



Hire charges

2021

Day hire:

- * **\$15.00** per hour – minimum 2 hour booking
- * **\$60.00** per morning (7am-12.00pm), afternoon(12.00pm-5.00pm), or evening(5.00pm-10.00pm) session

Wedding hire:

- * **\$200.00** per day
 - Includes set-up, day of wedding and pack-up
 - Please note an additional cost will be incurred if hired items are to be collected the following day

Terms and conditions for hire of The Old Witta School Community Centre (OWSCC):

- * 50% deposit is required at time of booking
- * Maximum of 80 people per event/booking
- * Deposit will not be refunded if less than 2 weeks' notice of cancellation is given for bookings of 1 full day or longer
- * Evening bookings – excess noise/ amplified music must cease by 10.00pm

Please note: If you are charging entry to an event you must provide evidence that you have your own personal public liability insurance

The school **MUST** be left in the condition it was hired out:

Kitchen

- * Benches wiped down
- * All appliances used wiped and cleaned
- * Appliances all turned off, with the exception of the refrigerators
- * Plates/crockery washed and put away
- * Dishwasher – clean and emptied
- * All rubbish/bins to be emptied into the council bins

School building

- * Floors to be swept and mopped (including kitchen)
- * Windows and doors must be locked
- * Lights and fans turned off
- * Any excess rubbish to be removed and placed in council bins

Toilets

- * Left neat, clean and locked