

# Small Events Fee Schedule (Community, Fundraiser & Private)



Number of Attendees	The Cattle Paddock	The Old Orchard	The Pavilion	The Bowling Green	Fun Run/ Walkathon (up to 5km in distance)	Fun Run/ Walkathon (up to 10km in distance)
Up to 300	\$545	\$545	\$815	\$545	\$165	\$300
301 – 600	\$815	\$815	\$1,080	\$815	\$330	\$600
601 – 1,000	\$1,080	\$1,080	\$1,890	\$1,080	\$545	\$1,000

Additions & Inclusions	Fee (\$)	Comments
Amusements (e.g. face painter, balloon artist, jumping castle, petting zoos, etc)	\$80 per item	Free to event attendees
Amusements (e.g. face painter, balloon artist, jumping castle, petting zoos, etc)	\$155 per item	When event attendees are being charged
Inclusions (e.g. food truck, balloon garlands, backdrop, coffee van, etc)	\$80 per item	
Marquee/Stage	\$80 per item	
Commercial Stall	\$80 per stall	
Non-commercial Stall	\$16 per stall	

Administrative Fees	Fees (\$)	Comments
Application Processing & Booking Fee	\$110	Applies to each booking
Alteration Fee	\$60	Only applies to bookings with changes to location, date or scope
Bond	\$545 - \$5,385	Bond amount assessed upon application

Services	Fees (\$)	Comments
Park Officer (Monday – Saturday Rate)	\$56 - 77 per hour	Minimum 4 hour call out, time of day dependant
Park Officer (Sunday Rate)	\$84 per hour	Minimum 4 hour call out, time of day dependant
Bin Hire	\$20 per bin	Bin hire required for all events with over 150 attendee, one bin per 150 participants
Cleaner (Bin drop off/pick up)	\$100 per hour	Minimum 3 hour call out
Cleaner (toilet restocking and cleaning)	\$100 per hour	Minimum 4 hour call out
Waste Disposal	\$600 per tonne	Mandatory for bin hire – calculated based on number of bins supplied and waste generated

Parking	Fees (\$)
O'Connell Street Carpark (up to 208 parking spaces)	\$2,465

**Cancellation (8 Weeks or less from bump in date) – 50% of all fees (+ any costs the trust has incurred)**  
**Cancellation (4 Weeks or less from bump in date) – 75% of all fees (+ any costs the trust has incurred)**  
**Cancellation (2 Weeks or less from bump in date) – 100% of all fees (+ any costs the trust has incurred)**

\*All fees include GST and are subject to periodic review and change

# Small Events Fee Schedule (Corporate & Commercial)



Number of Attendees	The Cattle Paddock	The Old Orchard	The Pavilion	The Bowling Green	Fun Run/ Walkathon (up to 5km in distance)	Fun Run/ Walkathon (up to 10km in distance)
Up to 300	\$600	\$600	\$900	\$600	\$185	\$330
301 – 600	\$900	\$900	\$1,190	\$900	\$365	\$660
601 – 1,000	\$1,190	\$1,190	\$2,080	\$1,190	\$600	\$1,100

Additions & Inclusions	Fee (\$)	Comments
Amusements (e.g. face painter, balloon artist, jumping castle, petting zoos, etc)	\$80 per item	Free to event attendees
Amusements (e.g. face painter, balloon artist, jumping castle, petting zoos, etc)	\$155 per item	When event attendees are being charged
Inclusions (e.g. food truck, balloon garlands, backdrop, coffee van, etc)	\$80 per item	
Marquee/Stage	\$80 per item	
Commercial Stall	\$80 per stall	
Non-commercial Stall	\$16 per stall	

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Application Processing & Booking Fee	\$110	Applies to each booking
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Park Officer (Sunday Rate)	\$84 per hour	Minimum 4 hour call out, time of day dependant
Bin Hire	\$20 per bin	Bin hire required for all events with over 150 attendee, one bin per 150 participants
Cleaner (Bin drop off/pick up)	\$100 per hour	Minimum 3 hour call out
Cleaner (toilet restocking and cleaning)	\$100 per hour	Minimum 4 hour call out
Waste Disposal	\$600 per tonne	Mandatory for bin hire – calculated based on number of bins supplied and waste generated

Parking	Fees (\$)
O'Connell Street Carpark (up to 208 parking spaces)	\$2,465

**Cancellation (8 Weeks or less from bump in date) – 50% of all fees (+ any costs the trust has incurred)**  
**Cancellation (4 Weeks or less from bump in date) – 75% of all fees (+ any costs the trust has incurred)**  
**Cancellation (2 Weeks or less from bump in date) – 100% of all fees (+ any costs the trust has incurred)**

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