

2026 ROOM HIRE RATE CARD

- All prices include GST
- Refer Terms & Conditions for all policies
- Rooms are bookable in 1 hour blocks (on the o'clock or ½ hour only... e.g. 9am-10am or 2.30-6.30pm)
- View images of rooms on our website to satisfy yourself the space is fit for purpose
- The Centre closes at 10.00pm sharp
- Keys are required for all hires after 3pm. You must be able to sign these out Mon-Thu prior to hire.

STANDARD & COMMERCIAL RATE — for companies, groups or individuals regardless of not-for-profit or charitable status who provide professional services or for which they **charge** their clients, participants, or students

Rooms 1, 2,
\$39.00 per hour

Hall
\$50.00 per hour

Rooms 3, 6 & ArtSpace*
\$34.00 per hour

COMMUNITY RATE – available to bonafide not-for-profit community groups, community classes and religious groups who offer **free** community services and **do not charge participants** for their services

Rooms 1, 2,
\$29.00 per hour

Hall
\$35.00 per hour

Rooms 3, 6 & ArtSpace*
\$24.00 per hour

***ArtSpace**

This room is located downstairs off the lower carpark. Kitchen facilities are upstairs in main complex however there is a little sink and jug in the back room. For 2026 we are bringing unisex bathroom facilities on board in the adjacent corridor. Park off-site or in the Upper Carpark only. The tenant & staff parking outside this room remains 24/7 towaway.

SOCIAL FUNCTIONS / EVENT HIRE – Standard Rate applies to All Rooms

See Hire Agreement Booking Guidelines

PRIVATE KITCHEN HIRE (sole use)

\$30.00 per hour

Between 8.30am-3.00pm, Monday - Friday only, in increments of 1 hour. *See Hire Agreement Booking Guidelines*

Offices A, B, C, D, E (e.g. for counselling or one-on-one meetings)

\$15.00 per hour

See below for furniture designations

Seating based on 'lecture style' plan. Tables are trestle tables 1800mm x 750mm. View images on our website. Fire and Health & Safety determines room capacity/seating as noted and **must not be exceeded**.

Room 1	Seats 40	7 tables	6.8m x 7m	Mission Hall	Seats 80**	8 tables	14m x 7m
Room 2	Seats 40	7 tables	6.9m x 7m	Office A	Desk & 3 chairs		3.2m x 2.9m
Room 3	Seats 20	5 tables	6.9m x 3.8m	Office B	2-seater couch, occasional chair & coffee table		
Room 6	Seats 20	5 tables	7m x 4.1m	Office D & E	Desk & 3 chairs		3m x 2.2m
ArtSpace	Seats 20	5 tables	downstairs	Office C	Desk & 3 chairs		3.0m x 2.6m

****** The Mission Hall has a Fire and Health & Safety capacity of 100 persons however **available seating is limited to 80 chairs**. Arrangements may be made to bring your own tables/chairs on day of hire, please liaise with the office.

All Rooms (except Offices B and E) contain whiteboards. **Please bring your own pens/erasers.**

Whiteboard cleaner and paper towels are available in each applicable room. Leave the board clean for the next hirer.

Please leave rooms in the same or better condition than when you arrived, ready for the next hirer. Any issues please email office@gcc.net.nz soonest.

TRANSPORT OPTIONS AND PARKING FACILITIES NEAR GLENFIELD COMMUNITY CENTRE

