



EASTBOURNE PRIMARY SCHOOL Hall Hire Policy

Hire Fee

This hire fee is required to cover the costs of regular cleaning and utilities.

Category A: Small, non-profit group use/ hire (up to 15) e.g. sporting, drama practice.

Category B: Meetings, lecture, church groups, small social functions.

Category C: Businesses.

Rates are as follows:

Category A: \$35.00 per week including GST

Category B: \$50.00 per week including GST

Category C: \$80.00 per week including GST

Use of Kitchen: \$20.00

Bond

All Hirer's are required to pay a Security Deposit on or before the Commencement Date.

Rates are as follows:

Category A & B: \$200.00 including GST

Category C: \$500.00 including GST

Penalties

A \$200 Fee will be charged, as well as possible loss of security deposit as a penalty for any of the following:

- Lights left on
- Failure to secure building
- Cancellation less than six weeks before function
- Extra Cleaning
- Damage (Full cost to be paid by the hirer)

For any of the above, the cost incurred to the school will be charged to the identified organisation.

This policy was last ratified by School Council in August 2023