

OKAIHAU COMMUNITY HALL HALL HIRE CHARGES

	MAIN HALL	SOCIAL ROOM	MEETING ROOM	KITCHEN
Half Day (daytime) 8am-12 noon 12 noon – 5pm	\$30	\$30	\$15	\$35
Whole Day (daytime) 8am-5pm	\$60	\$60	\$30	\$70
Evening 5pm-midnight	\$80	\$60	\$30	\$35
Setup / Cleanup Access for these tasks outside of the booking hours	\$30 for each			

NB: Where a booking will cross over several booking periods (half-day & evening periods) but not take up more than half of each individual period the total rate may be negotiated, after discussions with the Hall Booking Officer.

PENALTIES

If any aspect of cleaning is unsatisfactory or breaches the above conditions occur, further use of the hall may be refused.

KEYS

1. Any new regular user holding a hall key will be charged \$20 per key for access to the Okaihau Community Hall.
2. This hall-key charge will be refunded on return of the key(s)
3. If a key is lost a replacement fee of \$30.00 per key will be imposed, and will not be refundable.

BOND

A bond of \$100.00 is required for all hire except for long term established bookings. Bond to be paid prior to commencement of the booking.

If a liquor or BYO licence is required the bond is increased to \$200.

The bond is refunded when the caretaker has checked that no breakages or damage has occurred and that cleaning has been done satisfactorily. Bond will be refunded to the bank account stated on the hire-document.

SETUP

At the discretion of the hall booking officer, hirers may be able to come in prior to the event and set up for functions, or after the event to cleanup. Each of these (setup and cleanup) will incur a flat-rate cost of \$30, unless otherwise arranged with the hall booking officer in advance.

This fee may be negotiated or waived for regular or long-term hall users, or at the discretion of the Hall Booking Officer.

It may be possible to make arrangements to check the hall before hiring to be sure of the conditions of cleanliness etc.