



Space Hire Application Form

Applicant Name: _____

Contact Details

Email: _____

Phone: _____

Service/Event Name: _____

Description of the event:

Dates/times of event/class:

Anticipated Attendees (number and type ie: private invitation, general public)

Qualifications/Training of facilitator/s:

Does your event/facilitator require any specific qualifications/registrations/insurances? If so, please list and confirm whether you have these in place:

Are you applying for a one-off or regular booking? (ie regular yoga class). Please provide details.

* Please note: If you are holding classes/workshops to be included on *The Wellspring Warburton* timetable, it is necessary for you to arrange cover/notification of students if you need to cancel a class.

Are you applying to use Group Studio, Communal Space or both (use of communal space is included in hire cost of studio if available)?

Would you like your event information/class details/times to be included on our website free of charge? We will need you to supply a paragraph or two of information; days/times of service/class; a photograph and can include links to your website and social media, as booking information.

Please list in detail any subsidies/concessions or free or funded services you offer to those on a low income.

All studio hire includes at no extra charge:

- Additional 15 minutes to set up and 15 minutes to pack up. May be longer by negotiation with management
- Inclusion on website and shared on social media if desired any relevant information and event page supplied
- Use of yoga mats and blankets, meditation cushions and folding chairs
- Access to kitchen/dining if desired

Studio full term hire (available Monday to Friday)

Whole term* weekly class bookings: \$25 per hour (\$5 per half hour thereafter)

Full term studio hire payment/cancellation policy

50% deposit at time of booking term class. Balance of term hire due within 14 days of first class of term.

Studio event/workshop/one-off rates (weekdays, subject to availability)

\$25/hour (pro rata, ie: \$37.50 for 1.5 hours)

\$60 per four-hour session

\$100 all day hire

Studio event/workshop/one-off rates (weekends)

\$30/hour (pro rata, ie: \$45 for 1.5 hours)

\$80 per four-hour session

\$125 all day hire

\$200 all weekend (Saturday and Sunday)

Event/workshop hire payment/cancellation policy

50% deposit at time of booking, plus \$50 bond (bond refunded in full when premises left secure and in clean and tidy order, with key returned to key safe). Deposit refunded in full if booking is cancelled more than two weeks prior to event date. Hire fee balance is due within 7 days after the start of your event.

Please email this form to wellspringwarburton@gmail.com

Thank you for your interest in being part of our Community Wellness Collective!
We will respond to your application shortly.