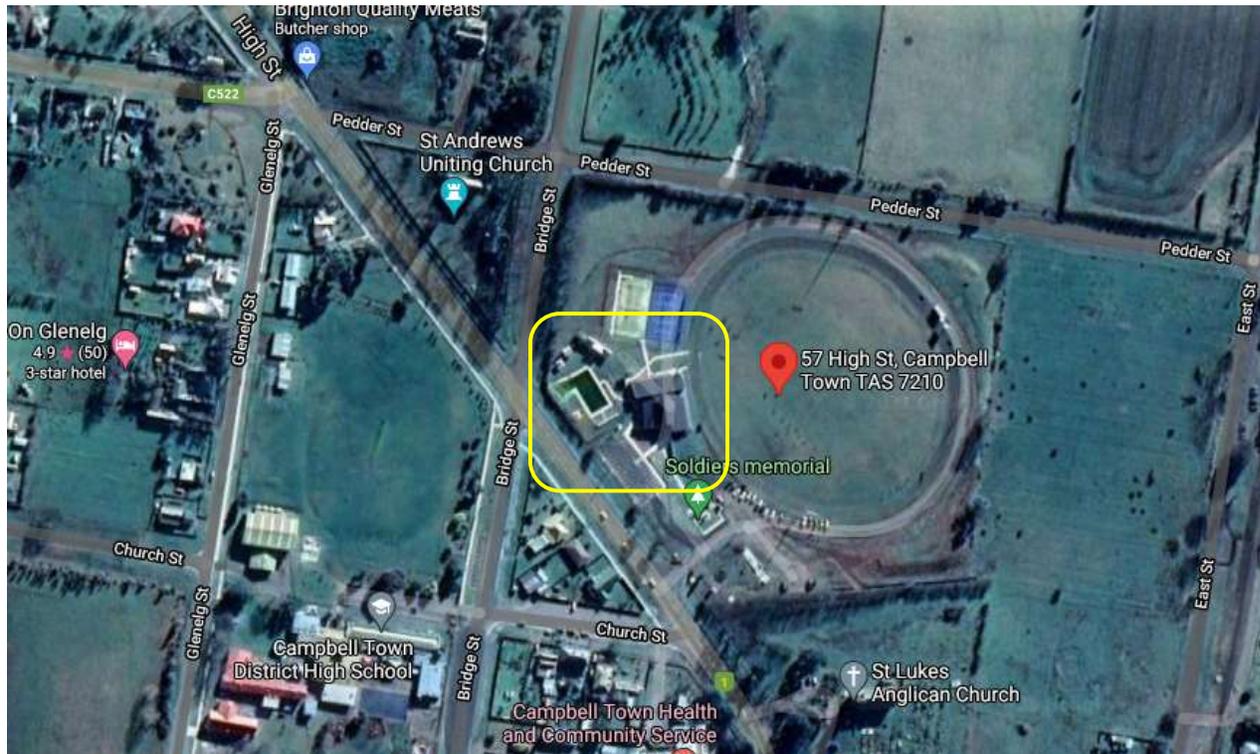


Campbell Town Recreational Complex Meeting Room 1 Guide

Getting here

The Campbell Town Recreational Complex is located at **57 High Street Campbell Town, Tasmania**



Enter building via the main entry. Then follow the hexagonal carpet down the main hall. Meeting Room 1 is the fourth door on the left, before the glass doors.



Information for the Host

Facilities

- **Toilets** - are located to the left of the main entry point. Please follow the signs.
- **AV Equipment** – There is no AV equipment in this space, only a table and chairs.
- **Heating** – there is a wall mounted heating system that can be adjusted to suit.
- **Parking** – is available at the front of the Complex.

Emergency information

- In the event of an evacuation, please follow the advice from a warden or leave immediately through the nearest safe exit (follow the green exit signs). Go directly to the assembly area located at the Main entrance to the site (driveway entrance at end of car park). Await further instructions from Emergency Services or the NMC Representative.



Venue requirements

- Please ensure all guests follow current COVID arrangements. For further details visit: <https://www.coronavirus.tas.gov.au/>
- Please leave the room as you found it. If there is excessive mess (e.g., food on the floor, etc.) there may be an additional charge incurred.
- Please be respectful of the other patrons and keep noise to a minimum when in shared areas (e.g., hallways, outside windows, etc.).
- Other areas (kitchen, change rooms, etc.) will be locked, unless the space has been booked as part of your reservation.

Feedback

Do you have feedback, comments or suggestions? Please email council@nmc.tas.gov.au

Contact

Should you require any assistance, please to contact the **Facilities Officer** on **0456 996 809**. Please note, the Facilities Officer works part-time and may not be on site at all times. If you require urgent assistance and the Facilities Officer is not available, please contact Northern Midlands Council on (03) 6397 7303.

Information as at Dec 2022