



## MACLEAY ISLAND PROGRESS ASSOCIATION Inc.

ABN 57 220 579 540

### HALL AND FACILITIES

Capacity for approx. 80 +guests	Bar / Double Door Bar fridge/sink
Trestle tables x 30	Timber Floor
Chairs x 110	Stage
Entrance Pergola and Verandah	Crockery, Cutlery& Glasswear – setting for 100 guests
Kitchen	Double Door Commercial Fridge (Kitchen and Bar)
Commercial Dishwasher	Ceiling Fans
Gas Cooktop/Electric oven	Hot water boiler urn/Kettle
Microwave & Air Fryer/oven	Sink
Portable PA System (Bluetooth)	Outside grassed area
Projector and Screen	Toilets
Classic crockery and cutlery is available for use at private events see below	
White tablecloths / Serviettes / Event Bollards and Red Carpet etc / Greenery-Trees	

### ACCESSIBILITY

Independently accessible path from road and disability parking outside
Door location front and rear off verandah
Main Entry Door Width 1.1 metres

### HIRE CHARGES

Commercial Events	Casual rate, up to 8 hours per day	\$30 per hour
[1] Private Events/Community groups	Casual rate, up to 8 hours per day	\$20 per hour
[2] Not For Profit / Charities		
Booking fee paid at time of booking		\$35.00
Projector/PA system Hire and setup		\$50
Hire of Classic crockery and cutlery	Packages available	POA
Security Bond	Fully refundable if left clean, tidy and no damage	\$250
Packages available for Functions	Incl crockery- linen-other items	POA
Classic crockery, cutlery & glassware	Breakages	Dinner plate \$15 Other/glassware \$5



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### **CLEANING FEE**

If your booking includes consumption of food and/or drinks, a cleaning fee of \$250 will apply.

Please note, this fee is not negotiable and is not eligible for discount.

### **COMMERCIAL VENDORS**

If you have arranged or plan to arrange a commercial vendor to provide a service at the hall, we will require a copy of their Public Liability Insurance Certificate of Currency valid for the booking date and for a sum insured of \$20 million dollars.

#### **[1] Private Events/Community groups**

Clubs or interest groups which are unincorporated and do not generate a profit (Eg. Chess clubs, community meetings, craft groups)

#### **[2] Not For Profit / Charities**

Required Evidence for Not for Profit incorporated associations and/or Registered Charities

Certificate of Incorporation, or Registration with Australian Charities and Not for Profit Commission (ACNC). For events where moneys are intended to be raised on behalf of charities, a letter from said charity must be provided as evidence of proposed fundraising activities.