings: 02 4578 2072

ROOM	CAPACITY	REGULAR HIRE (hourly)	CASUAL HIRE (hourly)	OTHER CONDITIONS
Activity 1	30	\$22.00	\$27.50	
Activity 2	30	\$22.00	\$27.50	
Activity 1 & 2 combined	60	\$33.00	\$41.25	50% discount on 2 nd room
Activity 3	40	\$22.00	\$27.50	
Studio	40	\$22.00	\$27.50	
Meeting Room 1	10	\$22.00	\$27.50	
Meeting Room 2	15 - 20	\$22.00	\$27.50	
Multi purpose room	20 - 25	\$22.00	\$27.50	
*Café /lounge / courtyard	100		\$55.00	only hired after 4.00pm

Each room supplied with tables & chairs for 6-8 people. Most rooms have ZIP continuous hot water heaters for tea / coffee. The building is disability accessible.

OTHER CHARGES		REGULAR HIRE	CASUAL HIRE	OTHER CONDITIONS
Full Day Hire	(all rooms)	\$200.00	\$200.00	
Weekend Hire Surcharge	(all rooms)	25%	25%	
Crockery / Cutlery	0 - 100 people	\$50.00	\$50.00	per day
Crockery / Cutlery	> 100 people	\$100.00	\$100.00	per day
Data Projector / Screen		\$50.00	\$50.00	per day

- GST:** All prices are inclusive of GST
- Key Bond:** If keys are issued a refundable bond of \$100 per key applies
- Deposit:** Bookings in excess of \$100 require a holding deposit of \$100
- Payment:** Full payment required 7 days prior to hire, or at booking if less than 7 days.

Please see our "Community Facilities: Terms & Conditions of Use" for the full terms & conditions of use.

Please note: Peppercorn Services Incorporated is a Not for Profit organisation and a registered charity. Fees levied for room hire at the Hawkesbury Leisure & Learning Centre support the running costs of the Centre.

The Hawkesbury Leisure and Learning Centre is owned by the Hawkesbury City Council. Peppercorn Services Incorporated is the delegated manager of the Centre.