

Room Hire Rates July 2024 – July 2025

	Half Day (Up to 4 hours)	Full Day (Up to 8 hours)	Expo (8+ hours)
Lakeview Large Room	\$620.00	\$930.00	\$1480.00*
Lakeview Room	\$390.00	\$585.00	\$819.00
Lakeview Extra Room	\$360.00	\$540.00	\$756.00
Waterfront Room	\$215.00	\$325.00	\$455.00
Boardroom	\$115.00	\$170.00	\$238.00
Studios	\$360.00	\$540.00	\$756.00



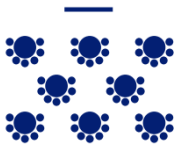
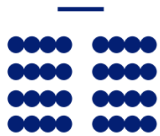
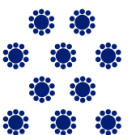

*Lakeview Large Room Expo rate Includes stage removed if requested, by approval.

Staffing Costs		
Theatre technician	\$62.00 per hour	Technicians, sound, lighting 2 hours minimum
FOH supervisor	\$57.00 per hour	2 hours minimum
Usher	\$47.00 per hour	2 hours minimum

Additional Information

- The Cardinia Cultural Centre is open to the public 9am – 4:30pm Monday to Friday. Access to the venue outside of these hours and on public holidays can be arranged at the time of booking and will incur additional staff costs.
- The Lakeview Large Room includes the Lakeview Room and Lakeview Extra Room.
- The centre is fully licenced and catered, no outside catering is permitted onsite including the CCC grounds.
- All rates and charges are GST inclusive and subject to change without notice.
- Cardinia Shire Council reserves the rights to alter capacity limits at any time
- Penalty staff costs rates apply to all bookings that exceed 10 hours, time and a half for each hour worked over 10 hours for the first 2 hours and double time for every hour after that.
- Penalty staff costs rates apply to all bookings where staff are required to be rostered/onsite prior to 6am and/or after 11pm
- Staff must be provided a minimum meal break of 30 minutes at approximately every five hours works. Meal breaks should be taken between 12 noon – 2pm and/or 5pm – 7pm. If a staff member is required to work more than six hours without a break a penalty staff cost, of time and half for each hour will be applied until a meal break can be provided.

Other Charges		
Staging 8 pieces with accessibility ramp	Permanently in room	Eight pieces – Lakeview Large only <i>Please note stage for the Lakeview room cannot be provided.</i>
Projector and screen	Included with the room hire	Lakeview Large only
1 x 58" Presentation TV on stand	\$75.00 per day	Lakeview and Lakeview extra rooms only
1 x 86" Presentation TV on stand	\$75.00 per day	Lakeview and Lakeview extra rooms only
2 x 58" Presentation TV on stands	\$150.00 per day	Lakeview and Lakeview extra rooms only
2 x 86" Presentation TV on stands	\$150.00 per day	Lakeview and Lakeview extra rooms only
Laptop	No Charge	Based on application and availability
Flip chart	\$25.00 per day	
Whiteboard	No charge	Based on application and availability
Mobile AV desk	\$100.00 per day	Required for all presentations in Lakeview Large, Lakeview and Lakeview Extra.
Radio microphone or Lectern with Gooseneck Mic	No charge	
Live camera feed/record	On application	Based on application and availability

Room Configuration		Lakeview Large Room	Lakeview Room	Lakeview Extra Room	Waterfront Room	Boardroom
Boardroom		NA	NA	NA	16	22
U-Shape		NA	NA	NA	16	NA
Cabaret		240	160	NA	40	NA
Theatre		500	250	NA	50	NA
Banquet		300	200	NA	50	NA
Cocktail		500	250	100	50	30

Additional Information

- Capacity limits may vary based on room set up requirements and/or equipment requested in the room.
- Cabaret Set up is based on eight people per table.
- Lakeview Large Room includes a stage set up in the capacity numbers.