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Christchurch  
**Community House**  
**Te Whakaruruhau**  
ki Otautahi

## VENUE CHARGES

### Commercial Entities - July 16

Christchurch Community House is home to 30 Not-For-Profit Community organisations sharing resources and facilities. This means we have a number of meeting and interview room options. These are available to both not-for-profits and commercial entities. For commercial entities we have a two tier pricing system – our standard commercial rate and our special supporters' rate. We would encourage groups using CCH's venues on a regular basis to join CCH Supporters Programme so you can utilise the meeting spaces at preferential rates.

#### Meeting Room 1 (the large meeting room)

- Separate access
- Plenty of space for up to 50 people (limited only by the number of chairs in the room)
- Sound system with hand held and lapel microphone
- State of the art hearing loop
- Ceiling mounted data projector and electronic projection screen
- Electronic whiteboard
- Telephone available to make local calls. Pin number can be arranged for toll calls.
  - Telephone conferencing facilities can also be arranged upon request.
    - Wireless internet available on request
    - Fully equipped kitchenette – Rapid boil unit, dishwasher, microwave, fridge, cutlery, crockery, serving dishes, etc
    - Independent heating and cooling system with fresh air intake
    - Fantastic natural light
    - Access to a small outdoor seating area
    - Fully wheelchair accessible

	Hourly	Half Day (3-4hrs)	Full day (5-8hrs)
Supporter	\$80 + GST	\$240 + GST	\$400 + GST
Commercial	\$100 + GST	\$300 + GST	\$500 + GST

\*\* Hearing Loop, Sound System & Data Projector included in these rates.

\*\*CCH Trust reserves the right to charge a 20% cancellation fee if reasonable notice of cancellation is not received



### **Meeting Room 2**

- Seats 30 people (Theatre style seating) or 16 around a board room table (using our kite tables that can be easily setup by one person)
- Electronic whiteboard
- Data projector available on request
- Telephone available to make local calls. Pin number can be arranged for toll calls. Telephone conferencing facilities can also be arranged upon request.
- Wireless internet available on request.
- Fully equipped kitchenette – Rapid boil unit, dishwasher, microwave, fridge, cutlery, crockery, serving dishes, etc
- Independently controlled Heatpump
- Fully wheelchair accessible

	Hourly	Half Day (3-4hrs)	Full day (5-8hrs)
Supporter	\$40 + GST	\$120 + GST	\$200 + GST
Commercial	\$50 + GST	\$150 + GST	\$250 + GST

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### **Interview Rooms**

- 3 room options available
- Seats up to 6 people
- Telephone for local calls. Pin number can be arranged to make toll calls. Teleconferencing available on request.
- Wall mounted whiteboard
- Wireless internet access available on request
- Independently controlled Heatpump
- Fully wheelchair accessible

	Hourly	Half Day (3-4hrs)	Full day (5-8hrs)
Supporter	\$20 + GST	\$60 + GST	\$100 + GST
Commercial	\$30 + GST	\$90 + GST	\$150 + GST

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### **OPTIONAL EXTRAS**

To ensure your meeting is a success we can offer you the following optional extras:

	Supporter	Commercial
Data Projector	\$25.00 + GST	\$30.00 + GST
UFB Wifi	\$15.00 + GST	\$25.00 + GST
Setup Traffic	\$3.00/Gb + GST	\$3.00/Gb + GST
Photocopying	\$0.15 + GST	\$0.20 + GST
A4 B&W A4 Colour	\$0.60/Gb + GST	\$0.80/Gb + GST
Catering	See page 3 for options	

## CCH SUPPORTS CLUB







If you are a Commercial Entity and planning to use our facilities on a regular basis we would recommend that you consider joining Christchurch Community House as a supporter. Annual Subscription is affordable and unlocks our supports rates. Christchurch Community House is home to 30 Not-For-Profit Groups representing a wide cross section of the community. Your subscription is used to help fund the work of Christchurch Community House Trust and the large number of community organisations that benefit from our services.



Annual Subscription	\$200.00 + GST
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Please talk to our friendly staff about the application process.

## CATERING

Christchurch Community House is delighted to offer you the following catering options  
Our preferred caterers have been carefully selected to provide you with good food at a reasonable price and are familiar with all our venues.  
All our preferred caterers provide a delivery service and CCH Reception can supply you with a copy of their current menus

<p><b>CCH's Bottomless Tea &amp; Coffee</b></p>  	<p>We can setup any of our venues with basic tea and coffee making facilities for your guests to enjoy:</p> <table border="1" data-bbox="545 936 1508 1048"> <thead> <tr> <th></th> <th>Supporter</th> <th>Commercial</th> </tr> </thead> <tbody> <tr> <td>Half Day</td> <td>\$2.00/pp + GST</td> <td>\$2.50/pp + GST</td> </tr> <tr> <td>Full Day</td> <td>\$3.00/pp + GST</td> <td>\$4.00/pp + GST</td> </tr> </tbody> </table> <p>Minimum charge of \$15+GST</p>		Supporter	Commercial	Half Day	\$2.00/pp + GST	\$2.50/pp + GST	Full Day	\$3.00/pp + GST	\$4.00/pp + GST
	Supporter	Commercial								
Half Day	\$2.00/pp + GST	\$2.50/pp + GST								
Full Day	\$3.00/pp + GST	\$4.00/pp + GST								
 	<p>With over 20 years of experience, Canterbury owned and operated Victoria Food Service has got you covered. Choose from our range of deliciously different menus that we have created specifically for Christchurch Community House or design your own. We create everything to order ensuring it's locally sourced, fabulously fresh and infused with flavour. Your catering requirements can be added to your venue invoice. Simply complete the form CCH Staff provide with our menu options</p>									
 	<p>The Sauce Kitchen is a modern catering kitchen. Our catering is fresh and chic with many health options available for gluten free, vegetarian &amp; vegan. We are proud to be free range. At The Sauce Kitchen we source premium ingredients from Canterbury Westwood Genuine Free Range chicken from West Melton, Free range eggs are from Jock in Waimate Artisan Chorizo from Mariano Salmon &amp; Bacon from Holy Smoke in Woolston Smallgoods from Euro Deli Meats Our Pork is from Freedom Farms and our wonderful butcher is Peter Timms. We lost our High street espresso bar in the earthquakes and have re-established The Sauce Kitchen as a catering kitchen providing catering to clients at Christchurch Community House looking for something unique .</p>									

	<p>Can Do Catering is one of Christchurch's newest caterers for business and or social functions (e.g. Board meetings, staff training and workshops etc.).</p> <p>Can Do Catering is a social enterprise business that provides real employment for younger adults with significant physical impairments. Our vision is for you to hear their story through the great food they provide for you.</p> <p>Can Do Catering is a division of the Laura Fergusson Trust (Canterbury) and shares the Trust's vision of providing ordinary life opportunities for its clients.</p> <p>Our food is of a very high quality, includes organic ingredients from our own garden and is competitively priced. Delivery is free, and we are always willing to discuss and cater for any individual requirements.</p>
	<p>Relish catering was established in 1998 and has a wealth of experiences in the food industry, our staff source the freshest finest quality ingredients available in the preparation of your food, and prepare it to a very high standard, and can deliver it to you at an affordable price.</p> <p>With our varied menus, you will find a wide range of choices with something to keep every one of your guests happy! including special dietary needs</p> <p>Our catering menus cover a wide range of tastes and styles, we can also compile a menu to suit any meeting, function or occasion.</p>

Groups are welcome to use our preferred caterers, select one of your own or self-cater for your event.