



## Hireage of Facilities

### HAWKDUN ROOM | Medium Meeting Room

The Hawkdun Room is a modern and multi-functional space designed for up to 12 people. Various events and activities suited to the Hawkdun Room are listed below:

- *Meetings*
- *workshops / seminars*
- *training courses*
- *coaching clinics*

**Location:** Located in the North Wing of the ABC building, with access to the following spaces:

- *Kitchenette*
- *Bathrooms (including Accessible)*
- *Outdoor Area*

**Room Size:** 33m<sup>2</sup> (6.7m x 4.8m)

**Facilities:** The Hawkdun Room is typically furnished with the following:

- 1x 2-seater couch
- 1x 3-seater couch
- Board Table w/ seats
- Large-Screen TV (HDMI and USB inputs)
- Floor-Mounted Heat Pump
- Wireless internet (see below)

**Additional:** Depending on other events the Hawkdun Room can be combined with the Kitchenette (see rates below), providing easy access to Tea and Coffee making facilities, as well as a Fridge, Microwave and Oven.

## Hireage Rates<sup>1</sup>:

*NOTE: All figures listed below are GST exclusive.*

	MAXIMUM NUMBER OF PEOPLE	HOURLY RATE <sup>2</sup>	HALF DAY (3-4 HOURS)	FULL DAY (5-8 HOURS)
<b>MEDIUM MEETING ROOM</b>	<b>12</b>	\$ 23.00	\$ 66.00	\$ 111.00
			<b>HALF DAY (3-4 HOURS)</b>	<b>FULL DAY (5-8 HOURS)</b>
Large-Screen TV (HDMI and USB inputs)			FREE	FREE
Internet Access (unlimited)			\$ 10.00	\$ 20.00
Data Projector			\$ 20.00	\$ 30.00
Portable Projector Screen			\$ 10.00	\$ 10.00
Laptop Computer			\$ 20.00	\$ 30.00
Large Whiteboard (mobile)			\$ 10.00	\$ 10.00
Coffee and Tea supplies			\$ 3.00 pp	\$ 3.00 pp
Kitchenette Hire (Fridge, Microwave, Oven, etc...)			\$ 15.00	\$ 30.00

<sup>1</sup> Rates current as at February 2026

<sup>2</sup> Minimum hire 2 hours

**Deposit:** Typically a deposit of 30% of the total booking cost is required to confirm the booking. This can be arranged with the Operations Manager and is payable prior to the booking.

**Cancellation:** For bookings cancelled up to 14 days prior to the event the hirer/group will be refunded the deposit minus a \$50 processing fee.  
For bookings cancelled within 14 days of the booked event the deposit is non-refundable.

**Invoicing:** Following the hireage an invoice with any outstanding charges will be sent to the main person responsible for making the booking.

**Cleaning:** Each group using the facilities is expected to leave it in a reasonably clean and tidy condition upon departure. Failure to do so may incur additional cleaning charges.

**Enquiries / Bookings:** For more info or to make a booking feel free to get in contact with one of the people listed below:

**Jody Payne**  
Operations Manager  
office@alexchristian.org.nz  
022 522 7094  
Tuesday - Thursday | 9am – 1pm

**Craig Ashby**  
Lead Pastor  
craig@alexchristian.org.nz  
027 5483 463 | (03) 448 6136  
Sunday – Thursday | 9am – 5pm



*NORTH WING > Hawkdun Room*

