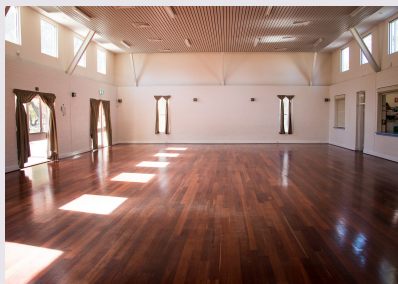




Community Facilities for Hire

within the Town of Bassendean



The Town of Bassendean has a selection of halls and meeting rooms available for regular and casual hire.

Our facilities are ideal for community group activities, corporate or sporting events, business meetings, private social functions, weddings or group fitness and are conveniently located close to the Bassendean train station and bus routes.

There is also a range of free parking options within an easy distance to our central facilities with further parking available after business hours and weekends. Street and Library parking is subject to availability and time restrictions do apply.

MAP OF *Bassendean*



A	Alf Faulkner Hall
LIB	Bassendean Memorial Library
BCH	Bassendean Community Hall
SNR	Seniors + Community Hall



Hire Information

ENQUIRIES

Please phone (08) 9377 8000 or email mail@bassendean.wa.gov.au for booking enquires or availability.

HOW TO BOOK

Hirers must apply for the booking of a Town of Bassendean facility by completing the relevant application form, noting the terms and conditions of hire. Any changes to bookings must be made in writing.

Casual and regular hire applications can be located on our website www.bassendean.wa.gov.au or a copy can be collected from our customer service office at 35 Old Perth Road, Bassendean.

Hire times must also include all setup and packup/cleaning required. All facilities have a closing time of midnight.

Applications can be submitted by email to mail@bassendean.wa.gov.au, in person at our customer service office or via post to PO Box 87, Bassendean, WA, 6934.

Your application will be processed and you will be provided with a confirmation letter that your booking has been approved as well as outlining the total charges for hire fees, bonds and permits. If a liquor permit has been requested, this will also be included.

HIRE FEES & BONDS

Hire fees and hall & key bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges. A copy of the schedule can be found at www.bassendean.wa.gov.au/documents/fees-and-charges

Hall Bonds range from \$300.00 - \$1500.00 and are finalised on the completion of a facility hire application.

Casual Key Bonds \$50.00

Permanent Key Bonds \$100.00

Hirers will be required to complete a bond refund form and submit to the Town of Bassendean for processing. Bonds will be refunded within approximately two weeks of refund authorisation.

PAYMENT OF FEES AND BONDS

Payment of hire fees and bonds is required prior to the booking and can be made by the following methods

In Person at the Town of Bassendean Customer Service Centre, 35 Old Perth Road, Bassendean.

By Cheque made payable to the 'Town of Bassendean' and posted to PO Box 87, Bassendean, WA, 6934.

By Credit Card over the phone, please call 9377 8000.

Please ensure you bring/attach a copy of your confirmation letter as this will be required to process your payment.

COLLECTION OF KEYS

Prior to the booking hirers can collect the key for the facility during business hours from our Customer Service Centre, 35 Old Perth Road, Bassendean. Please ensure you bring your confirmation letter and receipt as these will be required for the issue of the key. Building alarm instructions will be provided when you collect the key. Keys can be returned the next business day or to our after hours key box located at the front of our customer service office.

LIQUOR CONSUMPTION / LICENCE

Hirers must request a liquor permit (\$15.00) from the Town of Bassendean on the hire application to consume liquor on local government property during the hire period.

If liquor is to be sold, the hirer must first obtain the relevant permit from the Department of Racing, Gaming and Liquor in accordance with Section 43 of the liquor act, 1970. A copy of the permit must be supplied to the Town of Bassendean a minimum of 7 days prior to the date of hire.

CANCELLATION

The hirer shall give a minimum of 10 working days written notice to the Town of Bassendean for cancellation of any booking. If this doesn't occur the hirer will still be liable to pay the hire fee or part thereof. The Town reserves the right to refuse an application or cancel a confirmed booking if in its opinion the action is deemed appropriate.

Please refer to the community facility hire application terms and conditions for further information.



Alf Faulkner Hall

LOCATION

Cnr Mary Crescent and Ivanhoe Street
Eden Hill

FEATURES

A large hall with wooden floor, refrigerated air conditioning, ceiling fans, heaters, small raised stage and enclosed outdoor area with playground. Kiosk style kitchen includes fridge, bain marie, gas stove and oven, microwave, instantaneous hot water system and sinks.

The Alf Faulkner Hall adjoins a large park (Mary Crescent Reserve) and is ideal for private functions, fundraisers, dance groups, exhibitions, special interest groups, meetings & more.

SPECIFICATIONS

Maximum Capacity is 189
Theatre Style: 150 Function Style: 150
150 chairs and 20 trestle tables
Disabled entry and toilet access
30 parking bays available

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRIES

Phone (08) 9377 8000 or email
mail@bassendean.wa.gov.au





Bassendean Community Hall

LOCATION

48 Old Perth Road, Bassendean (Downstairs)
Below Administration Office

FEATURES

A large hall with wooden floor, small raised stage, reverse cycle air conditioning and enclosed outdoor paved courtyard. Kiosk style kitchen includes fridge, 8 warming trays, bain marie, gas stove and oven, instantaneous hot water system, urn, sinks and plenty of bench space.

Ideal for private functions, fund raisers, dance groups, exhibitions, special interest groups, meetings and more.

Close to Bassendean train station and bus routes.

SPECIFICATIONS

Maximum Capacity is 228

Theatre Style: 150 or Function Style 120-150

175 chairs and 15 trestle tables

Disabled entry and toilet access

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRIES

Please (08) 9377 8000 or email
mail@bassendean.wa.gov.au



Committee Room (Lesser Hall)

LOCATION

48 Old Perth Road, Bassendean (Downstairs)
Below Administration Office

FEATURES

A meeting room with reverse cycle air conditioning.

Small adjoining kitchen with sink, instantaneous hot water system and fridge.

Having vinyl flooring makes this space ideal for craft and small interest groups or meetings.

Close to Bassendean train station and bus routes.

SPECIFICATIONS

Maximum Capacity is 30

20 chairs and 5 trestle tables

Separate entrance at rear of facility

Disabled entry at main door with toilet access

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRIES

Phone (08) 9377 8000 or email
mail@bassendean.wa.gov.au



Bassendean Community Hall

Committee Room (Lesser Hall)





Library Meeting Room 1

LOCATION

Bassendean Memorial Library
46 Old Perth Road, Bassendean

FEATURES

Carpeted floor, square tables, chairs, air conditioning, data projector and screen, audiovisual system, dishwasher, fridge, kettle and sink.
WiFi available from 8:00am - 8:00pm everyday.
Ideal for meetings, small interest groups and workshops.
Close to Bassendean train station and bus routes.

SPECIFICATIONS

Maximum Capacity is 28
20 chairs and 10 tables
Disabled entry and toilet access

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRES

Phone (08) 9377 8000 or email
mail@bassendean.wa.gov.au





Library Meeting Room 2

LOCATION

Bassendean Memorial Library
46 Old Perth Road, Bassendean

FEATURES

Vinyl floor, square tables, chairs, air conditioning, fridge, kettle and sink.

WiFi available from 8:00am - 8:00pm everyday.

Ideal for meetings, small interest groups, craft groups and workshops.

Close to Bassendean train station and bus routes.

SPECIFICATIONS

Maximum Capacity is 28

20 chairs and 5 tables

Disabled entry and toilet access

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRIES

Phone (08) 9377 8000 or email mail@bassendean.wa.gov.au





Seniors and Community Centre

LOCATION

50 Old Perth Road, Bassendean
Corner of Old Perth Road and James Street

FEATURES

A large hall with wooden floor, reverse cycle air conditioning, heaters, raised stage and dining room which can be closed off from the hall via concertina doors.

Small kitchenette includes fridge, microwave, urn and sinks.

Ideal for private functions, fundraisers, dance groups, corporate functions or meetings.

SPECIFICATIONS

Maximum Capacity is 200

Theatre Style: 150 Function Style: 120 - 150

150 chairs and 10 trestle tables

Disabled entry and toilet access

15 parking bays available in front of hall

HIRE FEES & BONDS

Hire fees and bonds are applied to bookings in accordance with the current Town of Bassendean schedule of fees and charges.

FOR BOOKING ENQUIRIES

Phone (08) 9377 8000 or email mail@bassendean.wa.gov.au





CONTACT US

35 Old Perth Road,
Bassendean WA 6054

T | (08) 9377 8000

E | mail@bassendean.wa.gov.au