

BRENTWOOD COMMUNITY BOARD ROOM / HALL-SEMINAR RENTALS

THIS IS A 'NO SMOKING' FACILITY

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RATES: Hall – Lectures / Seminars

\$40.00/Hr + GST Seats 150 people with out tables

Seats 130 people with tables

Have use of Kitchen, Coffee Urns – 2-100 cup urns (you supply your own coffee and supplies), PA System available if you make arrangements before your function.

Board Room

\$25.00/Hr

+ GST Seats 30 people

Have a 12 cup coffee machine (you must supply coffee and supplies) in room and small fridge for your use.

EQUIPMENT: TV/VCR, Overhead and PA System (for Meetings/Seminars/Lectures Only)

\$30.00

Flat Rate **PLUS**

Cash

Damage Deposit

of **\$75.00**

Damage Deposit refundable after use and

staff have checked if all equipment used, is OK and still working the same.

There **will be** appropriate charges applied or invoiced if carpet needs cleaning due to spillage at your meeting or function and/or damage to room or equipment.