

MBCRC Pricelist

Administration services		Room hire		Equipment hire	
INTERNET HIRE	30 mins	For rent	Max amount of people (without tables)	Per hour Tax ex.	Full day 8hrs Tax ex.
A4 PRINTING	B&W - Up to 4 pages Colour - 1 page	AUDITORIUM	120	\$80	\$500
A3 PRINTING	B&W - Up to 2 pages Colour - 1 page	COMMERCIAL KITCHEN	10	\$60	\$300
SCANNING / EMAIL	Up to 4 pages	FUNCTION CENTRE	80	\$66	\$374
LAMINATING	A3 A4	MPR4	30	\$50	\$300
FAX SENT	Local Interstate International	MPR1	15	\$40	\$240
FAX RECEIVED	Colour	STANDARD OFFICE	3	\$15	\$60
TELEPHONE CALLS	Standard STD Mobile	SMALL MEETING ROOM	6	\$25	\$150
BINDING	5 mm - Up to 35 pages 6mm - Up to 55 pages 8mm - Up to 70 pages 11mm - Up to 100 pages 12.5mm - Up to 115 pages 14mm - Up to 130 pages				

Additional services
Individual assistance i.e. computer training, iPad training. \$25 per half hour

Equipment hire
Laptop, projector, camera, coffee machine, flip board, speakers, webcam \$10.00 Tax ex.
\$50.00 Tax ex.
Cutlery / crockery hire \$1.00 per head Tax ex.

Room hire
All cancellations must be done at least 48 hours prior to your booking otherwise fees will still apply +25% after before 9:00AM and after 5PM surcharge

The maximum number of people is an estimate only. The nominated amount is based on the room having tables and chairs only

All persons hiring an 'office' or 'small meeting room' have access to the kitchenette for tea and coffee facilities. Please ensure that you wash up after you are done and leave the kitchenette in a desirable state

If additional cleaning is required beyond our standard requirements, an extra cleaning fee of \$27.50 ex. per hr. Will be added to the room hire. Reasonable wear and tear are expected — damages and breakages you pay for

If you require a variation to the room set up there could be a 'put-up' or 'take down' fee of \$27.50 ex. per hr. added to the room hire

Wi-Fi access is free only to the facilitator only when booking a room. All other persons requiring Wi-Fi must pay the \$5.00 per day fee

