

## MUSIC AUSTRALIA HOT DESK AND CO-WORKING SPACE

### Terms and Conditions of Hire

#### The Hirer Criteria:

- Be an established sole trader, cultural business or organisation, preferably working in music
- Currently a permanent resident of Australia
- Able to commit to a minimum of 3 months, longer is preferable
- Willing to work in a communal office environment
- Use the desk at least 3-4 days a week
- Have the ability to work independently

#### Rates & Fees:

- Music Australia Hot Desks cost \$250 (inc. GST) per month.
- At the commencement of a new lease, The Hirer is required to pay 3 months' rent upfront (a minimum of \$750 (inc. GST)).
- Monthly rent payments are payable in advance via Direct Debit or Invoice
- No deposit or bond is required.
- Hirers sign with a 12 month lease receive 4 weeks (or the first month) rent free.
- Music Australia organisational members receive 4 weeks (or the first month) rent free.

#### Fine Print:

The Hirer will be responsible for any breakage, defect, damage, theft or vandalism caused by the Hirer to the Centre or the property of Music Australia or Erskineville Town Hall during the Hire Period. Damage must be reported to the Program Coordinator Scarlett Di Maio immediately on [scarlett@musicaustralia.org.au](mailto:scarlett@musicaustralia.org.au) or (02) 9519 9778.

The Hirer must act responsibly, courteously and ensure all use of the hired Hot Desk is compatible with Music Australia and Erskineville Town Hall. The Hirer must pay rent promptly in advance and will be required to vacate the premises if in arrears for 2 weeks or more.

The Hirer must exercise due care and competence, professional practice and take out any required insurance cover for their business activities.

**Music Australia**  
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