

Brown Hill Community Hall Fees - 2019

Monday to Friday				
	Main Hall		Meeting Room 1	Meeting Room 2
	Day groups (before 5pm)	Night groups (after 5pm)	Day/Night Flat rate	Day/Night Flat rate
Regular users	\$12 / hour	\$20 / hour	\$12 / hour	\$12 / hour
All other users	\$25 / hour	\$25 / hour	\$12 / hour	\$12 / hour

Weekend (After 5pm Friday and before 10pm Sunday) Includes full use of all facilities, e.g. Main hall, kitchen & meeting rooms. \$500 Bond	
Regular users	\$25 per hour plus 50% of bond
All other users	\$35 per hour plus full bond

Public Liability Insurance

All users **MUST** have Public liability insurance or have purchased through the City of Ballarat website.

To purchase Casual Hirer Insurance, the online application must be completed at least two weeks prior to the event along with payment of the fee.

The application can be found through the City of Ballarat's eservices website <https://eservices.ballarat.vic.gov.au> selecting **Application Lodgement** and choosing the Public Liability Insurance Casual Hirer Application.

Hirers who hold their own annual public liability insurance do not require this cover – they need only to provide evidence of their policy number, expiry date, sum insured and the name of their insurer.

This cover is available to Community Groups and non-for-profit groups and individuals. The coverage is not available for commercial entities who will need to provide evidence of their own Public Liability Policy. If you are unsure about eligibility of coverage please contact Council's Insurance team on 5320 5706.

All users **MUST email** evidence of their public liability insurance to hall@brownhill.vic.au **prior** to the event.

Conditions of Hire

All user **MUST** sign and accept the Conditions of Hire agreement which can be found on the Brown Hill HUB website <https://www.brownhill.vic.au/hall/download-forms/>

All users **MUST email** evidence of their Conditions of Hire agreement to hall@brownhill.vic.au **prior** to the event.