

## About Us

Formerly known as Harvey Telecentre, the Harvey Community Resource Centre (HCRC) is a non-government, not-for-profit organisation that has been serving the Harvey community since 2001.

Community Resource Centres (CRCs) are friendly, locally owned and operated service and information centres. 147 Centres across the State form the Western Australian Community Resource Network (WACRN), which is supported by the Department of Primary Industries and Regional Development and the Royalties for Regions initiative.

HCRC is the community's hub for support services that provide advice and counselling in areas such as legal aid, finance management, mental health counselling, and employment support through atWork Australia™ on a weekly or fortnightly basis.

As a Centrelink agency for Services Australia, the community is also supported to report and contact Centrelink, Child Support, Medicare, or My Aged Care via fax, telephone, or through the Centrelink Access Point

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
FOR SALE Ads (2L)	\$5.00

**Room Hire (Rms 1 & 3)**  
(with or without internet) \$25.00

**Community Garden Outdoor Undercover Area**  
Floor space only \$50.00 / hr  
Add on packages available (please see staff)

## Video Conferencing Room

Per hour \$35.00 / hr  
Per day \$175.00 / day  
Set up and pack up on completion—if different to CRC \$36.00

*Video-conference meeting set up will attract a fee of \$36.00 per hour if platforms other than what are already used by our CRC are requested.*

## Equipment Hire (per hour)

Whiteboard	\$5.00
Mobile TV	\$50.00
Movie Screen & Projector	\$50.00
VC Connection	\$15.00
Technical Support	\$12.00 / 15 mins



Your local connection



## Services Price List

5 Gibbs Street, Harvey W.A. 6220

P: 08 9729 1669

F: 08 9729 1649

E: events@harveycrc.com.au

W: www.harveycrc.com.au



@harveycrc

## Opening Hours

Monday to Friday 8.30am - 2.30pm



### Computer Use—with or without internet

Up to 30 minutes Free  
 Extended time (calculated in 30 minute increments) \$5.00 /30 mins

### Wifi

Up to 1 hour Free

### Emailing/Scanning

Sending an Email \$3.00  
 Scanning to a USB \$2.00

*Service provided by staff only*

### Facsimile

Sending (per page / local) \$0.60  
 Receiving (per page) \$0.10  
 Interstate (first page) \$5.00  
 International (1st page) \$5.00  
 Subsequent pages \$0.50

### Spiral Binding

Per Booklet \$8.00  
*Including Front & Back Cover*

### Folding

Per Time (15 minute increments) \$9.00 /15 mins

### Guillotine (must be quoted)

Per Time (15 minute increments) \$9.00 /15 mins

### PLEASE NOTE

A standard fee of \$36.00 per hour will be charged for our staff to provide their services. These will be calculated at a pro-rata rate, i.e. \$9.00 for a 15 minute job

### Printing/Photocopying

Black & White 80Gsm Copy Paper  
 A4 Single Sided \$0.20  
 A4 Double Sided \$0.40  
 A3 Single Sided \$0.40  
 A3 Double Sided \$0.70  
 Bulk A4 (SS/100) \$3.00 / 100  
 Bulk A4 (DS/100) \$4.00 / 100  
 Bulk A3 (SS/100) \$4.00 / 100  
 Bulk A3 (DS/100) \$5.00 / 100

### Colour 80Gsm Copy Paper

A4 Single Sided \$0.80  
 A4 Double Sided \$1.20  
 A4 Colour Paper \$0.80  
 A3 Single Sided \$1.00  
 A3 Double Sided \$1.60  
 Bulk A4 (SS/100) \$4.00 / 100  
 Bulk A4 (DS/100) \$5.00 / 100  
 Bulk A3 (SS/100) \$8.00 / 100  
 Bulk A3 (DS/100) \$9.00 / 100  
 A4 Card (Additional) \$0.40

### Colour Photo Printing

A4 (20x25cm) \$5.00  
 4"x6" (10x13cm) \$0.80  
 5"x7" (12x17cm) \$2.00

### Label Printing(per page)

Black/White \$3.00  
 Colour \$4.50

### Laminating

A4 Page \$2.00  
 A3 Page \$4.20  
 Business Cards x 10 \$5.00  
 Business Cards x 100 \$34.00  
*Posters*

*Please see staff for prices*

### Secretarial Services ( must be quoted)

15 minutes (minimum charge ie \$9.00 per 15 minutes) \$9.00  
*Includes flyers, posters, letters, transcribing etc*  
 - Job Application  
 - Resume Preparation or Update  
 - Reports  
 - General Typing  
 - Funeral Eulogy Booklet

Resume Transferred to USB \$2.00

### Sales

4gb USB Flash Drive \$15.00

### Computer Training

30 Mins Tuition Free  
 Every 15 minutes thereafter \$9.00  
*One-on-One*

### NLIS Wand Hire

Per Day \$10.00  
 Deposit of \$100.00 Required

### Business Cards

Vistaprint (Pk 250) -  
 Calculated according to current Vistaprint charges  
 HCRC Created Cards(Pk 50) \$9.00/15 mins  
 (must be quoted)

