

Darebin Arts Centre

Hire Fees and Charges July 2019 – June 2020

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	Full Day (8am – 11pm)	Half Day (8am – 3:30pm; 3:30pm – 11pm)	Hourly (additional to blocks)	Weekly
Grevillea	425	250	\$1200	\$800	\$100	\$5000
Jacaranda/ Grevillea Half	200	120	\$785	\$450	\$85	\$3000
Studio	112	60	\$645	\$325	\$65	\$2500
Waratah	48	20	\$395	\$200	\$55	\$1500
Banksia Foyer	50		\$395	\$200	\$55	\$1500
Foyer	450		\$900	\$500	\$105	\$4000
Full Venue (ex Theatre)			\$4000	\$2000	\$350	\$20,000
Theatre (incl. supervising tech)		385	\$3090	\$1545		\$18,385

Not-for-profit	Square Metres	Room Capacity	Full Day (8am – 11pm)	Half Day (8am – 3:30pm; 3:30pm – 11pm)	Hourly (additional to blocks)	Weekly
Grevillea	425	250	\$735	\$415	\$75	\$3000
Jacaranda/ Grevillea Half	200	120	\$525	\$275	\$60	\$1500
Studio	112	60	\$380	\$200	\$45	\$1250
Waratah	48	20	\$230	\$125	\$35	\$900
Banksia Foyer	50		\$230	\$125	\$35	\$900
Foyer	450		\$425	\$215	\$60	\$2100
Full Venue (ex Theatre)			\$2000	\$1,100	\$135	\$10,000
Theatre (incl. supervising tech)		385	\$2625	\$1315		\$15620

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

Artist Rehearsal Rate	Square Metres	Room Capacity	8 hours	Hourly	Weekly
Grevillea	425	250	\$250	\$35	\$750
Jacaranda/ Grevillea Half	200	120	\$180	\$25	\$500
Studio	112	60	\$150	\$20	\$400
Waratah	48	20	\$100	\$15	\$300

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

Staffing Rates (all hirers, all rooms including theatre. After hours minimum two DAC staff required on site. Hirers will be charged penalty rate (1.5x or 2x) for shifts that exceed 10 hours)

Role	3 Hour Min	Per Hour
Front of House Supervisor, Function Supervisor or Technical Supervisor per hour / 3 hrs minimum	\$195	\$65
Front of House ushers, Function or Technical staff - per hour / 3hrs hour minimum	\$159	\$53
Box Office staff per hour beyond 3hrs included in ticketing charges	-	\$53
After hours minimum two DAC staff required on site to keep venue open - cost per person per hour	\$159	\$53

Ticketing Charges

Inside Charges (payable by hirer, tickets sold by DAC)	Per ticket issued
Commercial	\$3.40
Standard/Community	\$2.80
Not For Profit*	\$2.50
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	\$3.75
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	\$3.90
Refund or Exchange Fee (per ticket)	\$3.70
Reprint Fee (per ticket)	\$1.00

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) (daily rate)	\$310
Moving Lights (x 8) (weekly rate)	\$1,240
Moving Lights Mini Pack (x 4) (daily rate)	\$155

Moving Lights Mini Pack (x 4) (weekly rate)	\$620
Follow spots (2 units available total - fee for up to 2 - not including operator) (daily rate)	\$100
Follow spots (2 units available total - fee for up to 2 - not including operator) (weekly rate)	\$400
Haze Machine inc fan (daily rate)	\$85
Haze Machine inc fan (weekly rate)	\$340
Mirror Ball (daily rate)	\$50
Mirror Ball (weekly rate)	\$200
Portable dimmer rack (daily rate)	\$40
Portable dimmer rack (weekly rate)	\$160
ETC Profile Source 4 – per unit (daily rate)	\$20
ETC Profile Source 4 - per unit (weekly rate)	\$80

AV	
Rooms Projector & Screen (daily rate)	\$155
Rooms Projector & Screen (weekly rate)	\$620
Laptop (daily rate)	\$90
Laptop (weekly rate)	\$360
Theatre Barco Projector (daily rate)	\$450
Theatre Barco Projector (weekly rate)	\$1800

Audio	
Cabled microphone per unit (daily rate)	\$10
Cabled microphone per unit (weekly rate)	\$120
D.I. box per unit (daily rate)	\$10
D.I. box per unit (weekly rate)	\$40
Drum kit microphone set (daily rate)	\$50
Drum kit microphone set (weekly rate)	\$200
Fold back speaker per unit (daily rate)	\$55
Fold back speaker per unit (weekly rate)	\$220
Lectern with gooseneck microphone (daily rate)	\$50
Lectern with gooseneck microphone (weekly rate)	\$200
Radio microphone (lapel, handheld, headset) per unit (daily rate)	\$100
Radio microphone (lapel, handheld, headset) per unit (weekly rate)	\$120
Wireless Comms per unit (daily rate)	\$20
Wireless Comms per unit (weekly rate)	\$80
Baby Grand Piano - must include tuning when set in performance position	\$350
Baby Grand Piano - additional days (daily rate)	\$100
Booms - 4 x 3m height - includes arms and shot bags (daily rate)	\$30
Booms - 4 x 3m height - includes arms and shot bags (weekly rate)	\$120

Technical Equipment Hire and Catering Admin Charge	
External hire and catering - administrative charge 5% admin fee on costs	

Artwork	
Artwork sold at 11% commission	11% commission

Bonds**

Booking Type	Security Deposit/Bond
Cleaning and Repair Bond (High Risk Events)	\$2,200
Cleaning and Repair Bond (Low Risk Events)	\$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* for details of our hire policies.