



CESSNOCK COMMUNITY  
**PERFORMING**  
ARTS  
CENTRE

**ANNUAL FEES & CHARGES 21-22**





# ANNUAL FEES & CHARGES 21-22

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## PERFORMING ARTS CENTRE

### Hire Charges

#### Repeat Bookings

If potential hirers wish to make repeat or consecutive bookings for a particular space or spaces (eg. per week, per month etc.) CPAC management has authority to negotiate with those hirers to secure bookings at a fee reduction not exceeding 25% of the total value of the bookings.

If hirers who make repeat or consecutive bookings for periods in excess of six months wish to prepay the entire booking fee, CPAC management has authority to negotiate a further discount of 5% of the total value of the bookings.

#### Multiple Bookings

If potential hirers wish to make bookings for multiple spaces within the CPAC for a single event, CPAC management has authority to negotiate with those hirers to secure bookings at a fee reduction not exceeding 25% of the total value of the bookings.

If potential hirers wish to make repeat or consecutive bookings for multiple spaces within the CPAC for a regular series of events, CPAC management has authority to negotiate with those hirers to secure bookings at a fee reduction not exceeding 30% of the total value of the bookings.

#### Theatre Package Deals

If potential hirers wish to make repeat or consecutive bookings for multiple spaces within the CPAC for a season (eg. a series of consecutive days), CPAC management has authority to negotiate a package deal with those hirers to secure bookings at a fee reduction not exceeding 50% of the total value of the bookings.

NOTE: Cessnock Senior Citizens Association – No Charge for use of Theatre or Seniors Room (subject to availability).

NOTE: Professional/Commercial includes, for example touring groups, dance schools, conferences. Community/Educational includes, for example community groups, not for profit groups, schools.

#### Catering

Catering can be supplied as negotiated with CPAC Management. Charges are dependant on the catering requirements agreed upon. Charges are dependent on the catering requirements agreed upon and will include staff time plus actual catering costs plus 15 %.



## Theatre

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Year 21/22 Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$245.00	\$250.00	2.04%	Y	C
Per Day – Professional/Commercial	\$1,040.00	\$1,040.00	0.00%	Y	C
Per Day – Professional/Commercial: Single / 1st Performance	\$1,040.00	\$1,040.00	0.00%	Y	C
or for performance days 10% of the combined net box office for the performance(s), whichever is the greater, with all tickets being priced at the hirers discretion. All theatre bookings will require a Duty Technician to be present for the duration of the booking. In addition to the Duty Technician who must be present whenever the Theatre is in use, the cost of other production staff as determined by CPAC staff will be advised after consulting with the Client's authorised Production Manager.					
Per Day – Professional/Commercial: Additional Performance (same day)	\$450.00	\$460.00	2.22%	Y	C
or for performance days 10% of the combined net box office for the performance(s), whichever is the greater, with all tickets being priced at the hirers discretion. All theatre bookings will require a Duty Technician to be present for the duration of the booking. In addition to the Duty Technician who must be present whenever the Theatre is in use, the cost of other production staff as determined by CPAC staff will be advised after consulting with the Client's authorised Production Manager.					
Per Hour – Community/Educational	\$135.00	\$140.00	3.70%	Y	C
Per Day – Community/Educational: Single / 1st Performance	\$530.00	\$540.00	1.89%	Y	C
Per Day – Community/Educational: Additional Performance (same day)	\$300.00	\$300.00	0.00%	Y	C

## Hire of Staff

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Year 21/22 Increase %	GST	Fee Type
Costs for provision of staff assisting with use of facilities. For example sound and lighting, ushers, front of house etc. An hourly charge will be applicable in addition to the hire charge of space/s based on the type and number of resources required.				Y	D
	Last YR Fee Price as quoted - charge per hour is based on staffing resources required. Note: All Theatre bookings will require a Duty Technician to be present for the duration of the booking. In addition to the Duty Technician who must be present whenever the Theatre is in use, the cost of other production staff as determined by CPAC staff will be advised after consulting with the Client's authorised Production Manager.				

## Cleaning

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Fee	Cleaning costs are included in the Hire Fee unless the hired space is left in an unsatisfactory condition (see comments regarding retention of Bond Monies)			Y	N/A
	Last YR Fee Cleaning costs are included in the Hire Fee unless the hired space is left in an unsatisfactory condition (see comments regarding retention of Bond Monies)				

## Kitchen (in conjunction with other events)

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$30.00	\$30.00	0.00%	Y	C
Per Day – Professional/Commercial	\$200.00	\$205.00	2.50%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community/Educational	\$100.00	\$100.00	0.00%	Y	C

## Seniors Room

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$45.00	\$45.00	0.00%	Y	C
Per Day – Professional/Commercial	\$260.00	\$260.00	0.00%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community/Educational	\$120.00	\$125.00	4.17%	Y	C

## Foyer

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$45.00	\$45.00	0.00%	Y	C
Per Day – Professional/Commercial	\$255.00	\$260.00	1.96%	Y	C
Per Hour – Community/Educational	\$35.00	\$35.00	0.00%	Y	C
Per Day – Community/Educational	\$120.00	\$125.00	4.17%	Y	C

## Program Room

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$45.00	\$45.00	0.00%	Y	C
Per Day – Professional/Commercial	\$260.00	\$260.00	0.00%	Y	C
Per Hour – Community/Educational	\$35.00	\$35.00	0.00%	Y	C
Per Day – Community/Educational	\$120.00	\$125.00	4.17%	Y	C

## Meeting Room

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$30.00	\$35.00	16.67%	Y	C
Per Day – Professional/Commercial	\$135.00	\$140.00	3.70%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community/Educational	\$75.00	\$80.00	6.67%	Y	C

## Outdoor Space – North

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$30.00	\$30.00	0.00%	Y	C
Per Day – Professional/Commercial	\$200.00	\$205.00	2.50%	Y	C
Per Hour – Community/Educational	\$15.00	\$15.00	0.00%	Y	C
Per Day – Community/Educational	\$100.00	\$100.00	0.00%	Y	C

## Conference Room

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$40.00	\$40.00	0.00%	Y	C
Per Day – Professional/Commercial	\$260.00	\$260.00	0.00%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community Educational	\$120.00	\$120.00	0.00%	Y	C

## Meeting Room 2

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$25.00	\$25.00	0.00%	Y	C
Per Day – Professional/Commercial	\$122.00	\$122.00	0.00%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community Educational	\$98.00	\$75.00	-23.47%	Y	C

## Meeting Room 3

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Per Hour – Professional/Commercial	\$25.00	\$25.00	0.00%	Y	C
Per Day – Professional/Commercial	\$122.00	\$125.00	2.46%	Y	C
Per Hour – Community/Educational	\$20.00	\$20.00	0.00%	Y	C
Per Day – Community Educational	\$98.00	\$75.00	-23.47%	Y	C

## Office 1

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Per Hour	\$20.00	\$15.00	-25.00%	Y	C
Per Day	\$98.00	\$75.00	-23.47%	Y	C

## Office 2

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Per Hour	\$15.00	\$15.00	0.00%	Y	C
Per Day	\$75.00	\$75.00	0.00%	Y	C

## Ticketing

The following charges are included in the advertised ticket price, and are levied from the hirer as part of the contract when tickets for performances are sold.

### Inside Charges to Hirer per Ticket

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Up to \$15.00	\$1.00	\$1.00	0.00%	Y	C
\$15.01 – \$25.00	\$2.00	\$2.00	0.00%	Y	C
\$25.01 – \$50.00	\$2.50	\$2.60	4.00%	Y	C
\$50.01 – \$75.00	\$3.00	\$3.00	0.00%	Y	C
\$75.01 and above	\$3.30	\$3.30	0.00%	Y	C

### Booking Fee to Hirer per Ticket

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Up to \$10.00	Nil			Y	C
	Last YR Fee Nil				
\$10.01 – \$20.00	\$1.80	\$1.80	0.00%	Y	C
\$20.01 and above	\$3.50	\$3.50	0.00%	Y	C
Printing of no charge (promotional/complimentary/free) tickets (per ticket)	\$0.40	\$0.40	0.00%	Y	C
Fee to mail out tickets if requested	\$2.00	\$3.00	50.00%	Y	D

## CPAC Membership Fees

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Seat Donor (one-off fee)	\$500.00	\$500.00	0.00%	Y	C
Seat Donor/Foundation Member – annual renewal of benefits	\$300.00	\$300.00	0.00%	Y	C
Corporate CPAC Member – annual fee	\$500.00	\$500.00	0.00%	Y	C
Friend of CPAC Member – annual fee	\$100.00	\$100.00	0.00%	Y	C
Supporter of CPAC Member – annual fee	\$50.00	\$50.00	0.00%	Y	C

## Opening/Closing Orchestra Pit

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Cost of opening and closing of Orchestra Pit	\$870.00	\$880.00	1.15%	Y	D

## Hire of Equipment and Services

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Costs of hiring in equipment or specialist services for use in the CPAC will be passed on to the hirer at the rate of the cost incurred by the venue + 10%	Cost + 10% + GST			Y	D
	Last YR Fee Cost + 10% + GST				

## Use of Equipment and Consumables

Cost of consumables used will be passed on to the hirer at the cost incurred by the venue + 10%

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Bechstein Model C Concert Grand Piano available for use, with tuning at hirer's cost passed on to hirer at the rate of the cost incurred by the venue + 10%	Cost + 10% + GST			Y	D
	Last YR Fee Cost + 10% + GST				
Live Performance Australia Entertainment Industry Service Fee (per performance)	\$70.00	\$72.00	2.86%	Y	D

## Laptop Hire

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
per session up to 4 hours	\$55.00	\$55.00	0.00%	Y	C
per session over 4 hours/day	\$115.00	\$115.00	0.00%	Y	C



## Data Projector Hire

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Theatre Projector – half day	\$150.00	\$150.00	0.00%	Y	C
Theatre Projector – full day	\$300.00	\$300.00	0.00%	Y	C
Meeting Room Projector – half day	\$70.00	\$70.00	0.00%	Y	D
Meeting Room Projector – full day	\$140.00	\$140.00	0.00%	Y	D

## Follow Spot

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Fee	\$82.00	\$82.00	0.00%	Y	C

## Radio Microphones

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Half Day	\$40.00	\$40.00	0.00%	Y	C
Full Day	\$60.00	\$60.00	0.00%	Y	C

## Use of Stage Electricity

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Cost Per Performance or Rehearsal	\$95.00	\$95.00	0.00%	Y	D

## Broadcast Allowance

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
A broadcast fee per production employee who performs work on an event during the performance(s) if the event is filmed and/or recorded for sale and possible broadcast.	\$130.00 per production employee			Y	F
	Last YR Fee \$130.00 per production employee				

## Sale of Merchandise

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22		GST	Fee Type
		Fee (incl. GST)	Increase %		
Sales commission of 10% of gross sales will apply to all program and merchandise sales made at the CPAC.	10% of gross sales			Y	D
	Last YR Fee 10% of gross sales				

## Advertising

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
4 x A3 posters printed by CPAC on display in the front windows of the venue in LED illuminated screens	\$30.00	\$30.00	0.00%	Y	C
Advertising positions on the back wall of the CPAC available for presenters of performances at the CPAC (subject to availability of space)	\$680.00	\$680.00	0.00%	Y	C
Inclusion on the CPAC website available to companion businesses within the Cessnock CBD	\$115.00	\$115.00	0.00%	Y	C
Inclusion in the CPAC Annual Program Brochure. A maximum of two 1-page spaces available for companion businesses within the Cessnock CBD. Includes complimentary inclusion on the CPAC website.	\$600.00	\$600.00	0.00%	Y	C
E-newsletter – Inclusion in monthly e-newsletter to CPAC database. Price based on one inclusion per newsletter.	\$20.00	\$20.00	0.00%	Y	C
Mail Outs – Inclusion in CPAC bi-monthly mail out to CPAC database. Price based on one insert with DL flyer provided by client.	\$450.00	\$450.00	0.00%	Y	C
Dedicated Box Office Entry Banner – (2960 mm width x 970 height), minimum 4 week placement. Price based on client providing CPAC with the design. Price on application if banner design is required by CPAC.	\$420.00	\$420.00	0.00%	Y	C
Social Media Advertising – 1x boosted event and 1x boosted post, in consultation with the client.	\$260.00	\$260.00	0.00%	Y	C
Poster/flyer distribution within a 10km radius of CPAC. Price based on client providing CPAC with the printed material– For every 3 hours of delivery	\$200.00	\$200.00	0.00%	Y	C
2x AO posters printed by CPAC on display in CPAC Box Office and Foyer, illuminated at night. Price based on client providing CPAC with the design.	\$40.00	\$40.00	0.00%	Y	C
Promotional video included on In-House Show Reel (3x screens) minimum 4 week placement with content provided by client.	\$50.00	\$50.00	0.00%	Y	C
Radio/TV – advertising schedules can be arranged on application depending on the client's needs, budget and audience demographic.	Price on application			Y	C
	Last YR Fee Price on application				
Design of marketing collateral and promotional material – can be arranged on application depending on the client's needs.	Price on application			Y	C
	Last YR Fee Price on application				

## Bond

**NOTE:** Bond monies to be refunded in full following a satisfactory inspection by Council staff of facilities used. If facilities are left in an unsatisfactory condition, bond monies less the cost of cleaning the facilities will be refunded. Cleaning charges will be at a cost of \$50.00 per hour plus GST.

Name	Year 20/21 Last YR Fee (incl. GST)	Year 21/22 Fee (incl. GST)	Increase %	GST	Fee Type
Payment of a bond will be applicable in addition to the hire charge of all spaces except the Meeting Room. The charge will be assessed taking into account factors such as the nature of use, size of event, the spaces booked and the number of spaces booked.	Assessed minimum charge of \$100.00 to maximum charge of \$2,000.00	Assessed minimum charge of \$100.00 to maximum charge of \$2,000.00		N	B
	Last YR Fee Assessed minimum charge of \$100.00 to maximum charge of \$2,000.00				



For a comprehensive list of all Cessnock City Council Fees and Charges for the 2021/2022 Financial Year please visit [www.cessnock.nsw.gov.au](http://www.cessnock.nsw.gov.au).



CESSNOCK COMMUNITY

PERFORMING

ARTS

CENTRE

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CESSNOCK  
CITY COUNCIL

Cessnock Performing Arts Centre  
is owned and operated by  
Cessnock City Council.