

Facility Information Fact Sheet

Centre Facilities

- Community Rooms allowing seating for up to 120 people
- Car park provided
- Disability access
- Trestle tables and chairs available
- Kitchen facilities
- Consulting Room
- Men's and Women's space

The rooms are suitable for:

- Classes
- Meetings
- Recreation activities
- Social groups
- Community events

Finishing Times

Community Centre **must** be vacated by:

Monday - Thursday 10pm sharp
Friday - Saturday 11pm sharp
Sunday 10pm sharp

Note: set up and pack up times are required to be within starting and finishing times.

Rates and Charges (GST inc.)

Prices are current as July 2023.

Yaluk Rooms

Lakorra or Beek	60 seated 80 standing
Corporate and/or Funded Activities	\$65.45 per hour
Community Classes	\$32.75 per hour
Open Community Groups and Individuals	\$16.35 per hour

Lakorra & Beek	120 seated 160 standing
Corporate and/or Funded Activities	\$130.90 per hour
Community Classes	\$65.15 per hour
Open Community Groups and Individuals	\$32.75 per hour

Koling wada-ngal Rooms

Ngarrimilli or Dhurrung Dhurrung

Corporate and/or Funded Activities	\$55.05 per hour
Community Classes	\$27.50 per hour
Open Community Groups and Individuals	\$13.75 per hour

Willam

Corporate and/or Funded Activities	\$37.60 per hour
Community Classes	\$21.45 per hour
Open Community Groups and Individuals	\$10.70 per hour

Kurrkart or Buniya

Corporate and/or Funded Activities	\$32.65 per hour
Community Classes	\$16.35 per hour
Open Community Groups and Individuals	\$8.10 per hour

Wurruki - I - Marna

Corporate and/or Funded Activities	\$55.05 per hour
Community Classes	\$27.50 per hour
Open Community Groups and Individuals	\$13.75 per hour

Kitchen

Corporate and/or Funded Activities	\$32.65 per hour
Community Classes	\$16.35 per hour
Open Community Groups and Individuals	\$8.10 per hour

(For more information, please see category definitions)

Large rooms

40 seated | 60 standing

\$55.05 per hour

\$27.50 per hour

\$13.75 per hour

Board Room

15 seated

\$37.60 per hour

\$21.45 per hour

\$10.70 per hour

Consulting Rooms

8 seated

\$32.65 per hour

\$16.35 per hour

\$8.10 per hour

Art Studio

40 seated

\$55.05 per hour

\$27.50 per hour

\$13.75 per hour

Category Definitions

Corporate and/or Funded Activities Corporate or business activities where the purpose of the hire is exclusive or to generate profit for an individual or company.

Community Classes Planned activity classes open to the general public; including arts, education, culture, fitness well-being, skill development and hobbies that charge a small fee.

Open Community Activities Activities that are open to the general public/ or Aboriginal community groups at no cost or for a small donation.

Key Bond

A \$30 key bond is payable prior to hire. Casual activity providers must pay the full amount of hire fees and bond applicable to the Facility prior to any confirmation of the booking. Regular activity providers will be invoiced on a monthly basis. All fees payable must be paid in full, 30 days prior to the booking with a minimum of 14 days (refer to Cancellation section). Upon satisfactory post-function inspection and return of key, bond will be refunded. Allow 7-10 business days for issue of a refund via bank transfer.

Public Liability Insurance

Public Liability Insurance is compulsory for regular hirers. Casual cover can be arranged through Council (please enquire).

Alcohol

Alcohol must not be sold, served or consumed without notifying the Facility Officer. The provision of alcohol at the facility may require a Liquor License from the Liquor Licensing Commission. Visit www.consumer.vic.gov.au for further information. Alcohol is not to be provided within any Wyndham City facility to any person under the age of 18 years.

Smoking

This Centre/Facility is a smoke-free venue. Smoking is only permitted in designated smoking areas outdoors which are not undercover and is a minimum of 4 meters from the entrance of a building.

Provision of food

Provision of food at the Facility may require a food permit. Contact the City's Environmental Health Department on 1300 023 411 for further information.

Cancellation

Notification of cancellation of bookings by the hirer must be provided in writing to Council. Refer to **Clause 6 Changes to Bookings and Cancellation by the Hirer** in the Wyndham City Conditions of Hire. Upon notification of cancellation all bonds will be refunded with hire fees refunded as follows:
30 days or more = 100% refund of hire fees
14 – 29 days = 50% refund of hire fees
Less than 14 days = No refund of hire fees

Access

The hirer shall only be entitled to use the particular part/s of the building hired. The center reserves the right to hire out any other portion of the building for any other purposes at the same time.

Conditions of Hire

The hirer is to abide by the cultural pillars of the Wunggurrwil Dhurrung Centre and ensure the following matters are attended to after use of the facility:

- All furniture must be cleaned and returned to the set layout as per Centre/Facility requirements;
- Stove, fridge and benches to be cleaned;
- Toilets to be left in a clean and tidy condition;
- All rubbish to be removed from premises and disposed of by hirer;
- Hirers need to supply their own consumables, extra garbage bags and cleaning agents; and
- All external exits must be secured and locked with alarm set, where applicable, before leaving the premises.

For more information:

Refer to the *Conditions of Hire*.

Contact: Wunggurrwil Dhurrung Centre

 (03) 8734 0288

 WunggurrwilDhurrung@wyndham.vic.gov.au

We acknowledge the people of Wadawurrung as the Traditional Owners of the land & on which this building is placed. In all our activities in this place, may we pay respect to Elders of all Aboriginal communities, past, present and future.

