



Box Hill TOWN HALL

VENUE HIRE CHARGES

Effective 1 January 2018

Minimum of three hours hire fee applies to all bookings.
All fees are inclusive of GST.

Main Hall and Lower Hall

Monday – Friday (day)
Monday – Thursday (evening)
Friday (evening)
Weekend and public holidays
Set-up hourly rate

Booking Fee

\$468 plus \$242 per hour
\$468 plus \$242 per hour
\$880 plus \$242 per hour
\$880 plus \$242 per hour
\$121.00 per hour

Wedding Receptions

Exclusive use of Box Hill Town Hall

\$5,694

Whitehorse and Matsudo Rooms

Monday – Friday (day)
Monday – Thursday (evening)
Weekend and public holidays
Private functions

\$132 plus \$49 per hour
\$237 plus \$117 per hour
\$443 plus \$117 per hour
\$443 plus \$156 per hour

Meeting Rooms

Monday to Friday (day)
Monday to Friday (evening)
Weekends

\$125 plus \$49 per hour
\$125 plus \$117 per hour
\$125 plus \$117 per hour

Computer Training Rooms

Commercial organisations
Not-for-profit organisations

\$86 per hour
\$49 per hour

Community Halls

Commercial organisations
Not-for-profit organisations

\$87 per hour
\$48 per hour

Whitehorse Artspace

\$550 per event, plus staffing costs
(conditions apply)

Equipment Hire

Data projectors

\$187 per day / \$93.50 half day

Laptop

\$50 per hire

Tableware

Glasses
Cutlery
Crockery
Cups and saucers
Single items (crockery)
Full Table Setting
Table cloths

\$1.40 each
\$3.80 per head
\$6.30 per head
\$1.60 per head
\$1.20 per head
\$10.70
\$13 each

Service Charge

Additional hall keeper/dishwasher/cleaner

\$42 per hour (minimum four hours)