THEATRE SESSION HIRE  $200 Per hour
Includes basic sound system

REHEARSAL  $170 Per hour
We offer this discounted rate where rehearsal falls immediately prior to performance
and no audience is present. Includes basic sound system

PLUS

FACILITIES FLAT FEE (per day)  $550 Per Session
Includes full use of additional equipment 1 through 5 below.
Alternatively, you may select additional equipment individually, as per the charges below.

OR

INDIVIDUAL EQUIPMENT HIRE
1. Stage Lighting System (includes operator)  $70 Per hour
2. Sound System (for other than basic PA requirements)  $50 Per hour
3. Data Projector  $60 Per Session
4. KITCHEN / KIOSK HIRE  $100 Per Session
5. Piano  $100 Per Session

FOLLOW SPOT  $40 Per hour
Operator supplied by hirer

STORAGE OF SETS AND EQUIPMENT  $40 Per Day
On stage only when performances are consecutive

HIRE OF HPSC DANCE STUDIO  $50 Per Session
For use as dressing/green room

BOND  $500
The security bond is payable to confirm your booking.
The bond will be returned after your booking as per the Conditions of Hire.

OVERTIME
Overtime rates are charged at 1.5 times the hourly hire rate, in half hour increments.

Please note:
• It is the responsibility of THE HIRER to clean the facility after their event.
The PAC should be left in the condition that it was presented.
• The Conditions of Hire document forms part of this application. Please request or download a copy
  if you have not received one with this application.
• Hire of the facility is not available after 11.30pm
• Operation of technical equipment is under the supervision of the events manager.
• Cost of piano tuning, if required, is the responsibility of the Hirer but must be arranged through the PAC.
• All prices quoted are inclusive of GST.
# Application for Hire

**Customer Name:**  
**Organisation Name:**  
**Contact Phone:**  
**Email:**  
**PERFORMANCE DATE(s):** please complete summary.

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Quantity</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Hire Hours</td>
<td>$200</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rehearsal Hours</td>
<td>$170</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full Use of Facilities (1 through 5)</td>
<td>$550</td>
<td>x days</td>
<td></td>
</tr>
<tr>
<td>Theatrical Lighting</td>
<td>$70</td>
<td>x hrs</td>
<td></td>
</tr>
<tr>
<td>Advanced sound facilities</td>
<td>$50</td>
<td>x hrs</td>
<td></td>
</tr>
<tr>
<td>Projector</td>
<td>$60</td>
<td>per session</td>
<td></td>
</tr>
<tr>
<td>Kitchen</td>
<td>$100</td>
<td>per session</td>
<td></td>
</tr>
<tr>
<td>Piano</td>
<td>$100</td>
<td>per session</td>
<td></td>
</tr>
<tr>
<td>Spotlight</td>
<td>$50</td>
<td>x hrs</td>
<td></td>
</tr>
<tr>
<td>Prop Storage</td>
<td>$40</td>
<td>x days</td>
<td></td>
</tr>
<tr>
<td>Dance Studio</td>
<td>$50</td>
<td>per session</td>
<td></td>
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</tbody>
</table>

**Total Invoice**

**BOND***

<table>
<thead>
<tr>
<th>Rate</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>$500</td>
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</tr>
</tbody>
</table>

**Total:**

*Security and cleaning bond, payable to confirm booking. Refunded as per Conditions of hire.

**Notes:**

**Payment Type:**

(Please attach supporting material if available)

**Signature of Applicant:** ____________________________  
**Date:** __________

**For and on Behalf of:** ____________________________  
( Organisation or Group)

**Postal Address:** ____________________________  
(for return of bond cheque)

**Cheques can be posted or delivered to Hampton Park Secondary College**

**Please make cheques payable to Hampton Park Secondary College**

**Please make direct deposit payments and leave a reference to:**

<table>
<thead>
<tr>
<th>Details</th>
<th>Reference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hampton Park Secondary College</td>
<td></td>
</tr>
<tr>
<td>BSB : 033-391</td>
<td></td>
</tr>
<tr>
<td>Account : 44-0564</td>
<td></td>
</tr>
<tr>
<td>58-96 Fordholm Road</td>
<td></td>
</tr>
<tr>
<td>PO Box 480</td>
<td></td>
</tr>
<tr>
<td>Hampton Park Vic 3976</td>
<td></td>
</tr>
<tr>
<td>(03) 8795 9400</td>
<td></td>
</tr>
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</table>
### Summary of dates requested:

<table>
<thead>
<tr>
<th>Date</th>
<th>Rehearsal From</th>
<th>To</th>
<th>Hours</th>
<th>Standard Hire From</th>
<th>To</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

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**Receipt**

River Gum Performing Arts Centre  
58 Fordholm Road  
Hampton Park 3976  
ABN 56 008 621 004

Received From: ____________________________________________

The Amount of: ____________________________________________

Payment method: __________________________________________

Date: _______________  Received By: ________________________