



ROOM HIRE INFORMATION

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THANK YOU FOR ENQUIRING ABOUT
ROOM HIRE AT THE INSYNC
WELLNESS CENTRE

It's our pleasure to be able to provide you with information regarding room hire rental at the InSync Wellness Centre. The InSync Wellness Centre is a state-of-the-art facility that has been recently refurbished with natural bamboo flooring throughout to provide a relaxing and welcoming environment.

Rooms can be hired on a casual or long-term (ongoing) basis. If you are seeking a high-frequency rental, please talk to us for a different pricing arrangement. One-off or casual bookings have specific start and end dates whereas long-term (ongoing) bookings have no specific end date.

We have smaller rooms that are suitable for health practitioners, counselors or coaches and larger rooms/studios suitable for workshops, meetings, classes and other events. Please note our rooms are suitable for a range of education and wellbeing programs. They are not suitable for parties, dinners and other similar events.

Our rooms and studios can be hired on a casual or regular basis allowing you to just pay for the time you require.



KIERAN O'CALLAGHAN
FOUNDER & DIRECTOR



TO MAKE A BOOKING HEAD TO OUR WEBSITE: WWW.INSYNCBML.COM.AU OR CONTACT ROOMHIRE@INSYNCBML.COM.AU OR CALL US ON 02 6260 6666.

“Thank you for a fabulous experience using your beautiful space for Yoga for Pain Training. The venue was clean, quiet and welcoming for our group of physiotherapists, psychologists and yoga teachers. We really appreciated your help setting up the room, check-ins throughout the training, and consideration of everything we needed to run a successful training. We would definitely recommend your venue and use it again in future”. ~ Rachael Claire West

ROOM HIRE RATES

A regular booking is more than once every four months.

ROOM	SIZE	REGULAR	NON-REGULAR	DAY RATE (REG)	DAY RATE (NON-REG)
Large Studio	72m ²	\$40/hr	\$50/hr	\$240	\$300
Medium Studio	56m ²	\$34/hr	\$44/hr	\$200	\$260
Small Studio	45m ²	\$29/hr	\$39/hr	\$175	\$230
Practitioner	8.5m ²	\$21/hr	\$29/hr	\$97	\$120

BOOKING NOTES:

- Minimum hire time is 90 minutes for studios and 4 hours for practitioner rooms (Hire time must include set-up and pack-down times).
- A 100% payment of the total number of booking(s) is required for one-off and casual bookings and the equivalent of 1 month of bookings or first 3 bookings (whichever number is greater) for long term bookings.
- A 20% peak hour loading fee applies to all room and studio bookings made between Monday to Friday 6:30AM to 8:00AM and 5:15PM to 7:15PM.
- A full day is considered from 8:40AM-5:00PM
- All prices are inclusive of GST

ADDITIONAL EQUIPMENT:

Our rooms can also include chairs, tables, yoga mats, bolsters and other equipment upon request. Please let us know at the time of booking what additional equipment you require and we will do our best to make it available to you.

If you require us to set up the equipment for you, this can be done for an additional charge of \$15 (one-time fee).



IMPORTANT ROOM HIRE INFORMATION

Rooms can be hired on a casual or long-term (ongoing) basis. If you are seeking a high frequency rental, please talk to us for a different pricing arrangement. One-off or casual bookings have specific start and end dates whereas long-term (ongoing) bookings have no specific end date.

Deposit, payment and notice of cancellation or change

For casual and/or one-off bookings:

A full 100% payment of the total fee of the booking is required before the booking is confirmed. If the booking is for multiple hire dates then the deposit due is 100% of the total fee for all hired dates.

For long-term (ongoing) room bookings:

To secure a long-term (ongoing) booking, the equivalent of 2 months total room hire is required at the time of making the initial booking. The Hirer must then pay subsequent hire fees at least 1 month prior to the next room booking period unless written notice of any change is given at least four weeks before the next booking period commences.

Cancellation policy for casual and/or one-off and long-term (ongoing) bookings

Full refund if a written notice of cancellation is received more than 30 days prior to the scheduled booking commencement date (the booking). If written notice is received between 15 to 30 days before the booking there will be a 50% refund. If a booking is cancelled less than 15 days prior to the booking no refund is provided. Notice of cancellations should be made in writing and sent to roomhire@insyncbml.com.au.

Kitchen Usage

If you are using the kitchen facilities, you are required to leave the kitchen in a clean and tidy manner, this includes leaving the benches and floor clean, large rubbish items removed and cutlery or crockery used washed and put away where possible. Let's create a better world so please endeavor to leave the kitchen in a better state than you found it. Use of the kitchen is not exclusive. If other people are using the kitchen, please respect their needs. Use of the kitchen does not include use of any of the food, teas and other consumables. If you wish to self-cater please provide your own teas, milk and other consumables.

Set up, pack up and clean up

The Hirer understands and agrees when booking the time for their event that they allow sufficient time for all setup before the event and packing up and cleaning up at the end of the event. The Hirer will need to factor in this time when making the booking. For example, if you're running a 1 hour class or event and require 15 minutes to set up before hand and 15 minutes to pack up and cleanup at the end of your 1 hour event, then you will need to book for 1.5 hours. The use of equipment has a one off charge of \$15 per room per room hire period. This includes yoga mats, bolsters, projector, massage table.

If you require us to set up the equipment for you, this can be done for an additional charge of \$15 (one-time fee).



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CENTRE**