

# FEES + CHARGES

## AS AT JULY 2017

### CONFERENCES, EXPOS, MEETINGS & FUNCTIONS

MECC caters to private, commercial and not-for-profit organisations. The following table reflects the fees and charges associated for each. We are sure that you will find our rates competitive and in line with other regional cities and industry standards. Please contact the centre's sales & marketing team to obtain a comprehensive quote tailor made to suit your function requirements.

Phone: +61 7 4961 9777 or email: [meccsalesandmarketing@mackay.qld.gov.au](mailto:meccsalesandmarketing@mackay.qld.gov.au)

ITEM	DURATION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
<b>SOUTH WING</b>			
Plenary Hall 'A' or 'B'	Day or Evening	\$2250.00	\$2040.00
Plenary Hall 'A' or 'B'	Day and Evening	\$3160.00	\$2860.00
Plenary Hall 'A' and 'B'	Day or Evening	\$3630.00	\$3300.00
Plenary Hall 'A' and 'B'	Day and Evening	\$6240.00	\$5620.00
Meeting Rooms 1, 2, 3 & 4	Minimum 4 hour hire <i>Pro-rata fees apply after 4 hours</i>	\$380.00 per room \$95.00/hr	\$340.00 per room \$85.00/hr
Convention Centre - Exclusive Use	Day or Evening	\$5370.00	\$4820.00
Convention Centre - Exclusive Use	Day and Evening	\$8100.00	\$7250.00
<b>NORTH WING</b>			
Auditorium - as meeting venue	Minimum 4hr hire <i>Pro-rata fees apply after 4 hours</i>	\$600.00/4 hrs \$150.00/hr	\$560.00/4hrs \$140.00/hr
North Foyer	Minimum 4 hour hire <i>Pro-rata fees apply after 4 hours</i> Day and Evening	\$400.00/4 hrs \$100.00/hr \$1590.00/day & evening	\$360.00/4 hrs \$90.00/hr \$1400.00/day & evening
Lynette Denny Space	Minimum 4hr hire <i>Pro-rata fees apply after 4 hours</i>	\$400.00/4 hrs \$100.00/hr	\$360.00/4 hrs \$90.00/hr
North Mezzanine with Outdoor Terrace	Minimum 4 hour hire	\$370.00/4 hrs \$100.00/hr	\$325.00/4 hrs \$90.00/hr
South Mezzanine with Outdoor Terrace	Minimum 4 hour hire	\$370.00/4 hrs \$100.00/hr	\$325.00/4 hrs \$90.00/hr
North Wing - Exclusive Use (Auditorium, Nth Foyer & LD Space)	Day and Evening	\$2500.00	\$2200.00
<b>ENTIRE CENTRE</b>			
Entire MECC Complex Exclusive Use (Nth & Sth Wings)	Day or Evening	POA	POA
<b>OTHER</b>			
Bump in - hold rate (Convention Centre only)	Per Day	\$1250.00	\$1060.00
Retractable Seating		\$460.00	\$460.00
Room Reset Fee		POA (from \$250.00)	POA (from \$250.00)

\*Not-for-profit rate available to incorporated not-for-profit groups who can demonstrate a need for council support. Groups must be based within the Mackay region. Proof of Incorporation and certified profit and loss statement must be provided.

## SPACES AND CAPACITIES

The centre is made up of many versatile rooms including plenary halls, meeting rooms, an auditorium, mezzanines, terraces and an experimental theatre. You can select one space or a combination of spaces to suit your requirements.

Please contact the centre's sales & marketing team -

Phone: +61 7 4961 9777 Email: [meccsalesandmarketing@mackay.qld.gov.au](mailto:meccsalesandmarketing@mackay.qld.gov.au)

FACILITIES	AREA	THEATRE	CLASSROOM	BANQUET	COCKTAIL	BOOTHS (3 x 2m x 2m)
<b>HALLS - Layout capacities factor in a stage &amp; projector screens.</b>						
Hall A (raked retractable + flat floor seating)	730m <sup>2</sup>	612	402	N/A	750	N/A
Hall A (flat floor seating)	730m <sup>2</sup>	748	224	330	750	42
Hall B (flat floor seating)	730m <sup>2</sup>	748	224	330	750	42
Hall A & B (raked retractable + flat floor seating)	1460m <sup>2</sup>	1457	560	800	1500	81
<i>*Hall A + B and loading dock support uniformly distributed load of 20kPa (max 40T).</i>						
<b>THEATRE</b>						
Auditorium	N/A	1090	N/A	N/A	N/A	N/A
<b>NORTH FOYER</b>	368m <sup>2</sup>	399	152	260	700	24
<b>EXPERIMENTAL THEATRE</b>						
Lynette Denny Space	119m <sup>2</sup>	100	60	N/A	100	6
<b>MEETING ROOMS - with and without projector screens flown in</b>						
Meeting Room 1 or 2	75m <sup>2</sup>	68-80	33	40	50	
Meeting Room 3 or 4	50m <sup>2</sup>	44-56	16	20	35	
Meeting Room 1 & 2	150m <sup>2</sup>	149-175	60	70	200	
Meeting Room 3 & 4	90m <sup>2</sup>	84-114	42	40-60	70	
Meeting Room 1-4 & sub foyer	333m <sup>2</sup>	416	160	210	450	15-24
<b>MEZZANINES and TERRACES</b>						
North Mezzanine with Outdoor Terrace	40m <sup>2</sup> 60m <sup>2</sup>	50 N/A	N/A N/A	N/A N/A	40 60	
Central Mezzanine with Outdoor Terrace	43m <sup>2</sup> 69m <sup>2</sup>	85 N/A	N/A N/A	N/A N/A	70-100 N/A	

Above layout capacities are subject to your catering, staging and technical requirements

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MACKAY  
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CONVENTION  
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## PERFORMING ARTS VENUE HIRE RATES

ITEM	DURATION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
<b>SOUTH WING - PERFORMANCES</b>			
As per rates for meetings OR 10% of gross Box Office - whichever is greater			
<b>NORTH WING - PERFORMANCES</b>			
Auditorium	Per performance (5hr hire)	\$1250.00	\$850.00
	<b>OR 10% of gross Box Office - whichever is greater</b>		
Rehearsals (Auditorium)	Minimum 4 hour hire	\$650.00	\$650.00
	<i>Pro-rata fees apply after 4 hours</i>	\$160.00/hr	\$160.00/hr
North Foyer	Per performance (5hr hire)	\$450.00	\$400.00
	<b>OR 10% of gross Box Office - whichever is greater</b>		
	<i>Pro-rata fees apply after 5 hours</i>	\$90.00/hr	\$80.00/hr
Lynette Denny Space	Per performance (5hr hire)	\$400.00	\$350.00
	<b>OR 10% of gross Box Office - whichever is greater</b>		
	<i>Pro-rata fees apply after 5 hours</i>	\$80.00/hr	\$70.00/hr

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## CENTRE SERVICES AND EQUIPMENT

ITEM	DURATION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
<b>STAFF CHARGES</b>			
Technical Staff	Per Technician/hr	\$55.00	\$55.00
	Public Holiday/hr	\$126.00	\$126.00
Front of House Staff	Per Performance (Aud + Halls)	\$650.00	\$490.00
	Per Performance, North Foyer or Lynette Denny Space	\$195.00	\$195.00
	Meetings, Conferences, Trade Show etc, PP/hr min 4hrs	\$19.00	\$19.00
Cleaning	Per Cleaner/hr	\$55.00	\$55.00
	Public Holiday per Cleaner/hr	\$126.00	\$126.00
Merchandise Seller	Per Seller/hr	\$55.00	\$55.00
	<b>10% taken by the Venue from all merchandise and programs sold</b>		
Security - min 4 hrs	Per Hour (Mon - Sat)	\$60.00 (Mon - Sat)	\$60.00 (Mon - Sat)
	Per Hour (Sun/Public Holiday)	\$90.00 (Sun/Public Holiday)	\$90.00 (Sun/Public Holiday)

ITEM	DURATION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
<b>TICKETING</b>			
Event Creation	Per Performance	\$120.00	\$120.00
Up to \$12.00 value	Per Ticket	\$2.50	\$2.50
Over \$12.00 - up to \$24.99 value	Per Ticket	\$3.50	\$3.50
Over \$25.00 - up to \$49.99 value	Per Ticket	\$5.00	\$5.00
Over \$50.00 value	Per Ticket	\$5.50	\$5.50
First 10 complimentary tickets		No Charge	No Charge
For every complimentary tickets thereafter		\$1.60	\$1.60
3% Processing fee applies to all transactions			
Telephone Transaction Fee		\$2.60	\$2.60
Postage Fee		\$2.60	\$2.60
Merchandise	<b>10% taken by the Venue from all merchandise and programs sold</b>		

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## TECHNICAL EQUIPMENT AND SERVICES

ITEM	DESCRIPTION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
Moving Lights	ROBE 600 LED/ROBE DLX Spot/ROBE Pointe - price per light	\$45.00 ea	\$45.00 ea
Star Cloth	LED Cloth backdrop inc rigging	\$670.00	\$670.00
40" Sony Bravia LED LCD Panel	Portable Stand included. Per Item, Per Day	\$230.00/item/day	\$230.00/item/day
42" NEC LCD Portrait Panel	Portable Stand included. Per Item, Per Day	\$250.00/item/day	\$250.00/item/day
Denon DVD Player & Sony Blu-Ray Player	Per item, Per Day	\$65.00/item/day	\$65.00/item/day
Laptop (Trade Exhibitors Only)		\$70.00/item/day	\$70.00/item/day
PA System - Nexo Geo S12	Full PA - 12 boxes + 4 subs/side	\$590.00 does not inc rigging	\$590.00 does not inc rigging
	Half PA - 6 boxes + 2 subs/side	\$300.00 does not inc rigging	\$300.00 does not inc rigging
	Floating system - 2 boxes + 1 sub/side	\$175.00 ground stacked	\$175.00 ground stacked
	Auditorium - 5 boxes + 2 subs/side	\$295.00 inc rigging	\$250.00 inc rigging
PA System - Nexo Geo S8	North Foyer - 5 boxes + 1 sub/side	\$250.00 inc rigging	\$250.00 inc rigging
AV Package #1 Plenary Halls	1x flown projector screen, data projectors DVD, laptop, switcher/vision mixer (PA not included)	\$500.00/event	\$420.00/event
AV Package #2 Plenary Halls	2x flown projector screen, data projector, DVDs, laptop, switcher/vision mixer (PA not included)	\$920.00/event	\$800.00/event
AV Package #3 Lynette Denny Space	1x flown projector screen, data projector, DVD, laptop, switcher/vision mixer (PA not included)	\$175.00/event	\$160.00/event

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## TECHNICAL EQUIPMENT AND SERVICES - CONTINUED

ITEM	DESCRIPTION	STANDARD FEE (incl GST)	NOT-FOR-PROFIT FEE (incl GST)*
AV Package #4 Auditorium	1x flown projector screen, data projector, DVD, laptop, switcher/vision mixer (PA not included)	\$310.00/event	\$260.00/event
AV Package #5 North Foyer	1x flown projector screen, data projector, DVD, laptop, switcher/vision mixer (PA not included)	\$310.00/event	\$260.00/event
Radio Microphones	Handheld/headset/lapel \$65.00/item/day plus consumables	\$65.00	\$65.00
Consumables	Batteries, data storage, gaffa tape, electrical tape	POA	POA
Smoke / Haze Special FX	Fees for fire warden will apply at \$55/hr (\$126/hr PH)	POA	POA
Plant: 2 Tonne fork lift, scissor lift (plus technical staff charges per hour)		POA	POA
Staging: Sico and prolyte decks available		POA	POA
Teleconference hire equipment		\$150.00	\$150.00
Piano Hire + Tune	Steinway - Tuned	\$385.00	\$385.00
	Yamaha Upright - Untuned	\$110.00	\$110.00
	Yamaha Upright - Tuned	\$220.00	\$220.00
	Beale Baby Grand - Untuned	\$110.00	\$110.00
	Beale Baby Grand - Tuned	\$220.00	\$220.00
<b>OTHER CHARGES</b>			
Stage Electricity	As Metered per KwHr	No Charge	No Charge
Electricity (single phase)	Per Site, Per Day	\$30.00	\$30.00
Electricity (3 phase)	Per Site, Per Day	\$90.00	\$90.00
Dedicated Phone Line (plus programming)	Per Line, Per Day <i>Not including STD/Overseas calls</i>	\$230.00	\$230.00
FREE Wifi/Internet NBN Broadband up to 100down/40up	MECC	No Charge for Standard Usage	No Charge for Standard Usage
Photocopies	Black & White Per copy Colour - Per Copy	\$0.30 \$0.40	\$0.30 \$0.40
Lectern	With fixed microphone	No Charge	No Charge
Tablecloths (linen)		\$25.00ea	\$25.00ea
Mobile Dividers (1.5m x 1.8m)	Black/Standard 1.5m	\$30.00 Per Item, per day	\$30.00 Per Item, per day
Expandable Dividers (7.5m x 1.8m)	Black 7.5m	\$50.00 Per Item, per day	\$50.00 Per Item, per day
White board Standard		No Charge	No Charge
Storage Fee	Per Day	\$30.00	\$30.00
Rubbish Removal	Per half skip	\$70.00	\$70.00

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## TRADE BOOTH SIZES & HIRE RATES

15-40 BOOTHS		RATES		
BOARDS	BOOTH (Includes GST)	ACCESSORIES (Includes GST)	FULL COLOUR SIGNAGE (Includes GST)	CARTAGE (Includes GST)
3m x 3m	\$280.00	\$44.00	\$55.00	\$44.00
3m x 2m	\$265.00	\$44.00	\$55.00	\$44.00
3m x 1m	\$205.00	\$44.00	\$55.00	\$44.00
2m x 1m	\$175.00	\$44.00	\$55.00	\$44.00
Single 1m panel	\$36.00	POA	POA	\$44.00

  

40 BOOTHS and Over		RATES		
BOARDS	BOOTH (Includes GST)	ACCESSORIES (Includes GST)	FULL COLOUR SIGNAGE (Includes GST)	CARTAGE (Includes GST)
3m x 3m	\$270.00	\$44.00	\$55.00	\$44.00
3m x 2m	\$255.00	\$44.00	\$55.00	\$44.00
3m x 1m	\$195.00	\$44.00	\$55.00	\$44.00
2m x 1m	\$160.00	\$44.00	\$55.00	\$44.00
Single 1m panel	\$33.00	POA	POA	\$44.00

- > Maximum hire four days from bump in to bump out.
- > Requirements (including sign list) to be finalised 14 working days prior to event bump in. Late orders will incur \$15.00 + gst fee per sign and 20% surcharge on remaining items.
- > Power & lighting fee is for series rows of booths. Individual booth design with electricity may be subject to additional charges.
- > High performance power (10 amp, 15 amp \$110 per lead & 3 phase \$330/box) will incur additional cost.
- > Venue supply electricity costs per booth/day may apply

### INCLUSIONS:

- > **DISPLAY PANELS** Aluminium framed, velcro adhesive, silver vertiface walls (1m w x 2m h) > **BOOTH SIZE** Increments of 1m, (one metre) as selected by client (see Quote) > **FASCIA** Aluminium framed, velcro adhesive, silver vertiface fascia (3m x 0.3m) above panel

**ACCESSORIES INCLUDE:** All electrical equipment is tested & tagged and installed by professionally trained staff

- > **POWER** 1 x 4 amp power point (connected to venue source points) > **LIGHTING** 2 x 25 watt spotlights installed at the sides of the display booth > **SIGNAGE** 1 x white coreflute sign (1.8m x 0.2m) single colour text, 30 capital letters

**SERVICE:** HIRE Product supply, event hire, onsite staff support for bump in

- > **CARTAGE** Delivery, installation, dismantle, collection & return > **DAMAGES** Penalties for damages will apply. Please ensure you have current public liability insurance and are aware you are responsible for any damage costs

**FULL COLOR SIGNAGE:** \*Additional fee applies - corflute fascia sign with full colour logo and name of exhibitor \*Logo must be provided by exhibitor/event, manager in high resolution (above 300dpi) EPS, JPG or PDF - 25% of finished size

## ADDITIONAL EXHIBITION BOOTH INCLUSIONS/OPTIONAL

Additional power, lighting, signage, audio visual, white panels and furniture products and services can be co-ordinated by SSS Events, at an additional investment.

## PAYMENT CONDITIONS

Costs of booting will be payable pre-event. Once the booting estimate has been accepted and booting ordered, cancellation fees will apply as follows: > **REDUCTION/CANCELLATION OF BOOTH NUMBERS** - any reduction in booth numbers will be charged at 10% of original cost/booth reduction/cancellation of booth numbers prior to two months out from event - any reduction in booth numbers will be charged at 50% of original cost/booth. No cancellations/reduction of booth numbers will be accepted later than two weeks prior to the event. Full fees will apply.