

This factsheet provides information regarding hiring South Burnett Regional Council owned halls.

Where are the halls located?

South Burnett Regional Council owned halls are located in the following centres:

- Kingaroy Town Hall;
- Maidenwell Memorial Hall;
- Murgon Town Hall;
- Nanango Cultural Centre;
- Proston Community Hall;
- Wondai Memorial Hall.

Hiring factsheets are available for each of these halls.

Where are Committee run halls located?

Committee run halls are located in the following centres:

- Blackbutt Memorial Hall;
- Cloyna Hall;
- Durong Hall;
- Mondure Public Hall.

These halls are run by their own committees and bookings or enquiries are to be made through the committees.

Council Customer Service Centres can supply contact details required for your booking enquiries.

How do I book a hall?

Council owned halls can be booked through a Council Customer Service Centre. Customers must complete a [Council Premises Hire Application](#) and will receive a copy of the Council Premises – Conditions of Hire information package which outlines the obligations the hirer has when hiring a Council hall

What are the hire fees?

Council Customer Service officers will inform the hirer of fees and charges when a booking is made.

Payment of hall hire bookings are to be paid four (4) weeks prior to the date of the booking. Failure to pay fees four (4) weeks in advance may result in the booking being cancelled. Bookings made with less than two (2) weeks' notice must pay the hire fees at time of booking.

Is there a security/cleaning bond required?

Yes. A security/cleaning bond is required to be paid by the hirer at the time of the booking, unless otherwise exempt. Security/cleaning bonds are in place in case there is any damage to the premises and/or fittings and furniture during the event and for any cleaning council may have to arrange resulting from the hirers use of the hall.

How do I cancel a booking?

Cancellations can be made by contacting a Council's Customer Service Centre.

A full refund will be made on fully paid hire fees that are cancelled greater than seven (7) days prior to the booking. A refund of fully paid hire fees that are cancelled seven (7) days or less prior to the booking may incur penalties.

Further Information?

If you require further information in booking of halls, lodging a hire application, or would like to speak with a Council officer, contact Council via one of the following methods:

✉ South Burnett Regional Council
PO Box 336

KINGAROY QLD 4610

☎ (07) 4189 9100

@ info@sbrc.qld.gov.au

👤 Visiting one of the Customer Service Centres.