



VENUE HIRING PRICE LIST 10/11

The City of Newcastle is committed to a sustainable future; as such your event will incur an environmental levy charge of \$11.00 per day.

MEETING ROOM HIRE RATES	MON – FRI		SATURDAY		SUNDAY	
	Half Day <4.5 hrs	Full Day >4.5 hrs	Half Day <4.5 hrs	Full Day >4.5 hrs	Half Day <4.5 hrs	Full Day >4.5 hrs
Ground Floor – Waratah Room	\$170.00	\$250.00	\$240.00	\$355.00	\$270.00	\$395.00
Ground Floor – Newcastle Room	\$195.00	\$285.00	\$270.00	\$395.00	\$300.00	\$450.00
Ground Floor – Banquet Room	\$390.00	\$580.00	\$545.00	\$810.00	\$630.00	\$945.00
First Floor – Mulubinba Room	\$300.00	\$455.00	\$420.00	\$620.00	\$485.00	\$725.00
First Floor - Cummings Room	\$335.00	\$505.00	\$470.00	\$710.00	\$535.00	\$790.00
First Floor – Concert Hall & Cummings Room	\$690.00	\$1,030.00	\$1,100.00	\$1,100.00	\$1,310.00	\$1,310.00
Second Floor – Hunter Room	\$335.00	\$505.00	\$470.00	\$705.00	\$530.00	\$800.00
Entire Ground Floor : <i>Waratah / Newcastle & Banquet Rooms</i>	N/A	\$1,115.00	N/A	\$1,560.00	N/A	\$1,790.00
Entire First Floor : <i>Cummings / Mulubinba Rooms / Concert Hall</i>	N/A	\$1,485.00	N/A	\$1,720.00	N/A	\$2,035.00
Entire Centre: <i>Waratah / Newcastle & Banquet Rooms Cummings / Mulubinba Rooms / Concert Hall Hunter Room & Balcony</i>	N/A	\$3,105.00	N/A	\$3,985.00	N/A	\$4,625.00

DEPOSIT

Venue Hire	Between \$0 - \$4625	Between \$4625 - \$10,000	Above \$10,000
Payment (<i>Upon Confirmation</i>)	Full Venue Hire Payment	50% of the Venue Hire	25% of the Venue Hire
Final Payment	Invoiced post event		

CANCELLATION POLICY - Cancellations must be in writing and posted, faxed or emailed to Newcastle City Hall.

EVENT CANCELLATION

0 – 90 days	Forfeiture of full venue hire
91 – 365 days	The City of Newcastle will refund 50% of venue hire
366 days onwards	Full venue hire will be refunded

CONFERENCE CANCELLATION

Please note that a Conference is any booking that constitutes more than one room and is longer than a single day in duration.	
0 – 365 days	Forfeiture of full deposit