



13-15 Eacham Place MALANDA
P.O. Box 124 Malanda Qld 4885
(07) 4096 6634
reception@echomalanda.org.au
ABN 18743735011

NEIGHBOURHOOD HOUSE - ROOM HIRE FEES

ECHO Empowering Services' Neighbourhood House is a community service facility with rooms available for hire to community groups, social service organisations and visiting agencies, subject to availability.

ECHO Empowering Services reserves the right to give priority of access to local NGO community groups within a policy of optimal use of available rooms and waiver fees.

Our community service facility is not available to individual users for private functions (for example, weddings or social functions).

If you would like to enquire about hiring a space within the Neighbourhood House or renting a regular office space, please contact ECHO Empowering Services on 4096-6634 to discuss your requirements.

ECHO Empowering Services may consider the waiving or reduction of fees by negotiation.

Hire agreement form, identification and bookings essential.

All prices are inclusive of GST.

Hire fees are subject to review by our Volunteer Management Committee each financial year.

Half day hire is considered 9:00AM – 1:00 PM or 12:30pm – 5:00PM.

After-hours access available by negotiation

Hire Fees Schedule of the Neighbourhood House facilities (2023/2024):

LARGE CONFERENCE ROOM/YOUTH SPACE

\$44 (per half day) or \$77 (per full day)

- Maximum 16 people
- 4 X fold up conference tables suitable for 3 – 4 people per table
- 12 X leather office chairs (6 with arm chairs and 6 without)
- 1 X 2 seater couch
- Suitable for training, workshops, team building activities, light exercise classes, conferences
- Access to projector, projector screen, WIFI, tea and coffee making facilities
- Access via conference room entry from carpark
- Beanbags, cushions
- TV and games

SMALL CONFERENCE ROOM SPACE

\$44 (per half day) or \$77 (per full day)

- Maximum 10-12 people
- 1 X 2 seater couch
- chairs and table
- Access to kitchenette with tea and coffee making facilities
- Suitable for informal and formal group meetings, training, allied health consultations

CONSULTATION ROOM

\$33 (per half day) or \$66 (per full day)

- Maximum 4 people
- 1 X 2 seater couch
- 1 desk and office chair with access to printer
- 1 small desk and chair
- Suitable for private consultations, small training and one on one sessions

KITCHEN SPACE

\$44 per half day or \$77 (per full day)

- Maximum 10-12 people
- 1 X 8 seater table
- 10 chairs
- Cooking classes available by negotiation
- Access to full kitchen with tea and coffee making facilities
- Suitable for informal groups