

## EQUIPMENT

The hire of our meeting rooms include the use of the following items at no additional cost:

- Chairs and tables
- Tea and coffee making facilities

There is also a large range of equipment which is available during office hours only at very moderate rates. These include:

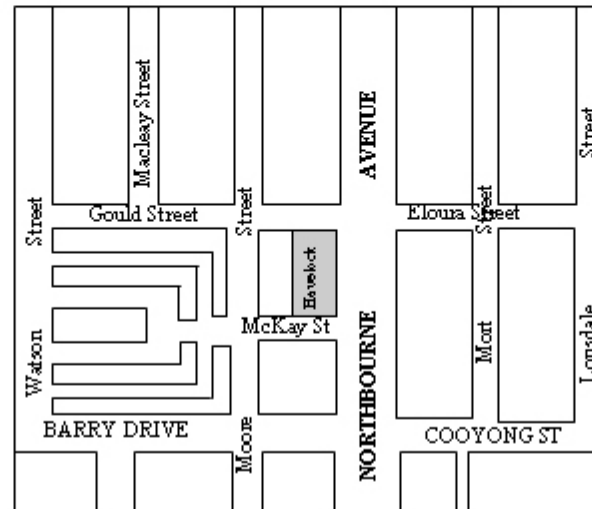
- Overhead projector & screen \$25.00
- Whiteboard \$20.00
- Video and television \$25.00
- PA system \$25.00
- Facsimile facilities \$3.00 per sheet interstate
- \$2.00 per sheet locally
- Photocopying facilities \$0.25 10 pages or more
- \$0.50 1—5 pages

## HOW TO BOOK

- Bookings can be made in person, by phoning (02) 6257 2277, by email to [info@havelock.asn.au](mailto:info@havelock.asn.au) or by fax to (02) 6248 0865.
- Payment is made either at the time of booking or on receipt of invoice, prior to the time of room hire.



## WHERE TO FIND US



### HAVELOCK HOUSING ASSOCIATION INC.

85 Northbourne Avenue  
Turner ACT 2612

Phone (02) 6257 2277  
Fax (02) 6248 0865

Email [info@havelock.asn.au](mailto:info@havelock.asn.au)

Office hours  
9am to 5pm  
(Monday, Wednesday, Thursday & Friday)

and 9am to 12:30pm  
(Tuesday)



# HAVELOCK MEETING ROOMS

Available for hire for your conferences, meetings, seminars and special events

- Comfortable and affordable
- Unique charm and spacious
- Close to the City Centre
- Handy to local transport
- Equipment available