

FEES + CHARGES

AS AT JULY 2017

MACKAY
ENTERTAINMENT
CONVENTION
CENTRE

MECC

The
Mackay Region
Queensland Nature. Reserved.

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

| ITEM | DURATION | STANDARD FEE (incl GST) | NOT-FOR-PROFIT FEE (incl GST)* |
|---|--|--|---|
| SOUTH WING | | | |
| 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 |
| NORTH WING | | | |
| 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 |
| ENTIRE CENTRE | | | |
| Entire MECC Complex Exclusive Use (Nth & Sth Wings) | Day or Evening | POA | POA |
| OTHER | | | |
| 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

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

FEES + CHARGES

PERFORMING ARTS VENUE HIRE RATES

| ITEM | DURATION | STANDARD FEE (incl GST) | NOT-FOR-PROFIT FEE (incl GST)* |
|---|--|-------------------------|--------------------------------|
| SOUTH WING - PERFORMANCES | | | |
| As per rates for meetings OR 10% of gross Box Office - whichever is greater | | | |
| NORTH WING - PERFORMANCES | | | |
| Auditorium | Per performance (5hr hire) | \$1250.00 | \$850.00 |
| | OR 10% of gross Box Office - whichever is greater | | |
| 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 |
| | OR 10% of gross Box Office - whichever is greater | | |
| | <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 |
| | OR 10% of gross Box Office - whichever is greater | | |
| | <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)* |
|----------------------|--|------------------------------|--------------------------------|
| STAFF CHARGES | | | |
| 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 |
| | 10% taken by the Venue from all merchandise and programs sold | | |
| Ticket Seller | Per Seller/hr | \$55.00 | \$55.00 |
| 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)* |
|---|--|----------------------------|-----------------------------------|
| TICKETING | | | |
| 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 | 10% taken by the Venue from all merchandise and programs sold | | |

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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 |

FEES + CHARGES

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 |
| OTHER CHARGES | | | |
| 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 EXTRAS

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 boothing will be payable pre-event. Once the boothing estimate has been accepted and boothing 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.