

## About Us

Formally known as the Harvey Telecentre, the Harvey Community Resource Centre (HCRC) is a non-government, not-for-profit organisation that has been serving the Harvey community since 2002.

Community Resource Centres (CRCs) are friendly, locally owned and operated service and information centres. Over 100 centres across the State form the Western Australian Community Resource Network, which is supported by the Department of Primary Industries and Regional Development and the Royalties for Regions initiative.

The HCRC is the community's hub for support services that provide advice and counselling in areas such as; legal aid, finance management, mental health and substance abuse are available on a weekly or fortnightly basis.

Being an Access Point for Services Australia (formerly Dept. Human Services), the community are also offered the opportunity to report and contact Centrelink, Child Support and Medicare via fax, telephone or through their MyGov account.

The provision of opportunities to access training, participate in cultural and community events and conduct business with government agencies enhances community connection.

Our friendly staff are dedicated to providing the best service possible to the local community with professionalism, compassion and integrity.

### Newsletter Advertising

6cm x 6cm	\$15.00
12cm x 6cm	\$17.00
1/4 Page	\$20.00
1/2 Page	\$40.00
Full Page	\$60.00
Advert Design /Hr	\$32.00
<b>FOR SALE</b> Ads (2L) <i>FREE</i>	\$ 5.00

### Room Hire

No Internet	\$18.50/Hr
Including Internet	\$24.00/Hr

### Video Conferencing Room

Room Hire	\$25.00/Hr
Daily Rate	\$110.00

Video-conference meeting set up will attract a fee of \$32.00 per hour if platforms other than what are already used by our CRC are requested.

### Whiteboard Hire

Per Day	\$50.00
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### Community Garden

Membership	\$10.00/Year
Plot Hire	\$25.00/Year



## Services Price List

5 Gibbs Street, Harvey W.A. 6220

**P: 08 9729 1669**

F: 08 9729 1649

E: [admin@harveycrc.com.au](mailto:admin@harveycrc.com.au)

W: [www.harveycrc.com.au](http://www.harveycrc.com.au)

  @harveycrc

### Opening Hours

Monday - Friday 8.30am - 2.30pm



### General Computer Use

Unassisted Free

### Internet Access

Up to 1 hour  
Unassisted Free

Extended Time after  
First hour \$4.00/Hr

Seniors (1 hour) Free

### Wifi

Up to 1 hour Free

### Emailing/Scanning

Sending an Email \$2.00

Scanning to a USB \$1.00

*Service provided by staff only*

### Facsimile

Sending \$0.60/Page

Receiving \$0.10/Page

International \$5.00

### Spiral Binding

Per Booklet \$8.00

*Including Front & Back Cover*

### Folding

Per Page \$0.10

### eTax

Processed by Staff \$42.00

### Printing/Photocopying

#### Black & White 80Gsm Copy Paper

A4 Single Sided \$0.10

A4 Double Sided \$0.20

A3 Single Sided \$0.30

A3 Double Sided \$0.40

Bulk A4 (SS/100) \$0.15

#### Colour 80Gsm Copy Paper

A4 Single Sided \$0.80

A4 Double Sided \$1.80

A4 Colour Paper \$0.80

A3 Single Sided \$1.00

A3 Double Sided \$2.00

A4 Card (Additional) \$0.40

#### Colour Photo Printing

A4 (20x25cm) \$7.50

4"x6" (10x13cm) \$1.50

5"x7" (12x17cm) \$3.50

#### Label Printing

Black/White \$3.00

Colour \$4.50

*Per Page*

#### Laminating

A4 Page \$2.00

A3 Page \$4.00

Business Cards × 10 \$5.00

Business Cards × 100 \$32.00

Posters

*Please See Staff for Prices of Larger Posters*

#### PLEASE NOTE

**A standard fee of \$32.00 per hour will be charged for our staff to provide their services.**

**These will be calculated at a pro-rata rate, i.e.**

**\$8.00 for a 15 minute job**

### Secretarial Services

Job Application \$32.00

*Including Preparation of Books/Resume*

Resume Preparation or  
Update \$32.00

Resume Transferred  
to USB \$2.00

Reports (Per Hour) \$32.00

General Typing \$32.00

### Funeral Eulogy Booklet

Black & White \$1.20

Colour \$3.50

*Per Booklet (Printed /Photocopied)*

Designed by Staff \$32.00

### Computer Training

30 Mins Tuition \$10.00

1 Hour Tuition \$32.00

*One-on-One*

### NLIS Wand Hire

Per Day \$10.00

**Deposit of \$100.00 Required**

### Business Cards

Vistaprint (Pk 250) \$40.00

*Advertised Vistaprint discounts will be subtracted from overall cost.*

HCRC Created Cards \$20.00