

2023-2024 Hire Rates and Charges

Non-Performance Events: Meetings and Conferences

Applicable from 1 July 2023 to 30 June 2024, all prices GST inclusive

Bendigo Venues & Events reserves the right to change hire charges as necessary. The hire charges will be costed to the hirer according to the financial year in which the booking occurs, as fees may increase with the next financial year. Please consider this if your booking occurs in the next financial year.

Venue Hire

	Half Day <i>Less than 4 hours inc set up & pack down</i>	Full Day <i>4 or more hours including set up & pack down</i>	
Ulumbarra Theatre	Half Day	Full Day	
Ulumbarra Theatre Conference Hire	-	\$ 1260	
Hon. Howard Nathan Foyer	\$ 484	\$ 807	
Balcony Foyer	\$ 242	\$ 404	
Bendigo Senior Secondary College Classroom; Strategem Studio, Dance Studio, Multipurpose Room	-	\$ 192.50 each	
Wedding Ceremony only	-	\$ 1180	
Wedding Reception only	-	\$ 1595	
Wedding Ceremony & Reception	-	\$ 2255	
Capital Theatre	Half Day	Full Day	
Capital Theatre Conference Hire	-	\$ 840	
Bendigo Bank Theatre or Banquet Room	\$ 306	\$ 510	
Lanyon Room	\$ 154	\$ 255	
Wedding Ceremony only	-	\$ 924	
Wedding Reception only	-	\$ 1180	
Wedding Ceremony & Reception	-	\$ 1840	
Bendigo Town Hall	Half Day	Full Day	
Wedding Reception	-	\$ 2315	
Main Hall: Monday - Thursday	\$ 894	\$ 1495	
Main Hall: Friday - Sunday	\$ 1165	\$ 1865	
Setup / Pack Down fee	-	\$ 333	
The Engine Room / Old Fire Station	Half Day	Full Day	Week (7 days)
Drama Studio ground floor	\$ 154	\$ 255	\$ 1430
Dance Studio first floor	\$ 154	\$ 255	\$ 1430

Dudley House	Half Day	Full Day	Week (7 days)
Dudley House Exhibition Space	\$ 154	\$ 255	\$ 1430

Civic & Library Gardens		
Community Event	0-30 people	\$ 0
	31-51 people	\$102
	51+ people	\$107.50
Wedding, Private Event, or Commercial Event		\$147

Venue Staff

Venue Staff (can charge at 30min increments)	
Operations & Front of House Staff (min 3 hrs)	\$ 55.50 p/hr (\$166.50 minimum call)
Missed Meal Break	\$ 24

There are minimum staffing levels for all venues. Please ask your Event Officer to confirm these requirements.

- Supervising Technician begins shift 30 minutes prior to hirer's arrival and concludes 30 minutes after hirer's departure.
- Pre-rig and back to standard labour hours are charged to the hirer.
- Overtime at time-and-a-half is charged for staff called by the hirer for longer than nine hours per day for the first three hours.
- Double-time is charged after 12 hours, after midnight, prior to 7am or if staff are not given a ten-hour break between shifts.
- Staff are required to take a meal break between the 3rd and 5th hour, and between the 8th and 10th hour of work. A fee is charged for missed meal breaks after each 5 hours. Meal breaks cannot be taken whilst the hirer is in the venue.
- Public holiday penalties apply.

Equipment

Technical Equipment	Ulumbarra	Capital	BBT or Banquet	Engine Room	Town Hall
On Stage Conference Package Laptop, projector/screen, vision mixer, side of stage setup	\$ 387	\$ 387	-	-	-
Foyer Conference Kit: console, 2x speakers, 2x mics, lectern, small stage	\$ 387	-	-	-	POA
Foyer Lighting Pack: 4x trees, 2x dimmers, 8x can lights, cables, setup	\$ 455	-	-	-	-
Conference PA: mixer, 2x speakers with stands, microphone & cables	\$ 340	-	-	-	POA
Fast Fold Projection Screen 2mx1.8m	\$ 455	\$ 455	\$ 455	-	POA
Projector & Screen in auditorium	\$ 216	\$ 216	\$ 108	\$ 108	POA
Laptop / Conference TV	\$ 108	\$ 108	\$ 108	\$ 108	POA
Wireless Handheld Microphones x2	-	-	\$ 43	\$ 43	POA
Temporary Staging 8 hrs hire to setup/packdown	\$ 444	\$ 444	\$ 444	\$ 444	POA
Dancefloor 6 hrs hire to setup/backdown	\$ 333	\$ 333	\$ 333	\$ 333	POA
Performance Audio Package: 2x foldbacks, 4x mics, 4x DI's & cabling	-	-	\$ 340	\$ 340	-

Touring PA: mixer, 2x speakers with stands, subs, cables	\$ 340	-	-	-	POA
Small Portable PA	\$ 63	\$ 63	\$ 63	\$ 63	-
Headset Microphone each	\$ 43	\$ 43	\$ 43	\$ 43	-
Follow Spot each	\$ 68	\$ 68	-	-	-
Hazer each	\$ 130	\$ 130	-	-	-
Mirror Ball	\$ 55.50	\$ 55.50	\$ 55.50	\$ 55.50	-
Pianos – Includes tuning					
	Ulumbarra	Capital	BBT	Engine Room	Town Hall
Yamaha Grand Piano (Ulumbarra)	\$ 380	-	-	-	-
Steinway Grand Piano (Capital)	-	\$ 410	-	-	-
Steinway Baby Grand (Capital)	-	\$ 380	-	-	-
Kawai Baby Grand (BBT)	-	-	\$ 380	-	-
Kawai Upright Piano (TER)	-	-	-	\$ 380	-
Additional Piano Tune on same day	POA	POA	POA	POA	-
Consumables					
Gaffer Tape	\$ 29 per roll				
Electrical Tape	\$ 2.30 per roll				
Mark Up Tape	\$ 4.40 per roll				
Batteries	\$ 2.80 each				
Additional Cleaning	By Negotiation				