



## 2018 Black Box Hire Charges

Minimum booking time is 1hr during the day and 3hrs for evening bookings after 5pm  
 All Burrinja staff are charged at a minimum of 3 hrs. Penalty rates will apply to public holidays and time worked after midnight.

Room will **not** be set up unless requested

Ensure times booked include your setting and packing up time

All prices subject to GST

All prices are subject to change without notice

	<b>Not for Profit Groups</b>	<b>Community i.e Dance/Calisthenics/ Schools/ Local Government</b>	<b>Commercial and Private Functions</b>
<b>Venue Cost</b>	<b>Per hour</b>	<b>Per Hour</b>	<b>Per Hour</b>
<b>Daytime 9am – 5pm</b>	\$27	\$41	\$59
<b>Evenings from 5pm</b> includes a duty manager	\$54	\$63	\$93
<b>Room set up charge if required</b>	\$40 flat rate	\$45 flat rate	\$55 flat rate
<b>Equipment</b>			
Projector	\$25 flat rate	\$25 flat rate	\$25 flat rate
<b>Staffing</b>			
	Technician available on request  Duty Manager: \$44p/hr Technician: \$44p/hr Ushers: \$36p/hr	Technician available on request  Duty Manager: \$44p/hr Technician: \$44p/hr Ushers: \$36 p/hr	Technician available on request  Duty Manager: \$44p/hr Technician: \$44p/hr Ushers: \$36 p/hr

Ticketing if required			
<p>Includes: website listing Phone, online and in person service Box office staff for event</p>	<p>\$2.25 per ticket sold \$1.00 per complimentary ticket issued</p> <p>If ticket structure set includes tickets \$35 or over \$3.50 per ticket sold \$2.00 per complimentary ticket issued</p>	<p>\$2.25 per ticket sold \$1.00 per complimentary ticket issued</p> <p>If ticket structure set includes tickets \$35 or over \$3.50 per ticket sold \$2.00 per complimentary ticket issued</p>	<p>\$3.50 per ticket sold \$2.00 per complimentary ticket issued</p>
Catering			
<p>For events where no entry fee has been charged or no money is exchanging hands for services/goods then BYO alcohol is permitted subject to management approval</p>	<p>Self-serve Tea and Coffee station \$3 per person</p> <p>Use of Urn/cups/glasses etc 50c per person if not washed up by hirer</p> <p>Events can be self-catered or Burrinja can source catering for you</p>	<p>Self-serve Tea and Coffee station \$3 per person</p> <p>Use of Urn/cups/glasses etc 50c per person if not washed up by hirer</p> <p>Events can be self-catered or Burrinja can source catering for you</p>	<p>Self-serve Tea and Coffee station \$4 per person</p> <p>Use of Urn/cups/glasses etc 50c per person if not washed up by hirer</p> <p>Events can be self-catered or Burrinja can source catering for you</p>