

Macedonian Community of WA (Inc)

**Cnr Macedonia Place & Albert Street, North Perth
PO BOX 12, NORTH PERTH WA 6906**

**Licensee and Center Manager: Philippe Kordics
Telephone: 9328 7852
Email: admin@macedoniawa.com.au**

HALL HIRE

SHORT TERM HALL HIRE PRICE LIST (January 2017)

(All prices are GST inclusive)

GROUND FLOOR / LICENSED (NO BYO)

MAIN HALL

\$950.00 Hire (including kitchen)

\$850.00 Hire (Members)

\$800.00 Bond/Deposit

LESSER HALL

\$450.00 Hire (deducts listed below not applicable)

\$350.00 Hire (Members)

\$800.00 Bond/Deposit

UPPER LEVEL/ NOT LICENSED

MAIN HALL

\$1200.00 Hire (including kitchen)

\$1100.00 Hire (Members)

\$800.00 Bond/Deposit

LESSER HALL

\$700.00 Hire (including kitchen)

\$600.00 Hire (Members)

\$800.00 Bond/Deposit

**Note: If hiring mid-week (Mon-Thurs) deduct \$150 from Hire Rate.
If hiring without use of kitchen deduct \$100 from Hire Rate**

GENERAL TERMS & CONDITIONS OF HALL HIRE

All reservations and agreements made are subject to the rules and regulations of the Macedonian Community of WA (Inc)

1 Definitions

Hirer - means the person or organization requiring hall hire

Event – means the function to be held or purpose for which hall hire is required

Bond– means the amount of money paid by Hirer as security in respect of hiring the hall and subject to conditions stated herein

- 2 The Hirer shall be liable for any damage done to the premises as a result of the Event and shall be charged for repairs, labour or replacement as deemed necessary by the Center Manager.**
- 3 The Macedonian Community shall not accept any responsibility for the damage to or loss of any property left in the center prior, during or after an Event.**
- 4 The \$800.00 Bond/Deposit shall be paid within fourteen days of booking an Event. The Bond is intended to cover costs incurred should there be a need to repair or replace any items damaged and/or should extraordinary cleaning be required resulting from the Event. The Bond amount may be varied at the discretion of the Centre Manager depending on the type of Event and/or duration of hire.**
- 5 FULL PAYMENT OF HALL HIRE IS REQUIRED NO LESS THAN 14 DAYS PRIOR TO THE EVENT.**
- 6 The Bond will be refunded within 14 days after the Event subject to return of the hall access keys and inspection by the Center Manager. If there is any reason why the full amount of the Bond will not be refunded, the Hirer will be notified in writing citing the reasons.**

- 7 **The Kitchen and Hall must be left clean and tidy otherwise a cleaning fee will be deducted out of the Bond. The Kitchen floor must be swept and mopped at the end of the Event and ALL rubbish placed in the bins provided. Additional cleaning, if required, will be charged at \$50.00 per hour.**

- 8 **ALL TABLES AND CHAIRS THAT ARE REARRANGED MUST BE PUT BACK IN THEIR ORIGINAL LOCATION.**

Note: Tables and chairs are not to be dragged as this scratches the wooden floor and damages the carpet. Any noticeable damage will incur a repair charge.

- 9 **If the Hirer cancels a booking:**
a) less than 30 days before the hire date, a cancellation fee of \$150.00 will apply
b) less than 14 days before the hire date, a cancellation fee of \$600.00 will apply

- 10 **Privately catered function require Caterers to provide a Certificate of Currency for Public Liability. This can be emailed to admin@macedoniawa.com.au seven (7) days prior to the Event.**

- 11 **UPPER HALL ONLY. An occasional license must be obtained from the Department of Gaming, Racing and Liquor if alcohol is intended to be sold at the Event. For an Event where alcohol will be sold, persons engaged to run the bar must be in possession of a 'Responsible Service of Alcohol Certificate'. Copies of these certificates must be sent to the Center Manager at least fourteen days prior to the Event. Failure to do so will result in cancellation of the Event and a cancellation fee of \$600.00 will apply. Alcohol must not be consumed outside the premises.**

GROUND FLOOR HALL. The bar situated on the ground floor is FULLY LICENSED (NO BYO).

All beverages must be purchased from the licensed bar.

- 12 **Due to liquor Licensing Laws, the Event must conclude by 12:00am (midnight) sharp i.e. stop providing/selling alcohol and playing music. The premises to be promptly vacated thereafter.**

- 13 To receive member discount benefits the hirer must be a current financial FULL member at the time of the booking.
- 14 In the case of Christenings, Weddings and Funeral Wakes, members who do not use our Church cannot take advantage of member rates.
- 15 Funeral Wakes /Christenings using in-house catering.
The listed hall hire fees will not apply. FREE HALL HIRE.
- 16 Funeral Wakes / Christenings using external catering.
The listed hall hire fees shall apply.
- 17 Long term hall hire rates and conditions shall be by negotiation and subject to approval by Management Committee of the Macedonian Community of WA (Inc).
- 18 It is recommended that a copy of these conditions be given to any person involved in organizing the Event.
- 19 In signing below, the Hirer acknowledges acceptance of the General Terms & Conditions of Hall Hire stated above.

HIRER

Date(s) of Hire:

Hall(s) Hired:

Price of Hire:

Hirer's Name:

Hirer's Contact Details:

Signed:

Date:

CENTER MANAGER

Name:

Signed:

Date:

