

---

### Venue Hire Cost

\$400.00 + GST Seminar Room and Patrick Room for a full day (over 4 hours)

\$200.00 + GST Seminar Room and Patrick Room for a half-day (up to 4 hours)

\$200.00 + GST Patrick Room only for a full day (over 4 hours)

\$300.00 + GST Seminar Room only for a full day (over 4 hours)

\$150.00 + GST Seminar Room only for a half-day (over 4 hours)

\$100.00 + GST Patrick Room only for a half-day (up to 4 hours)

GPTT will provide a room hire discount of 10% to GPTT accredited general practices, members and charitable organisations.

### Confirmation of Booking

Bookings are deemed confirmed once a signed Booking Form has been received by GPTT.

Should you no longer require your booking please advise in writing (email).



### General Practice Training Tasmania

Level 3, RACT House  
179 Murray Street  
Hobart Tasmania 7000  
Ph: +61 (03) 6215 5000  
Fax: +61 (03) 6234 1666  
Email: [reception@gptt.com.au](mailto:reception@gptt.com.au)

[www.gptt.com.au](http://www.gptt.com.au)

General Practice Training Tasmania

# Venue and Equipment Hire



## General Practice Training Tasmania

### Venue and Equipment Hire

Located at Level 3, RACT House, 179 Murray Street, General Practice Training Tasmania offers two rooms for hire. Both rooms are purposely built for meetings, training and conferences. They can be booked separately or opened up into one large area.

Next to the meeting rooms is a large breakout area where catering can be set up as well as a fully equipped kitchenette.

#### Capacity

Room	Type / Seats			
	Board	Theatre	U-Shaped	Classroom
Patrick Room	16	30	18	30
Seminar Room	20	50	18	18
Patrick & Seminar	32	72	34	46

#### Audio/Visual Equipment Provided

##### Seminar Room

- Data projector with drop down screen
- Laptop will connect to screen through HDMI, adaptors are available for VGA only laptops and Macbooks
- Blu Ray Player
- Lectern with built-in microphone
- Wireless lapel microphone

##### Patrick Room

- Large TV screen
- Laptop will connect to screen through HDMI, adaptors are available for VGA only laptops and Macbooks

#### Catering Arrangements

The hiring organisation will be responsible for their own catering. A fully equipped kitchenette is available for the purpose of preparation/serving of food.

Continuous tea and coffee (and water) can be provided for a cost of \$3.00 + GST per head.

#### Venue Access

##### Within office hours (9.00 am – 5.00 pm)

Enter the building via the main doors in Murray Street, proceed to the third floor via the lift or stairs. Proceed to the GPTT front door where staff will arrange for access into the training area.

#### Venue Site Visits

The venue is available for viewing by appointment only during normal office hours. Please contact GPTT's reception on 6215 5000 or by emailing [reception@gptt.com.au](mailto:reception@gptt.com.au) to arrange an appointment.

#### Public Liability

GPTT has a current Public Liability Insurance policy with cover to the value of \$20,000,000.

#### Loss or Damages

The hiring organisation will be financially liable for any damages or loss caused by their guests or suppliers to the venue.

Please note that no items are to be nailed, screwed, stapled or adhered to the walls, doors, ceilings or any other surface.

GPTT will accept no responsibility for loss of or damage to merchandise, equipment or personal articles left in the venue, prior to, during or after a function.

#### Deliveries and Set-up

All deliveries (e.g. catering) must be advised to GPTT reception.

Set up of the venue will be discussed prior to the day of the event. GPTT will set up the configuration of the room on the preceding day as per hiring organisation's requests.

#### Cleaning

It is the responsibility of the hiring organisation to leave the premises in a reasonable state of cleanliness, including ensuring all rubbish is contained in supplied rubbish bins.

All kitchenware used must be placed in the dishwasher in the kitchenette.

A cleaning fee of \$35.00 will be charged to the account if the premises are not left in a reasonable state.