



GLENELG SHIRE COUNCIL
2026-2027
FEES AND CHARGES
SCHEDULE

EXCERPT: PORTLAND ARTS CENTRE

Portland Arts Centre

Portland Arts Centre - Venue Hire Fees - Auditorium				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC007	Hourly - Standard Rate	Per Hour	130.00	Y
PAC010	Hourly - Discounted Community Rate	Per Hour	37.50	Y

Portland Arts Centre - Venue Fees - Other				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC013	Hourly - Standard Rate	Per Hour	64.00	Y
PAC014	Hourly - Discounted Community Rate	Per Hour	16.00	Y

Portland Arts Centre - Venue Hire Fees - Deposit				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC040	Venue Hire Deposit - Standard Rate	Per Event	50%	Y
PAC041	Venue Hire Deposit - Discounted Community Rate	Per Event	25%	Y

Fees and Charges are GST inclusive where applicable. UOM=Unit of Measure

Portland Arts Centre - Event Staffing				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC015	Duty Technician: Business Hours (First 9 hours)	Per Hour	57.00	Y
PAC016	Duty Officer - Non technical (First 9 hours)	Per Hour	51.00	Y
PAC032	Duty Technician: After Hours (First 9 hours)	Per Hour	72.50	Y
PAC035	Duty Technician: Overtime after 9 hours	Per Hour	112.50	Y
PAC036	Duty Officer - Non technical: Overtime after 9 hours	Per Hour	102.00	Y

*Minimum staffing requirements apply to all Portland Arts Centre venue hire arrangements

Portland Arts Centre - Additional Equipment - PAC only				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC017	Yamaha Concerto Grand Piano - Standard Rate	Per Event	110.00	Y
PAC018	Grand Piano Tuning	Each	275.00	Y
PAC038	Yamaha Concerto Grand Piano - Discounted Community Rate	Per Event	Nil	Y

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Portland Arts Centre - Additional Equipment - all council venues

Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC028	Other Theatrical Equipment Hire - subject to approval by Venue & Production Technician	Per Item	Price on Application	Y
PAC043	Test & Tag External Electrical Equipment - per item	Per Item	13.50	Y
PAC044	Live Streaming / Video Conferencing suite (plus technician's hours) - Standard Rate	Per Event	300.00	Y
PAC045	Live Streaming / Video Conferencing suite (plus technician's hours) - Discounted Rate	Per Event	150.00	Y
PAC046	Basic Offsite sound suite (plus technician's hours) - Standard Rate	Per Event	225.00	Y
PAC047	Basic Offsite sound suite (plus technician's hours) - Discounted Rate	Per Event	112.50	Y
PAC048	Intermediate Offsite sound suite (plus technician's hours) - Standard Rate	Per Event	370.00	Y
PAC049	Intermediate Offsite sound suite (plus technician's hours) - Discounted Rate	Per Event	185.00	Y

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Portland Arts Centre - Event Services - all council venues				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
PAC019	Ticketing fees - Standard Rate	Per Ticket	3.00	Y
PAC020	Ticketing fees - Discounted Community Rate	Per Ticket	1.50	Y
PAC021	Merchandise Sales Commission - waived for artists using own resources and staff	%	0.10%	Y
PAC029	Graphic Design Services for venue hirers	Per Hour	55.00	Y
PAC030	Poster Printing and distribution Package for venue hirers (Portland & Heywood townships)	Per Event	260.00	Y
PAC031	Social Media Boosted Content	Each	At cost	Y
PAC033	Electronic Direct Mail to PAC subscribers - featured inclusion in regular newsletter	Each	34.00	Y
PAC034	Electronic Direct Mail to PAC subscribers - dedicated campaign	Each	170.00	Y
PAC037	Ticketing setup deposit - non-refundable	Each	135.00	Y
PAC039	Ticketing fees - Complimentary tickets (all hirer rates)	Per Ticket	1.50	Y
PAC042	Major change to ticketing setup after event is on-sale	Each	135.00	Y

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Council Venues

Council Venues				
Fee Code	Fee Description	UOM	FY2026/2027 Fee AUD\$	GST (Y/N)
FVH001	Venue Hire - Bond	Each	397.00	Y
FVH005	Venue Hire - Cancellation Fee	Each	To be determined by council	Y
FVH006	Venue Hire - Public Liability Insurance cover	Each	13.00	Y
FVH007	Venue Hire - Casual APRA Music Licence Fee (per 100 people attending)	Each	4.60	Y
FVH009	Venue Hire - Non Compliance - Damage	Cost of repair and/or replacement plus administration charge of \$50.00		Y
FVH010	Venue Hire - Non Compliance - Failure to lock doors	Any Fees incurred will be passed on		Y
FVH011	Venue Hire - Non Compliance - Failure to turn off electricity, gas, heating and/or cooling	Costs will be calculated and invoiced		Y
FVH012	Venue Hire - Non Compliance - Fire Alarm	If Alarm is deliberately activated, or activated by reckless or careless behaviour the Hirer will be responsible for any charges incurred as a result		Y
FVH013	Venue Hire - Non Compliance - Lost Key	Each	90.00	Y
FVH014	Venue Hire - Non Compliance - Waste Disposal	Each	Cost of waste disposal plus \$48.00 p/h	Y
FVH071	Venue Set up/Pack up Hourly Rate	Per Hour	48.00	Y
FVH073	Venue Hire - Bond Crockery and Cutlery	Each	110.00	Y
FVH074	Venue Hire - Cleaning Fee/Non Compliance - Clean up	Per Hour	65.00	Y
FVH075	Venue Hire - Kitchen	Each	38.00	Y
FVH076	Venue Hire - Crockery & Cutlery	Each	57.00	Y
FVH079	Council Facility Issue of additional/replacement Salto fob	Each	10.00	Y

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