

Bowral Memorial Hall

Bendooley Street, Bowral

Venue Capacity: 300 patrons

Hall Contains

24 tables (900mm x 1800mm)
100 plastic chairs
Ducted gas heating
Toilets (male, female & disabled)
All windows have curtains
Small foyer entrance
Hirer's Bin
Upright piano
3-phase power

Kitchen Contains

1 x Fridge
2 x Gas Stoves
Electric Pie Heater
Crockery & Cutlery
Hot Water Urn
Double Sink
Cupboard Space

Supper Room

1 x Gas Heater

Stage

Curtain
Lighting Control
Change Rooms
PA System
Grand Piano

Fees & Charges for the 2009/10 Financial Year	Inc. GST
Insurance - Council's Public Liability (for casual one-off hire, excludes business incorporated bodies and sporting organisations)	\$44.00
Hall Hire (hourly rate for hall hire)	
Day including Kitchen, Stage and Supper Room	
Per hour – 8:00am to 6:00pm	\$38.00
Evening (hourly rate for hall hire)	
Per hour – 6:00pm to midnight	\$65.00
Per hour – after midnight	\$115.00
Per Hour – Non profit community event or fundraiser (upon application)	\$15.00
Supper room hire only	
Per hour – 8:00am to 6:00pm	\$19.00
Per hour – 6:00pm to midnight	\$23.00
Per hour – after midnight	\$57.00
PLUS Cleaning Fee	\$75.00
Regular Users Discount	
For fortnightly or more frequent hirers (discount applicable to hire fee only)	25% discount

Please note that the Bowral Memorial Hall is not available for Commercial Hire.

For bookings or enquiries please contact:

Administration Officer
Civic Centre, Elizabeth Street
Moss Vale NSW 2577
Ph: (02) 4868 0880
Fax: (02) 4869 2405
e-mail: tannia.andrews@wsc.nsw.gov.au

Additional Information

- Switch for ducted gas heating system is located on the stage lighting board and a key is required for operation.
- All rubbish must be removed from the hall upon completion of hire.
- The hall must be left in a clean and tidy condition, as found.
- There is no access to the catwalks above the stage
- Keys can be collected from the Civic Centre prior to hire date and must be returned on the next business day.
- All lights must be switched off before leaving hall.
- The main light switchboard is in the entry foyer with a duplicate panel located on right-hand side of stage.
- Additional stage lighting is not to be used, arrangements will need to be made at the hirer's cost for stage lighting through an external company.
- There is a 415v five-pin plug outlet on the stage lighting board.
- All tables and chairs need to be stacked and stored in supper room upon completion of hire.
- Additional seating will need to be arranged through an external company at the Hirer's expense.
- Ducted heating located in Plant room under stage – must be turned off before leaving. The Hall does not have air-conditioning.
- The lighting will take a few minutes to warm up – please be patient.
- Council promotes responsible service of alcohol. Under age drinking and supplying alcohol to persons under the age of 18 is prohibited by law. The sale of alcohol is prohibited without obtaining a licence from Wingecarribee Shire Council.
- The Bowral Memorial Hall is a designated Smoke Free Environment and smoking is prohibited in all areas.

