

Hillcrest Community Centre

Hire Fees 1 January to 30 June 2019



Phone: 8405 6704

Email: steve.lawrie@cityofpae.sa.gov.au

Hire Fees—Hourly Rate	MEETING ROOMS, OUT- REACH OFFICE, CRECHE, KITCHEN	HALL
Category 1	\$16.00 per hour	\$25.00 per hour
Category 2	\$12.00 per hour	\$18.75 per hour
Category 3	\$8.00 per hour	\$12.50 per hour
Category 4	\$4.00 per hour	\$6.25 per hour
Category 5	\$0.00 per hour	\$0.00 per hour

Hourly Rate - Monday to Thursday 8.00am to midnight and Friday, Saturday, Sunday and Public Holidays 8.00am to 5.00pm

Other Charges	
Key Deposit	\$55.00 per key
Bond – Low Risk	\$330.00 per hire
Bond – High Risk	\$550.00 per hire
Lost Key Fee	\$55.00 per key
Call-out fee resulting from hirer not following instructions	\$165.00
Non-complying hire cleaning fee	\$300.00

Note

- ◆ Hire is subject to agreement of Conditions of Hire
- ◆ Period of Hire must include time for you to set up and pack up, and arranging for equipment to be delivered or collected.
- ◆ Hire includes use of tables, chairs and kitchen facilities. You must supply your own crockery, cookware, glasses, cutlery, bin liners, sponges, dish detergent, cleaning products.
- ◆ Refunds of Bond and Key Deposit(s) will be processed within 15 working days of returning your key as long as all obligations under the Conditions of Hire are fulfilled, and where the Council is satisfied that there is no damage and the facility has been left in a clean and tidy state.

Fee Structure

Category 1	Meets Local Status Criteria	Fee
Private hire, not open to the public , don't live in Council area	No	100%
Commercial (i.e. for profit enterprises engaged in usual business activities)	No	
State/School or Federal Government Agency	No	
Provide activities for local residents (e.g. sport / wellbeing) and charge over \$8.00 per person per session	Not applicable	
Category 2		
Live in council area and not open to the public	Yes	75%
Commercial (i.e. for profit enterprises engaged in usual business activities)	Yes	
State/School or Federal Government Agency	Yes	
Provide activities for local residents (e.g. sport / wellbeing) and charge under \$8.00 per person per session	Not applicable	
Community group, not incorporated	No	
Not for profit (incorporated)	No	
Fundraising event (eg. quiz night)	No	
Category 3		
Not for profit (incorporated)	Yes	50%
Community group, not incorporated	Yes	
Fundraising event (e.g. quiz night)	Yes	
New group looking to establish (max. 1 year)	No	
Category 4		
New group looking to establish (max. 1 year)	Yes	25%
Category 5		
Registered Charity providing services for local residents	Yes	0%
Registered Charity fundraising when monies are for Council residents benefit	Yes	
Council partnership agreement	Not applicable	
Existing senior citizens group (ie had a hire agreement in 2018 or prior)	Yes	

- *Local status – Refers to the hirer residing in or having a registered business and/or postal address within the City of Port Adelaide Enfield boundaries.*
- *Community group – Refers to an association of people with common aims and objectives that meets regularly and where participation is open to the community. A community group is not for profit and may or may not be incorporated.*
- *Hirers seeking charge of any category other than Category 1 must provide documentation of evidence as requested.*