

Darebin Arts Centre

Hire Fees and Charges July 2017 – June 2018

All rates are GST inclusive unless indicated.

Room Rates

Catering, equipment hire and staffing are not included with the room rate, please contact us to discuss your requirements.

Self-catering and BYO alcohol is not permitted at the venue.

Standard Rates	Square Metres	Room Capacity	4 Hour Minimum	8 Hour	12 Hour	Additional Hour
Grevillea	425	250	\$400	\$700	\$1000	\$120
Jacaranda/ Grevillea Half	200	120	\$250	\$450	\$650	\$80
Acacia	162	120	\$277	\$498	\$708	\$90
Studio	112	60	\$220	\$360	\$490	\$65
Waratah	48	20	\$150	\$200	\$300	\$50
Banksia Foyer	50		\$150	\$200	\$300	\$50
Foyer	450		\$280	\$560	\$800	\$100
Full Venue (ex Theatre)			n/a	\$2900	\$3500	\$350
Theatre		385	\$672	\$1344	\$2016	\$168

Community /NFP Rates*	Square Metres	Room Capacity	4 Hour Minimum	8 Hour	12 Hour	Additional Hour
Grevillea	425	250	\$216	\$390	\$560	\$72
Jacaranda/ Grevillea Half	200	120	\$165	\$275	\$400	\$60
Acacia	162	120	\$165	\$275	\$385	\$56
Studio	112	60	\$110	\$190	\$290	\$45
Waratah	48	20	\$67	\$123	\$175	\$33
Banksia Foyer	50		\$67	\$123	\$175	\$33
Foyer	450		\$165	\$277	\$400	\$57
Full Venue (ex Theatre)			n/a	\$1300	\$2050	\$250
Theatre		385	\$672	\$1344	\$2016	\$168

*Evidence of NFP status required to obtain these rates.

Staffing Rates

Role	3 Hour Min	Per Hour
Performance Staffing – Non-ticketed events and competitions	\$630	\$210
Performance Staffing – Ticketed events (<i>replaces former 'performance fee'</i>)	\$840	\$280
Venue Services Staff (Business Hours) – Per staff member	\$171	\$57
Venue Services Staff (After Hours) – Minimum staffing per hour	\$255	\$85
Venue Services Supervisor	\$192	\$64
Lighting or Sound Operator	\$192	\$64
Venue Technician, Stage Hand, Stage Manager	\$171	\$57

Ticketing Charges

Inside Charges (payable by hirer, tickets sold by DAC)	Per ticket issued
Commercial	\$3.30
Standard/Community	\$2.80
Not For Profit*	\$2.30
Complimentary tickets (up to 10% of capacity – additional comps at inside charge rate)	\$1.00

Own Sell Charges (payable by hirer, tickets sold by hirer)	Per ticket issued
Commercial	\$3.80
Standard/Community	\$3.30
Not For Profit*	\$2.80
Complimentary tickets (up to 10% of capacity – additional comps at inside charge rate)	\$1.00

**Evidence of NFP status required to obtain these rates*

Booking Fees (payable by customer, per transaction)	
Phone Booking	\$5.00
Online Booking	\$3.70
Refund or Exchange Fee (per ticket)	\$3.70
Reprint Fee (per ticket)	\$0.50

Equipment Charges

For all items not listed, rates will be equal to external supplier charges plus a 5% administration fee.

Lighting (Theatre)	Per item, per day of use
Moving Lights (x 8)	\$300
Moving Lights Mini Pack (x 4)	\$150
Blinders (up to 3)	\$35
U.V Set (up to 6 units)	\$35
Blinder plus U.V Package	\$60
Dedicated Strobe e.g. Atomic	\$80
Standard Rig LED, Par, Strobe	No Charge
Mirror Ball	No Charge
Smoke Machine	\$80
Haze Machine	\$80

AV	
Data Projector (Theatre)	\$100 per hour, max \$300 per day
Data Projector (Function Rooms)	\$50 per hour, max \$150 per day
Laptop	\$90 per day
Video Feed to Grevillea Room	\$30 per day
Projector Screen	No charge
Whiteboard	No charge

Audio	
Radio Mic (Lapel or Hand-Held)	\$100
Headworn Mic	\$120
Vocal Mic	\$10
Instrument Mic	\$10
Drum Kit Mic Set	\$45
Additional Foldback Speakers	\$50
Lectern & Microphone	\$75
DI Box	\$10
Wireless Comms	\$15
Grand Piano (without tuning)	\$120
Piano Tune	Price on request

Sundry	
Gaffa Tape	\$25 per roll
Batteries (for hirers own equipment)	\$2 per battery
Photocopy (first document up to 50 copies – no charge)	\$0.25 per page
Staging Rostra (Dressed) 1200 x 600	Price on Request
Dressed Trestle	\$15 per table
Catering	Price on Request
Public wifi (<i>for dedicated wifi for your event please contact us to discuss</i>)	No charge

Deposits**

Booking Type	Security Deposit/Bond
First-time hirer and/or non-ticketed event	\$2,200
Return hirer with ticketed event sold through DAC	\$700

****GST not applicable. Required to secure your booking.**

High-risk events may be required to pay an additional deposit against cleaning and damage.

Important Information

Dressing rooms are included with theatre hire and accommodate up to 60 people.

Any group with over 60 performers are advised to hire additional rooms.

Access to the foyer space and car park is made available for your audience/participants for the duration of a hire period, however please be aware that *exclusive access is not guaranteed*.

Should you wish to ensure exclusive access to the foyer please include the foyer on your booking application form and refer to the applicable hire rates.

The car park is provided primarily for centre visitors however as it is a public council facility we are unable to guarantee exclusive use.

Please complete a [Booking Application Form](#) for a tailored cost estimate, and refer to our [Theatre Hire Agreement](#) or [Function Rooms T&Cs](#) for details of our hire policies.