

Apex Park Community Facility Schedule of facilities and hire fees 2020/21 (Schedule B)

Civic Centre
165 Sir Donald Bradman Drive
Hilton, SA 5033
Tel: 08 8416 6333
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SMS: 0429 205 943
Web: westtorrens.sa.gov.au



Category of fees

- A: City of West Torrens' community based groups or provision of services for the community when no fees or charges are involved.**
- B: Community groups or provision of services for the community with or without fees or charges.**
- C: Corporate, government or private hire.**

Apex Hall - Suitable for functions and recreational events/activities*

- Approximately 200sqm timber laminate flooring
- 12 rectangular tables
- 90 armless chairs
- Capacity:
 - 80 on rectangle tables
 - 120 standing
 - 90 theatre style

Weekday hourly fee

A: No charge

B: \$ 25

C: \$ 55

Weekday hourly fee with use of kitchen and bar facilities

A: No charge

B: \$ 35

C: \$ 65

Weekend hourly fee

C: \$ 65

Kitchen/Bar

- Floor - non slip vinyl
- Stainless steel work surfaces
- Glass washer
- Pass-through dishwasher
- Six burner gas stove with 900mm electric oven
- Convection Microwave
- Single door Ice freezer - suitable for storing frozen items (bagged ice, pre-frozen food items)
- 3-door glass fronted refrigerator
- Canteen style serving window to alfresco area

Bond fees

\$1,000 (security fees may apply). **Please see schedule D for high risk bookings.**

Additional fees

- Set up/ pack down of Centre supplied tables and chairs \$200 - bookings essential
 - Additional cleaning (if required at Council's discretion) - Cost recovery
 - Security call out (fault of hirer) - \$90 per call out
 - Emergency assistance required (not Centre fault) - \$180
 - Security access card replacement \$90
 - Cancellations: one off and irregular bookings - all categories will be charged a \$75 administration fee for cancellations - csu@wtcc.sa.gov.au
- Cancellations: regular hirers (at least one (1) x booking per month) - will not incur an administration fee provided notification of cancellation is provided at least 30 days prior to csu@wtcc.sa.gov.au

Notes

- All hires from 5pm Friday until 8am Monday are considered private hire.
- Weekend hire is minimum four (4) hours.
- Requests to waive fees will not be considered.
- Set-up and pack-down of equipment is the responsibility of the hirer and must be completed within your allocated time frames.
- Access to the building outside the times you have booked is not permitted.

Fees for hire will be set by the City of West Torrens and reviewed on an annual basis in line with Council's Fees and Charges Policy.