

SCHI Facilities Hire – Events, Conferences, Training (Partner use)

Facilities hire enquiries | event requirements | booking form | quote

| Booking information | | |
|-----------------------------------|---|--|
| Booking Enquiries | Contact: | Kimberley George |
| | Position: | SCHI Business Advisor |
| | Phone: | (07) 5202 3017 |
| | Email: | SC-SCUH-SCHI-Events@health.qld.gov.au |
| Event Details | Event name: | |
| | Event date: | |
| | Event time/s: | |
| | Duration: | |
| | Pax: | |
| Event Contact | Event contact: | |
| | SCHI Partner: | |
| | Phone: | |
| | Mobile: | |
| | Email: | |
| | ABN/ ACN: | |
| | Mailing/ billing address: | |
| Venue hire information | | |
| FACILITIES FOR HIRE: | | |
| Auditorium | <ul style="list-style-type: none"> 370 seat auditorium with adjacent indoor and outdoor spaces suitable for catering and trade displays equipped with state of the art audio visual capabilities allows user to connect with their own external device for presentations (Apple devices are not currently supported) | |
| Lecture Theatres | <ul style="list-style-type: none"> two lecture theatres seating 75 people each can be opened up to create one large 150 seat space equipped with audio visual capabilities including dual large screens in each theatre (4 in total for combined space) allows user to connect with their own external device for presentations (Apple devices are not currently supported) | |
| Multipurpose Teaching Rooms | <ul style="list-style-type: none"> multipurpose teaching rooms seating 36 people equipped with kite tables arranged in groups (6 in total) podium presentation PC with 6 individual PC screens surrounding the room (for breakout group work) | |
| Clinical Demonstration Classrooms | <ul style="list-style-type: none"> two practical education spaces accommodating 30 or 36 people can be opened up to create one large space benches with drafting chairs and 6 patient beds available | |

Fee schedule

SCHI Partner use of the SCHI facilities will be at no cost where usage is for education, teaching and research purposes in a health related theme, with internal attendees.

Where usage is for:

- SCHI Partner non-health related activity; or
- SCHI Partner health related activity with external attendees

the following hire rates apply.

HOURLY HIRE RATES:

| Venue | PAX | Half day rate: | Full day rate: |
|---|-------|----------------|----------------|
| Auditorium | 370 | \$300 | \$600 |
| Lecture Theatre | 75 | \$100 | \$200 |
| Lecture Theatre 1 & 2 combined | 150 | \$200 | \$400 |
| Multipurpose Teaching Room ** | 30/36 | \$50 | \$100 |
| Clinical Demonstration Classroom | 30 | \$100 | \$200 |
| Clinical Demonstration Classroom 1 & 2 combined | 60 | \$150 | \$300 |

** Multipurpose Teaching Rooms are only available for hire in conjunction with a booking for another space.

Additional Fees:

- Use of the foyer area and breakout spaces external to the Auditorium and Lecture Theatre/s will incur an additional charge of \$100 per booking.
- Trade displays will incur an additional charge to be negotiated at the time of booking.
- The Wishlist Foundation organise catering and provide event support. Event support incurs an additional charge of \$100/hr (minimum 4 hours) outside of business hours (8.00am to 4.00pm Mon – Fri) and weekend bookings. Catering charges are not included in the quote below.
- Basic AV support can be provided inside of business hours (8.00am to 4.00pm Mon – Fri). Highly technical/ production level AV support or basic AV support outside of business hours and on weekends can be arranged and will incur an additional charge (to be determined).

Notes:

- The half day rate is for a 4 hour period.
- The full day rate is for a maximum of 10 hours.
- Please advise of any special requirements in the section below.

FACILITIES HIRE/ EVENT QUOTE:

| Venue: | Day/s required: | Times required: | Rate: | Total: |
|--------------------------------|-----------------|-----------------|---------------|--------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Event support (if applicable): | | | | |
| Special requirements: | | | | |
| | | | TOTAL: | |

Event requirements**CATERING OPTIONS:**

Please tick which option/s you would prefer and Wishlist will provide a quote.

| | |
|--|--|
| | Continental Breakfast <i>(Includes tea, coffee and juice)</i> |
| | Hot Breakfast <i>(Includes tea, coffee and juice)</i> |
| | Morning Tea or Afternoon Tea <i>(2 food items per person, per break; includes tea, coffee and juice)</i> |
| | Lunch Buffet, Sandwich and Salad Bar <i>(Includes tea, coffee and juice)</i> |
| | Dinner Buffet <i>(Includes tea, coffee and juice)</i> |
| | Dinner Seated 2 Course |
| | Dinner Seated 3 Course |
| | Light refreshments and beverages |
| | Light refreshments only |
| | Beverages only |
| | Water made available |
| | Other – please describe: |

NUMBER OF PERSONS:**ADDITIONAL REQUIREMENTS | SPECIAL REQUESTS:**

Please describe in as much details as possible.

| | |
|-----------------|--|
| Stationary | |
| AV requirements | |
| Equipment | |
| Other | |

Administration use only

| | | | | |
|-------------|--------|--------------------------|----------|--------------------------|
| Billing to: | Client | <input type="checkbox"/> | Wishlist | <input type="checkbox"/> |
|-------------|--------|--------------------------|----------|--------------------------|