



Schedule of Fees - Technical Equipment & Services 11/12

Kingston Arts Centre & Kingston City Hall		
Equipment/Services	Rates	Duration
Data Projector & Screen HALF DAY	\$63.00	Per Hire/Function
Data Projector & Screen FULL DAY	\$122.00	Per Hire/Function
Laptop HALF DAY	\$50.00	Per Hire/Function
Laptop FULL DAY	\$100.00	Per Hire/Function
TV/Video/DVD	\$22.00	Per Hire/Function
Electronic Whiteboard	\$22.00	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	\$55.00	Per Hire/Function
Kawai Grand Piano (Theatre Only)	\$77.00	Per Hire/Function
Pro Rata Lighting (Kingston Arts Centre Theatre performances/Rehearsals only) (Includes 2 x standard microphones & standard stage wash)	\$82.00	Per Hire/Function
Technician Charges (3 hour minimum call)	\$48.00	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>	\$525.00	Per Hire/Function
<i>NFP</i>	\$315.00	Per Hire/Function

Monitor/Foldback System – Kingston City Hall <i>Standard</i> <i>NFP</i>	\$845.00 \$507.00	Per Hire/Function				
Additional Audio/Lighting (Enquire on application for available equipment)	POA	Per Hire/Function				
Kingston City Hall Kitchen For use with Grand Hall event For use with Banquet Room event	\$510.00 \$205.00	Per Hire/Function 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) Security Two-Way Radio (Used on most events – One per guard)	\$46.00 \$46.00 + public holiday surcharge \$18.00	Per Guard/ Per Hour Per Guard/ Per Hour Per Radio				
Ticketing Bulk Print Full Box Office Ticketing	<table border="1"> <tr> <td data-bbox="1339 715 1518 850">Community</td> <td data-bbox="1518 715 1709 850">Commercial</td> </tr> <tr> <td data-bbox="1339 783 1518 850">.40c/ ticket \$1.50/ticket</td> <td data-bbox="1518 783 1709 850">.50c/ ticket \$2.50/ticket</td> </tr> </table>	Community	Commercial	.40c/ ticket \$1.50/ticket	.50c/ ticket \$2.50/ticket	Additional charges apply for Ushers/Box Office staff Please refer to Ticketing Agreements
Community	Commercial					
.40c/ ticket \$1.50/ticket	.50c/ ticket \$2.50/ticket					
Bar Staff / Ushers / Box Office staff (minimum 3 hours) Monday to Friday Saturday to Sunday Public Holidays	\$33.50 \$38.50 \$77.00	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 <i>(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)</i>	\$50.00 \$20.00	Per Hire/Function Per Hour				
Other related fees & charges						
Services	Rates	Duration				
Duty Manager <ul style="list-style-type: none"> - 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				

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 Additional hours outside of block rates of hire for booked events	\$125	Per Hour 4 hour minimum
Damage Bond Known regular hirers One off hirers Rock Concerts, Underage Events, High Risk For events using the kitchen	\$600 \$800 - \$1500 \$1500 \$800 - \$1700	Per Hire/Function Per Hire/Function Per Hire/Function Per Hire/Function
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>	\$205.00 \$255.00	Per Hour Per Hour
Bump In/Out (relates to Kingston City Hall) Monday to Thursday – 8am to 5pm Friday to Saturday – 8am to 5pm Longer Bump In/Out times will incur additional charges <i>(Note: Public Holiday surcharge 15%)</i>	\$255.00 \$255.00	Per Hire/Function Per Hire/Function
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. Public Holiday surcharge on Venue Hire 15% <i>All rates inclusive of GST.</i>		