

Service and Product Price List Current at: 29th March 2011

All prices listed are inclusive of GST

City Village: Level 3, 225 Bourke St, Melbourne / administration office

Southern Cross Station: 99 Spencer Street, Melbourne / under the Bourke St Bridge, opposite Luggage Hall

Flinders Street Station: Flinders Street, Melbourne / between platforms 9&10 on the concourse level

SHOWERS & REST ROOMS – Southern Cross Only		
SERVICE	FULL RATE	SUBSIDISED RATE *
Shower	\$4.50	\$3.50
Bulk showers (x 10)	\$30.00	\$30.00
Change Room	\$1.00	\$1.00
Rest Room	\$5.00	\$3.50
Ironing Facility	\$2.50	\$2.00

HYGINE PRODUCTS – Southern Cross Only	
SERVICE	PRICE
Towel	\$3.50
Soap	\$1.00
Combs	\$1.00
Hair Conditioner	\$1.00
Hair Shampoo	\$1.00
Razors	\$1.00
Tooth Brush Kits	\$2.95
Striped Bags	\$4.00
Travel Kits (shampoo, conditioner, moisturiser, Loofah soap)	\$5.00
Sanitary Tampons	\$1.00
Sanitary Pads	\$2.00

PUBLIC INTERNET – Southern Cross Station and Flinders Street Station		
SERVICE	FULL RATE	SUBSIDISED RATE *
Internet (per 30 mins)	\$3.00	\$2.00
Internet (per 1 hour)	\$5.00	\$3.00
Printing (per page)	\$0.20	\$0.15

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PAPER SERVICES – All 3 sites		
SERVICE	FULL RATE	SUBSIDISED RATE *
Printing (per page)	\$0.20	\$0.15
Photocopying (per page)	A4 = \$0.50 per sheet	A4 = \$0.30 per sheet
Photocopying (per page)	A3 = \$1.00 per sheet	A3 = \$0.80 per sheet
Faxing (per page)	\$3.00	\$2.50

BEVERAGE SERVICES		
SERVICE	FULL RATE	SUBSIDISED RATE *
Tea & Coffee – FSS & SCS	\$0.50 – clients only	n/a
Tea & Coffee – City Village	\$2.00	\$1.50

LUGGAGE STORAGE – City Village & Flinders Street			
SERVICE	FULL RATE (per day)	SUBSIDISED RATE * (per day)	Weekly (per week) Only at City Village
Small = <u>under</u> 56x45x30 cm (smaller than airport carry on size)	\$3.00	\$2.00	\$ 15.00
Medium = 56x45x30 cm (equal to airport carry on size)	\$5.00	\$3.00	\$ 25.00
Large = <u>over</u> 56x45x30 cm (larger than airport carry on size)	\$7.50	\$5.00	\$ 30.00
<i>Please phone 03 9654 2600 if you have bulky items to store e.g. lots of luggage, surfboards etc, for storage at City Village.</i>			

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MOBILITY EQUIPMENT – All 3 sites (Terms and Conditions Apply)				
SERVICE	FULL RATE (per day)	FULL RATE (per hour)	FULL RATE (per week)	CONDITIONS
Electric Scooters / Electric Wheelchairs	\$28 **	\$3.50 ** Min two hours	\$175 **	Photo ID required
Manual Wheelchairs	\$16 **	\$2 ** Min four hours	\$100 **	Photo ID required
Walking Canes	\$5	n/a	n/a	\$20 cash deposit required
Walking Frames	\$5	n/a	n/a	\$20 cash deposit required
Forearm Crutches	\$5	n/a	n/a	\$20 cash deposit required
Walking Sticks	\$5	n/a	n/a	\$20 cash deposit required
ID/Symbol Cane	\$5	n/a	n/a	\$20 cash deposit required
Children's Strollers / Prams	\$10	n/a	n/a	\$20 cash deposit required

*** 25% discount for Electric Scooters and Electric or Manual Wheelchairs for Concession / Pension Card holders, as well as Travellers Aid Members / Supporters*

MEMBERS	
SERVICE	COST
Travellers Aid Membership	\$15.00 per annum
Membership entitles you to the following benefits: <ul style="list-style-type: none"> ➤ Invitations to events ➤ Newsletters ➤ Subsidised rates for services 	

* SUBSIDISED RATE
Applies to the below groups of people
<ul style="list-style-type: none"> ➤ Concession card holders ➤ Travellers Aid Members ➤ Travellers Aid Emergency Relief clients

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COMMUNITY MEETING ROOM FACILITIES – City Village Boardroom

Location: City Village – Level 3, 225 Bourke Street

PRICES (all rates are inclusive of GST)

Corporate Hourly Rate	\$20.00	Hourly Rate Includes: Tea, coffee, water
Not for Profit Hourly Rate	\$15.00	Hourly Rate Includes: Tea, coffee, water

Room & Hiring Information:

- The Boardroom seats up to 10 - 12 people comfortably using existing chairs in the room.
- All room hires include tea, coffee, water, and use of the fixed whiteboard (markers provided).
- The data projector, screen and laptop can be provided at an additional charge of \$25 per booking.
- Our offices are open from 9am to 5pm Monday to Friday. We can accommodate your booking between the hours of 8am and 6pm. If your booking is outside these hours please contact Andrea Diem or Nicole Neal 03 9654 2600
- All bookings must go through Nicole Neal or Andrea Diem via: meetings@travellersaid.org.au or calling 03 9654 2600.
- Additional catering is available on request. Please advise us of your requirements and we will send you a quote for catering, provided by an external provider.

Disability Access & Personal Carers:

- If you require disability access please inform Travellers Aid on 9654 2600. A staff member will meet you at the front of the City Village building and escort you through the entrance.
- Accessible toilets are located on Level 6, you will need a swipe card to gain access from Level 3. Please request this from Travellers Aid staff.
- A Personal Carer can be made available to attend your meeting at a rate of \$33 per hour (includes GST). *Please note this service is also available for our Carers to attend your events, functions, etc at external sites for the same rate, contact Nicole Neal on 9654 2600 for more information.*

Cancellation and General Policy for Room Bookings:

- 48 hours notice is required to cancel 1 – 4 hour bookings.
- 1 weeks advance notice is required to cancel whole day bookings (any time greater than 4 hours), otherwise 70% of the total room hire cost will be invoiced to your company.
- 1 months notice will be required to cancel block bookings (i.e. bookings greater than 1 day), otherwise 80% of the total booking cost will be invoiced to your company.
- Please note prices are subject of change.
- Meeting Room hire and equipment are subject to availability.