



9am-1pm, Mon-Fri
 Old Hospital Heritage Precinct
 33 Tunbridge St, Margaret River
 08 - 9757 3200 bookings@mrcc.com.au

Kitchen Hire Information

Commercial Kitchen

May be hired for:

- Not-for-profit purposes and fundraisers
- Small scale businesses (eg cooking classes)
- Commercial purposes only if the business is in a start-up phase to trial the viability of the business and for a maximum of 12 hrs/week over a maximum period of 6 months. Shire permits required.

Floor Space 6m x 5m.

Commercial gas stove, convection microwave, dishwasher, fridge, kettle, urn. Please note there is **no oven**.

BYO for all other equipment, including utensils.

There is no capacity for storing equipment or food between hires.

Limited availability on Mondays and Wednesdays due to use by Margaret River Soup Kitchen.

Hire rate

\$30/ 2 hour hire

All spaces can be hired for a minimum 2 hour block, at \$30/2hr.
 2-4hours = \$60 4-6hours = \$90 6-8hrs = \$120

Kitchen hire process when applying for commercial use

Specific criteria and process for kitchen hire for commercial purposes (not applicable to not-for-profit activities)

1. When a potential hirer contacts the Community Centre:
 - Identify purpose of hire: must align with MRCC objectives (start-up stage of business)
 - Identify usage limits: maximum of 12 hrs/week and maximum period of 6 months
 - Identify specific days and times hirer would like to book (this info is needed in the CKR)
 - Complete an MRCC hire registration form.
2. Community Centre emails a "Commercial Kitchen Request" (CKR) to the Shire seeking approval to sub-lease the kitchen to the hirer (refer to template). Once CKR approval is received, Community Centre notifies the hirer.
3. Hirer applies to Shire Environmental Health Service for a "Certificate of Registration of a Food Business" which will show MRCC as their permitted premises. The Shire will email a copy of this to MRCC if/once approved, to be kept on file with the hirer's registration form.
4. Enter bookings in Skedda. MRCC Kitchen has Class 1 Food Premises Classification. Proof of this can be provided to the hirer if required

Additional information

By hiring a space at Margaret River Community Centre you are agreeing to the Room Hire Terms and Conditions.

Gas Bottles

- If the gas runs out you will need to manually switch bottles.
- They are located on the back wall within the kitchen garden.
- You need to turn on the full bottle and flow will then switch automatically.
- Please, also advise the office that you have done this – so we don't run out of gas.