

SCHEDULE OF CHARGES



Tolmie Mechanics Institute
—kitchen and supper room

FUNCTIONS

Single Day Function (day or night) \$250
(Tolmie residents \$175)

Two day function (eg. Wedding) \$350

Additional set-up days \$100

Hire includes up to 10 tables and 100 chairs
(We recommend max 100 for sit-down functions)

Crockery/cutlery hire per 3 course setting \$2

MEETINGS and ACTIVITIES

Meetings, short functions, small groups etc
up to 3 hours \$100
Or.. \$3/head if less than 30 people

BOND 18th and 21st parties \$1000
Other events \$500

Note: hire for 18th and 21st parties will be at
the sole discretion of the committee.



TOLMIE RECREATION RESERVE

Camping per person per night \$7.50
Children under 5 free.

Facilities—Toilets, Showers, Electric BBQ, Camp
Kitchen with sinks, hot water, microwave, kettle etc
and woodfire. Sports Oval, Stables, 2 Fireplaces (please
collect your own wood), Playground and Tennis Courts

Use of Kiosk, Office or Bar \$100
(for up to 2 days, additional days by negotiation.)

Camping is limited to a maximum of four consecutive
weeks in any 12 month period.

Use of the Reserve is provided at minimal cost, with the
expectation that the hirer is responsible for leaving all
facilities clean upon departure.

TOLMIE MECHANICS INSTITUTE

&

TOLMIE RECREATION RESERVE

13 Tolmie-Mahaikah Rd
Tolmie

CONTACTS:

Booking Officer, Linda Terry Ph 03 5776 2113,
Email: linds.gsi.terry@gmail.com

*The Committee reserves the right to reject or accept any application to hire the reserve,
the hall or its equipment*

TOLMIE MECHANICS INSTITUTE

COMMUNITY HALL & GROUNDS SERVICES AND FACILITIES



Tolmie Mechanics Institute &
Recreation Reserve Committee Inc.

Tel 03 5776 2113

HALL ACCESS AND FACILITY INFORMATION

Welcome to the Tolmie Mechanics Institute.

The hall was first built in 1920 and was opened with a dance on July 2nd 1920. Admission was five shillings for gentlemen, while ladies were free. The hall included a kitchen with an open fireplace (now a storeroom) and a ladies cloakroom.

A supper room was added in 1951 and a new toilet block added in 1982. Further improvements occurred in 1985 and then a major renovation adding the verandah and deck, cladding the toilet block and introducing larger windows in the supper room was completed in August 2008.

We hope you enjoy your function.



Tolmie Mechanics Institute 1985

KEYS AND ENTRY

Keys are to be collected from the Booking Officer. The same key opens both sets of double doors.

POWER AND LIGHTING

The switchboard is located in the eastern entry. Lights for the mens and ladies toilets are located in this switchboard (white switches below the power panel). Please do not turn off any other power switches except in emergencies. Please ensure sensor light switches at both exit doors remain switched on when you leave.

APPLIANCES

The Hall is equipped with 2 ovens, gas hotplates, 2 microwaves, dishwasher, refrigerator and large urn.

HEATING AND COOLING

Both units are pre-set to suitable running conditions and can be simply operated by only using the ON/OFF buttons on their controllers. The remote controller for the split system in the supper room must remain in its holder at all times. Please note that the controller for the gas heater (found at the right of the bifold doors) is NOT removable. It is fixed to the wall. Please do NOT attempt to remove it from its cradle. Please do NOT run the heater above 23°C or the air-conditioner below 23°C. Further Instructions for both systems are provided in a red folder in the 3rd kitchen drawer.

WOOD FIRE

Wood for the firebox in the hall (only) can be found in the woodshed at the NW corner of the building. Please

do not place logs on the timber floor – use only the basket provided. The fire has an electric fan. Please ensure the fire is left safe at the end of the function and the fan turned off

HALL FURNISHINGS

There are a number of trestle tables and chairs available and are included in the hire cost. Please notify the booking officer at least one week prior to the function of the number of tables and chairs required so they can be made available. Crockery and cutlery is also available for hire.

FIRE SERVICES AND FIRST AID

Please familiarize yourself with the internal and external locations of the fire extinguishers. A First Aid kit is located in the kitchen. The hirer shall incur any costs relating to the unnecessary discharge of fire extinguishers.



Inside main hall