

Schedule of Fees - Technical Equipment & Services 1011

Kingston Arts Centre & Kingston City Hall		
Equipment/Services	Rates	Duration
Data Projector & Screen HALF DAY	\$122.00	Per Hire/Function
Data Projector & Screen FULL DAY	\$238.00	Per Hire/Function
Laptop HALF DAY	\$64.00	Per Hire/Function
Laptop FULL DAY	\$122.00	Per Hire/Function
TV/Video/DVD	\$21.00	Per Hire/Function
Electronic Whiteboard	\$21.00	Per Hire/Function
Overhead Projector	\$16.00	Per Hire/Function
Flipchart (includes paper)	\$11.00	Per Hire/Function
Microphones (lapel or cordless)	\$16.00 each	Per Hire/Function
Microphone (corded)	\$6.00	Per Hire/Function
Portable P.A. System (includes Set Up) Kingston Arts Centre	\$53.00	Per Hire/Function
Upright Piano (Workshops Only)	\$11.00	Per Hire/Function
Kawai Grand Piano (Theatre Only)	\$75.00	Per Hire/Function
Pro Rata Lighting (Kingston Arts Centre Theatre performances/Rehearsals only) (Includes 2 x standard microphones & standard stage wash)	\$80.00	Per Hire/Function

Technician Charges (3 hour minimum call)	\$47.00	Per Hour / Per Technician	
Basic Audio Lighting Charge – Kingston City Hall (Includes 2 x microphones on stands, standard stage wash & basic audio) <i>Standard</i>	\$510.00	Per Hire/Function	
Monitor/Foldback System – Kingston City Hall <i>Standard</i>	\$820.00	Per Hire/Function	
Additional Audio/Lighting (Enquire on application for available equipment)	POA	Per Hire/Function	
Event Security As determined by Kingston Arts Centre & Kingston City Hall management and dependant upon type of event and event capacity. Monday to Sunday Public Holidays (surcharges apply – rates dependant on specific date)	\$46.00 \$46.00 + public holiday surcharge	Per Guard/ Per Hour Per Guard/ Per Hour	
Ticketing Bulk Print Full Box Office Ticketing	Community .40c/ ticket \$1.50/ticket	Commercial .50c/ ticket \$2.50/ticket	Additional charges apply for Ushers/Box Office staff Please refer to Ticketing Agreements
Bar Staff / Ushers / Box Office staff (minimum 3 hours) Monday to Friday Saturday to Sunday Public Holidays	\$32.50 \$37.50 \$75.00	Per Staff/ Per Hour Per Staff/ Per Hour Per Staff/ Per Hour	
Wurlitzer Organ & Grand Piano (Kingston City Hall) - For Use in connection with a hall function - For practice/casual use to approved players (Note: Practice/casual use between 9.00am and 4.30pm Monday to Friday – subject to availability of venue. For safety purposes, 2 people must be in attendance)	\$60.00 \$20.00	Per Hire/Function Per Hour	
Other related fees & charges			
Services	Rates	Duration	
Duty Manager - One Duty Manager is provided with the venue hire fees - Extra attendants may be required at the discretion of the booking coordinator in which the hirer will be charged accordingly	Duty Manager supplied	Per Hire/Function	

Services cont.	Rates	Duration
Hourly Rates after block periods of hire (relates to Kingston City Hall) Monday to Thursday Friday to Saturday <i>(Note: Management consent required for hire periods beyond 1.00am)</i>	\$200.00 \$250.00	Per Hour Per Hour
Bump In/Out (relates to Kingston City Hall) Monday to Thursday Friday to Saturday <i>(Note: Public Holiday surcharge 15%)</i>	\$250.00 \$250.00	Per Hire/Function Per Hire/Function
Damage Bond – payable by all hirers of Kingston City Hall - For known regular hirers - For one off hirers (at the discretion of the bookings coordinator) - For Rock Concerts etc	\$600.00 \$1500.00 \$1500.00 (minimum)	Per Hire/Function Per Hire/Function Per Hire/Function
Rehearsals & Decorating – Same Day of Function Hire - No charge for same day rehearsal & decorating provided the venue is not in use	No charge	Per Hire/Function
Rehearsals & Decorating – Other Times (minimum 4 hours) - 9.00am to 4.30pm Monday to Friday (subject to availability and at discretion of bookings coordinator) - Weekends/Weeknights/Public Holidays	\$125.00 Full Hire Fees Apply	Per Hour Refer to Schedule of Fees - Venue Hire
APRA License Fees - If music is played or performed where an entry fee is not charged	\$21.00	Per Hire/Function
Public Liability Insurance All hirers are required to provide Public Liability Insurance cover to \$10M. If a hirer already has P/L cover to \$10M, a copy of the current Certificate of Currency must be submitted with extension to cover Council as principal. Alternatively coverage can be arranged through Council for Not for Profit and other groups that are eligible at determined rates.	Discuss with Coordinator upon booking your event/function	Per Hire/Function
NOTE: Qualifying Groups may be able to apply for discounted rates. Please discuss when making enquiries about a booking to determine whether you qualify for a discounted rate. Discounted rates DO NOT apply on Public Holidays. Public Holiday surcharge on Venue Hire 15% Discounted rates DO NOT apply to Kingston City Hall rates for bookings from Friday to Sunday.		