

2026 Facilities Hire Rates: Oak Tree Place

25 Anderson Street Torquay – A Surfcoast Uniting Church Complex



Hall/Multipurpose Room Large (94sqm)	
Ordinary usage: Regular or Ad Hoc	
Hourly	\$15.00
Half Day (3-4 Hrs) extra hrs pro rata	\$50
Full Day (5-7 Hrs) extra hrs pro rata	\$100
Party Usage	
Half Day (3-4 hours)	\$65
Full Day	\$120
Meeting Room A or Church Foyer (24 sqm)	
Hourly	\$8
Half Day (3-4 hrs) extra hrs pro rata	\$25
Full Day (5-7 hrs), extra hrs pro-rata	\$50

Additional Notes & Costs	
Included	
All chairs and tables. The use of the kitchen including crockery, cutlery and pots, glasses, mugs and cleaning materials. Crockery for 60 is always available. For big events please contact rentals committee for additional equipment.	
Alcohol	
NOTE: If alcohol is to be sold the tenant is responsible for the appropriate licence.	
Insurance	
Small businesses or incorporated bodies must provide a copy of their public liability <u>Certificate of Currency</u> when submitting the Facility Booking Form. The facility has a general \$20m Public Liability Insurance.	REQUIRED
General Notes:	
Last minute cancellations may be charged. Keys are provided to regular weekly tenants. A 'lost key' charge of \$25 is applicable.	
Usage Checklist:	
As you leave, please:	
<ul style="list-style-type: none"> • check the Key Safe Box is closed properly and the key returned • check that all windows and doors are closed and locked • check that heaters/cooling has been turned off • plug in the vacuum cleaner after using • empty rubbish into large bins if needed – Green/Recycle/Waste/Glass 	

Contact us at oaktreplacerentals@gmail.com

NOTE: all bookings and queries should use the email address

Tricia Genat: 0419 340 056

Robyn Harper: 0407 829 926

Jane Skelton. 0400 190 580

} Mobile contacts for immediate issues only

