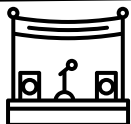


2025/2026

PRACC FEES AND CHARGES



ROOM HIRE



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THE TERMS AND CONDITIONS OF HIRE FOR PLENTY RANGES ARTS AND CONVENTION CENTRE APPLIES TO ALL HIRES AND EVENTS

FEES AND CHARGES ARE SUBJECT TO CHANGE AS OF 1 JULY EACH YEAR



City of
Whittlesea

PRACC
PLENTY RANGES ARTS
& CONVENTION CENTRE

Fee Name	Fees and Charges (inc. GST)
Van Yean Theatre	
Hourly Rate	\$246.00 per Hour
Performance Rate	\$286.00 per Hour
Community Rate: Hourly Rate	\$221.40 per Hour
Community Rate: Performance Rate	\$257.40 per Hour
Pre-Production Rate	\$95.00 per Hour
Dark Theatre Rate	\$1,230.00 per Day
Penalty Rate	\$451.50 per Hour

Venue Hire includes:

Van Yean Theatre Stage and Auditorium
 Van Yean Loading Dock
 Van Yean Orchestra Pit
 Dressing Room 1, 2, 3 and 4
 Stage Door Access
 Lighting System including Standard Rig
 Audio System including Standard Playback
 Wired Communications System
 Stage Managers Desk
 Van Yean Fly System (PRACC Operated)
 Show Relay to Dressing Rooms

Fee Name	Fees and Charges (inc. GST)
Woodstock Theatre	
Hourly Rate	\$125.00 per Hour
Performance Rate	\$150.00 per Hour
Community Rate: Hourly Rate	\$112.50 per Hour
Community Rate: Performance Rate	\$135.00 per Hour
Pre-Production Rate	\$95.00 per Hour
Dark Theatre Rate	\$625.00 per Day
Penalty Rate	\$156.70 per Hour

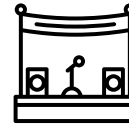
Venue Hire includes:

Woodstock Theatre Stage and Auditorium

Green Room (Dressing Room)

Lighting System including Standard Rig

Audio System including Standard Playback



Fee Name	Fees and Charges (inc. GST)
Eucalypt Room	
Hourly Rate	\$280.00 per Hour
Community Rate: Hourly Rate	\$257.40 per Hour
Pre-Production Rate	\$95.00 per Hour
Penalty Rate	\$451.50 per Hour
Blue/Red Gum Room	
Hourly Rate	\$143.00 per Hour
Community Rate: Hourly Rate	\$128.70 per Hour
Pre-Production Rate	\$95.00 per Hour
Penalty Rate	\$156.70 per Hour
Lakeview Room	
Hourly Rate	\$37.00 per Hour
Community Rates: Hourly Rate	\$33.30 per Hour
Pre-Production Rate	\$95.00 per Hour
Penalty Rate	\$48.10 per Hour

Venue Hire includes:

Function Room Hire as per the time booked

Layout of choice

Staging, and Projectors & Screens



Hourly Rate

Standard rate. Charged in 15-minute increments after the 5-hour minimum.

In Theatre used for: Rehearsals, tech checks, bump-in/out, or activity without audience

In Function used for: All booked time and activities.

Performance Rate

Applies only to Theatres when an audience is present. Includes foyer access from one hour prior to the show and continues until 30 minutes after the final performance or until the 5-hour minimum is reached – whichever is longer.

Includes: Front-of-house access - Event-ready technical setup

Used for: Public performances and presentations with attendees

Pre-Production Rate

A reduced rate for focused technical setup. Allows up to three hirer representatives to guide a venue technician on programming lighting, sound, or visual systems. No cast or general crew access.

Used for: Lighting and sound programming, QLab setup, media file and projection testing

Conditions: After-hours use requires multiple staff and incurs extra costs - A break must occur before any standard hire follows

Dark Theatre Rate

A discounted day rate to reserve the theatre without access. Keeps the space event-ready between bookings, but hirers cannot enter or use the venue.

Used for: Holding the space between performances or ahead of a season -

Avoiding pack-down and re-set between close bookings

Penalty Rate

Charged in addition to standard rates when bookings occur: Outside confirmed hours and on public holidays.

Used for: Any condition that breaches standard booking terms

Room Hire Rate Conditions

- **Community Rate Eligibility:** Available to registered not-for-profit organisations. Proof of status may be required.
- **Additional Charges:** May apply for damages, excessive cleaning, or breaches of hire conditions.

Theatre Rate Conditions

- **Mixed Rate Booking:** When a booking includes both performance and non-performance elements, the minimum hire applies to the highest applicable rate.

Function Rate Conditions

- **Lakeview Room:** Available for standalone hire only between Monday and Friday, 9.00am to 5.00pm.



Fee Name	Fees and Charges (inc. GST)
Monday to Friday	
PRACC Staff Rate	\$63.00 per Hour
Community Rate: PRACC Staff Rate	\$53.00 per Hour
Saturday	
PRACC Staff Rate	\$73.00 per Hour
Community Rate: PRACC Staff Rate	\$63.00 per Hour
Sunday	
PRACC Staff Rate	\$83.00 per Hour
Community Rate: PRACC Staff Rate	\$73.00 per Hour
Penalty	
Penalty Rate	\$110.00 per Hour
Community Rate: Penalty Rate	\$100.00 per Hour



Staff Rate Conditions

Hourly Charges

- Staffing charges apply per staff member, per hour.
- A minimum call time of 3 hours applies for each individual.

Staffing Requirements

- The number and type of staff required will be determined at the discretion of Plenty Ranges Arts and Convention Centre, based on the nature and scope of the booking.
- Penalty Rates
- Penalty rates apply in addition to the standard hourly rate under the following conditions:
 - Any hours worked beyond the confirmed booking period
 - All hours worked on a public holiday
 - Any hours classified as overtime (see below)

Overtime Conditions

- Overtime will be charged when any of the following occur:
 - More than 5 consecutive hours are worked without a break
 - A shift exceeds 10 total hours in a single day
 - Less than 10 hours of rest is provided between shifts
 - Any hours are worked between 12.00am and 7.00am
 - The event schedule is changed by the client with less than 24 hours' notice

Contracted Services

- Services provided by external contractors (e.g. security) are available by request and are subject to separate pricing.

2025/2026**PRACC
FEES AND CHARGES****EQUIPMENT**

Fee Name	Fees and Charges (inc. GST)	Van Vean	Woodstock	Functions
Blinder	\$50.00 per Day	✓		
Mirrorball	\$50.00 per Day	✓		
LED UV Effect	\$50.00 per Day	✓		
Haze Machine	\$100.00 per Day	✓		
Moving Light (Wash)	\$400.00 per Day	✓		
Wireless Microphone	\$85.00 per Day	✓	✓	✓
Wired Microphone	\$10.00 per Day	✓	✓	✓
DI Box	\$10.00 per Day	✓	✓	✓
Foldback Speaker	\$100.00 per Day	✓	✓	✓
Mic & Music Stands	\$5.00 per Day	✓	✓	✓
Lectern and Microphone	\$80.00 per Day	✓	✓	✓
Projector with Media Server	\$500.00 per Day	✓		
Projector	\$180.00 per Day		✓	included
Laptop	\$150.00 per Day	✓	✓	✓
Wireless Comms	\$50.00 per Day	✓		
White Sharkstooth Scrim	\$100.00 per Day	✓		
Projection Cyclorama Screen	\$100.00 per Day	✓		
Sling, wire dropper and shackle set	\$5.00 per Day	✓		
Portable Staging Platform	\$100.00 per Day	✓		
Whiteboard	\$45.00 per Day	✓	✓	✓
Pinboard	\$140.00 per Day	✓	✓	✓

Fees are capped at three days for bookings that run over consecutive days, up to a maximum of seven days total.



**City of
Whittlesea**

PRACC
PLENTY RANGES ARTS
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Fee Name	Fees and Charges (inc. GST)
In-House Band Package All necessary additional microphones, speakers, stands and cabling from available stock	\$300.00 per Day
In-House Lighting Package 2x Blinder, Mirrorball, LED UV Effect, 2x Haze Machine, 12x Moving Light (Wash)	\$595.00 per Day
Seasonal Lighting Effect Package Mirror Ball, Blinders, Ultra Violet Light, 2x Haze Machines, LED Side Lights, Moving Lights (Wash), Moving Lights (Beam), Projector, LED Screens, Arkaos Media Server and 1x Handheld Microphone This package deal is only available for limited time between October to December, and is subject to change and availability	\$1200.00 per Day

Additional Technical Equipment

Additional lighting, audio, or visual equipment can be sourced through PRACC's trusted industry partners to meet the specific requirements of your event.

Please note: Any modifications or additions to the standard technical setup may require extended venue hire and additional PRACC staff to support installation and pack-down.

In accordance with legislative requirements, all electrical equipment supplied by the hirer must be visually inspected and display a current test tag prior to use within the venue.



Fee Name	Fees and Charges (inc. GST)
(Patron) Booking Fee	\$2.00 per ticket
(Hirer) Service Fee	\$2.00 per ticket
Community Rate: (Hirer) Service Fee	\$1.00 per ticket

Ticketing Fees Conditions

- A booking fee applies to all tickets sold through the PRACC Box Office.
- A service fee applies to all allocated tickets, including complimentary admissions.



Fee Name	Fees and Charges (inc. GST)
Merchandise Fee	\$200 or 10%, whichever is greater



Fee Name	Fees and Charges (inc. GST)
Custom Menu	\$POA
PRACC can arrange any catering for your event, ask us.	PRACC can arrange any catering for your event, ask us.
Food - Minimum 50 Guests	
Light Catering	\$20.50 per Person
Half Day Conference	\$36.30 per Person
Full Day Conference	\$47.20 per Person
Food - Minimum 100 Guests	
Banquet 2 course - Menu 1	\$55.70 per Person
Banquet 3 course - Menu 1	\$76.20 per Person
Banquet 2 course - Menu 2	\$72.60 per Person
Banquet 3 course - Menu 2	\$84.70 per Person
Buffet - 2 options	\$48.40 per Person
Buffet - 3 options	\$52.60 per Person
Cocktail Canapes - 6 options	\$30.25 per Person
Cocktail Canapes - 8 options	\$40.00 per Person
Cocktail Canapes - 10 options	\$46.00 per Person
Beverages	
Tea, Coffee & Water	\$2.00 per Person (1 cup) / \$6.00 per Person Continuous
Soft Drink or Juice	\$4.00 per Person
Alcohol	\$24.00 per Person (6 standard drinks)
Premium Alcohol	\$42.00 per Person (6 standard drinks)





Fee Name	Fees and Charges (inc. GST)
Service Level – Monday to Friday	
Basic Service Fee	\$6.20 per Guest
Conference Service Fee	\$15.50 per Guest
Buffet/Cocktail Service Fee	\$23.25 per Guest
Banquet Service Fee	\$31.00 per Guest
Service Level – Saturday	
Basic Service Fee	\$7.20 per Guest
Conference Service Fee	\$18.00 per Guest
Buffet/Cocktail Service Fee	\$27.00 per Guest
Banquet Service Fee	\$36.00 per Guest
Service Level – Sunday	
Basic Service Fee	\$8.20 per Guest
Conference Service Fee	\$20.50 per Guest
Buffet/Cocktail Service Fee	\$30.75 per Guest
Banquet Service Fee	\$41.00 per Guest



Event proposals are based on the fees and charges in effect at the time the proposal is created.

Customers should be aware that published fees are subject to adjustment at the start of each financial year.

PRACC reserves the right to modify fees without prior notice.

All events occur inline with our Terms and Conditions of Hire found on the PRACC website, pracc.com.au.

Don't see what you want to know? Ask us.
events@pracc.com.au