

Hiring costs of Jumar Bioincubator's Events Spaces

A full day is considered as 9am – 5pm. A half day is considered as 9am – 1pm or 1pm – 5pm. All events after hours (5pm-9pm) will be charged at the full day rate. All other hiring costs which fall outside a full or half day will be charged by the hour.

Please note that all prices are excluding GST.

Room	Prices for External Parties
Functions room and networking area, full day	\$3000
Functions room and networking area, half day	\$1700
Functions room, full day	\$1200
Functions room, half day	\$700
Functions room, hourly rate	\$200/hr
Networking area, full day	\$1000
Networking area, half day	\$600
Networking area, hourly rate	\$200/hr
Seminar room 1, full day	\$600
Seminar room 1, half day	\$350
Seminar room 1, hourly rate	\$100/hr
Seminar room 2, full day	\$600
Seminar room 2, half day	\$350
Seminar room 2, hourly rate	\$100/hr
Seminar room 1 or 2 and networking area	\$500
Board room incl. winter garden, full day	\$800

Board room incl. winter garden, half day	\$500
Board room incl. winter garden, hourly rate	\$250/hr

Security:

For events exceeding 50 people, security is required and must be present for the duration of the event. The security for events will be provided by CSL's appointed service provider. The minimum number of security personnel required is as follows:

Event Registrations	Number of Security Personnel
50 - 100	2
101 - 150	3

Below is the rate for security hire via SecureCorp valid from 1 July 2024 – 30 June 2025. These rates are excluding GST.

Please note that the cost for hiring security for an event will be included in the Jumar invoice.

Ad-Hoc Hours	Mon-Fri	Mon – Fri	Saturday	Sunday	Pub. Hol.
Coverage	0600-1800	1800-0600	24 hours	24 hours	24 hours
Charge Rate	\$72.59	\$76.75	\$85.65	\$97.80	\$119.55

Children will not be allowed on site, as per the CSL policy, which is also stipulated in the Jumar Venue Hire Terms and Conditions.

AV Personnel:

If AV technology personnel are required, **Prime Technology** is Jumar's preferred provider. The person to contact is Andrew. He can be reached either via his email andrew@primestech.com.au or his mobile 0402 033 233.

AV personnel should be hired for a minimum of 2 hours prior to an event's commencement. This is to ensure there is adequate time for equipment and technology systems to be tested, and for any basic or specific setup for the event. AV personnel will also be required to bump out after the conclusion of an event.

Prime Technologies rates are as follows (excluding GST):

Standard service labour rate is \$150.00 Ex GST.

Overtime/After Hours labour rate is \$200.00 Ex GST.

Minimum of four hour call out time (at standard rates that's \$600 Ex GST).

Casuals:

To ensure an event runs as efficiently as possible, Jumar hires casual staff members to assist with duties such as registration and escorting attendees through the building. The costs casual staff hire will be passed on to the client.

Casual staff members are hired for a minimum of 2 hours, and typically commence work half an hour prior to the attendees' arrival and finish work, half an hour after all attendees are escorted from the building.

The number of casuals required is as follows:

Event Registrations	Number of Casuals
Less than 50	2
Above 50	3
Above 150	4

The cost of hiring a casual staff member is \$30/hr.

It is Jumar's first preference to hire casuals to assist with the facilitation of an event, and costs of casual hire will be included in the Jumar invoice.

Under special circumstances, Jumar will allow the event host to supply their own staff to conduct registration and escorting duties. These staff members will need to be inducted as a Jumar User, a minimum of 3 days prior to an event via video call.

Catering:

If the event host wishes to provide food and beverage service for their event, it is their responsibility to liaise with the caterer and to absorb the costs associated with food and beverage service. Catering costs will be handled by individual catering companies and not included in the Jumar invoice.

Please note that only cold catering is allowed in the Events Spaces. No warming ovens or other heating appliances can be brought into Jumar. Caterers can use Jumar's microwaves.

Jumar has an excellent rapport with Elizabeth Andrews, who have provided the catering for the majority of our external and internal events. A general price list for their services is as follows:

Canape Packages

Package Type	Content	Price
1 Hour Canape Package	A selection of 3 hot and 3 cold canapes	\$28 per person (10 people min)
2 Hour Canape Package	A selection of 4 hot and 4 cold canapes	\$36 per person (10 people min)
3 Hour Canape Package	A selection of 5 hot and 5 cold canapes	\$44 per person (10 people min)

Beverage Packages

Package Type	Content	Price
Gold Package	<ul style="list-style-type: none"> • 2 Litre Orange Juice • 1.10 Litre Plain Sparkling Water • 1.10 Litre Lemon & Lime Sparkling Water • 1.25 Litre Coke • Bird In Hand Sparkling • Bird In Hand Bush Chardonnay • Terre del Puerco Shiraz • Peroni Nastro Azzurro 0.0% Ice tubs with ice	\$31 per person (10 people min)
Silver Package	<ul style="list-style-type: none"> • 2 Litre Orange Juice • 1.10 Litre Plain Sparkling Water • 1.10 Litre Lemon & Lime Sparkling Water • 1.25 Litre Coke • Dal Zotto Prosecco • Tars and Roses Pinot Gris • Tomich Hill Pinot Noir • Peroni Nastro Azzurro 0.0% Ice tubs with ice	\$25.50 per person (10 people min)
Bronze Package	<ul style="list-style-type: none"> • 2 Litre Orange Juice • 1.10 Litre Plain Sparkling Water • 1.10 Litre Lemon & Lime Sparkling Water • 1.25 Litre Coke • Grant Burge Shiraz • Tatachilla Sparkling Brut Cuvee 	\$20 per person (10 people min)

	<ul style="list-style-type: none"> • Malvern Park Pinot Grigio • Peroni Nastro Azzurro • Peroni Nastro Azzurro 0.0% <p>Ice tubs with ice</p>	
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