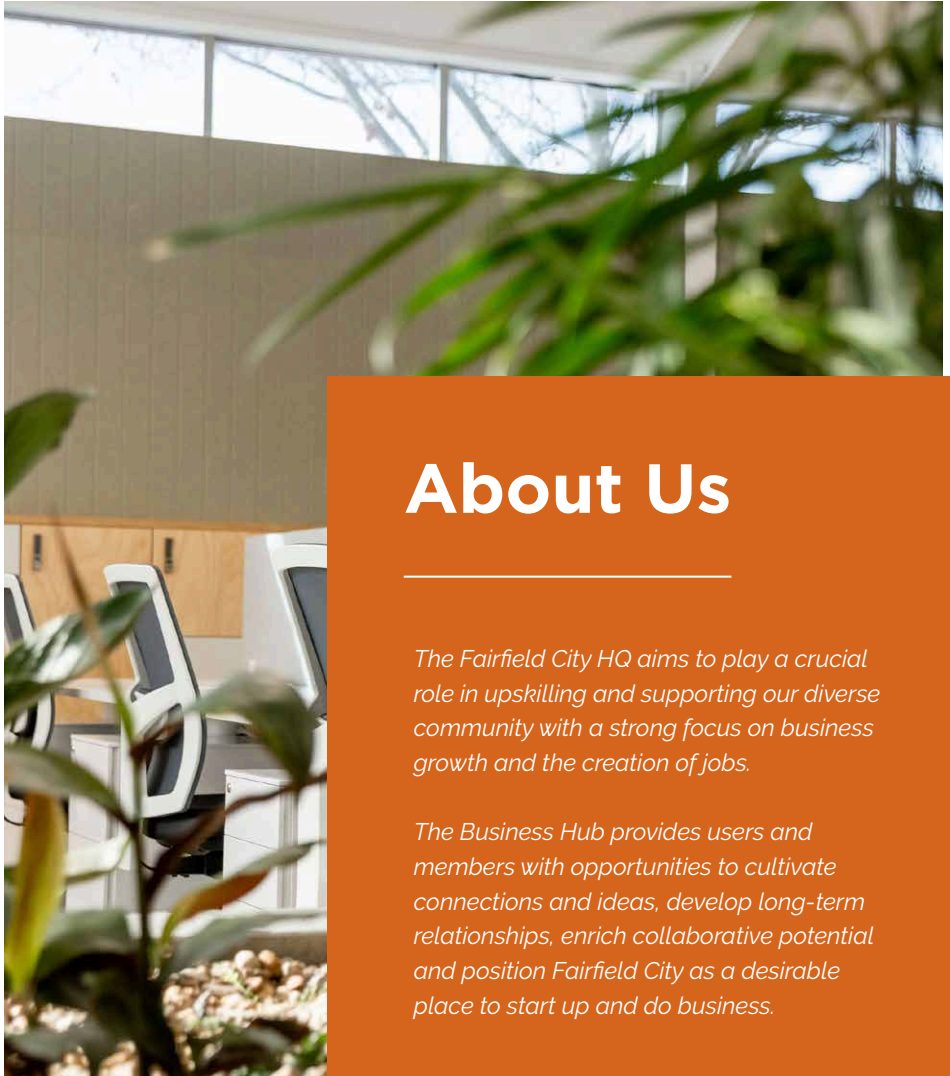


WHO WE ARE

FAIRFIELD CITY HQ





About Us

The Fairfield City HQ aims to play a crucial role in upskilling and supporting our diverse community with a strong focus on business growth and the creation of jobs.

The Business Hub provides users and members with opportunities to cultivate connections and ideas, develop long-term relationships, enrich collaborative potential and position Fairfield City as a desirable place to start up and do business.

Contents

| | |
|--|----|
| Business Networking | 05 |
| <i>Working together to attract investment and facilitate new opportunities</i> | |

| | |
|---|----|
| Business Hub | 06 |
| <i>Accessible co-working office space with facilities for business growth and collaboration</i> | |

| | |
|--|----|
| Meeting Spaces | 07 |
| <i>State-of-the-art meeting spaces and high-quality conferencing equipment</i> | |

| | |
|---|----|
| Vic Winton Community Space | 08 |
| <i>A fully-equipped, versatile space tailored to meet your team & business needs.</i> | |

| | |
|--|----|
| Studio HQ | 10 |
| <i>Unleash your artistic vision and capture stunning visuals</i> | |

| | |
|--|----|
| Audio HQ | 12 |
| <i>Creating and edit content to share directly with your listeners</i> | |

| | |
|--|----|
| Fees & Charges | 14 |
| <i>Competitive rates for our services & facilities</i> | |

| | |
|----------------------------|----|
| Map / Opening Hours | 17 |
| <i>How to find us</i> | |

Our Role

Fairfield City HQ (FCHQ) is a dedicated premises in the heart of Fairfield established by Fairfield City Council. FCHQ's mission is to support businesses of all sizes, in all sectors, and at every stage of development.

Whether you are an aspiring entrepreneur, a start-up enterprise, a home based business, or an established small-to-medium enterprise, FCHQ has services that will assist you in starting, developing, growing and operating your business.



FCHQ's mission is to support businesses of all sizes, in all sectors, and at every stage of development.



Our Purpose

Fairfield City HQ (FCHQ) provides access to a range of facilities including designated areas equipped with hot desks, co-working spaces, lockers, lounges, kitchen facilities, meeting rooms, access to printing, photocopying and Wi-Fi.

FCHQ provides all types of facilities, on going business events, mentoring and incubator programs, workshops, meet-ups and on-site business advisory services to strengthen and create a resilient and sustainable local economy.

FCHQ will be a leader in technology by providing additional services including audio-visual facilities for recording, video production, podcasting, a virtual reality space and artificial intelligence tools. These additional services add value to the user's experience, allowing them to explore new prospects and remain current in a competitive industry.



WHERE BUSINESSES ARE BORN
WHERE BUSINESSES GROW
WHERE BUSINESSES COLLABORATE



Our Strategy

Our strategic economic objectives include

- *Appeal to businesses, investors, workers, residents, young people and the emerging workforce*
 - *Foster an entrepreneurship environment with new ideas and innovation*
 - *An informed, connected and collaborative business community*
 - *A resilient and adaptable economy*
 - *Identifying and reinforcing workforce talent*
 - *Reducing skill shortages by encouraging vocational education and training*
 - *Facilitation of public events that create job and volunteer opportunities*
 - *Programs to support young people in following sustainable career pathways*
 - *Provide inclusive support programs and connections for residents who are unable to find work*
 - *Confirm Fairfield City HQ as the prime business support facility in South Western Sydney*
- 

Business Networking

What value do we add?

Fairfield City has a developing vibrant business community. FCHQ is an initiative that enhances how Council, Government and local businesses work together to attract investment and facilitate new opportunities.

FCHQ aims to inspire valuable relationships amongst fellow users of the service, allowing them to draw on each other's talents and strengths to support their business growth.

Who are our business users?

Business users are those thinking of starting or have recently started their own business, freelancers, aspiring entrepreneurs, home-based businesses or established small-to-medium enterprises.



Who are our community users?

Community users include residents looking to improve their competitive job advantage through education and mentoring programs, remote workers, people identifying as economically disadvantaged, people of culturally and linguistically diverse communities including newly arrived and refugee communities.

Business Hub

An accessible co-working office space with facilities, resources and opportunities for business growth and collaboration.



Community



Business



Support

- Casual stay hot desks, permanent/dedicated desks, meeting spaces and lockers
- Collaborative/break-out workspaces
- High-speed Wi-Fi
- Scanning, photocopying and printing services
- Complimentary coffee, tea and kitchen facilities
- Access to business-related media and online resources
- Business start-up workshops, networking events and meet-ups with other business owners and entrepreneurs.
- Referral services to business advisors in community languages
- Advertising and marketing opportunities

Meeting Spaces

State-of-the-art meeting spaces and high-quality equipment without the overheads of traditional serviced offices.



We're here to support businesses of all sizes

Features:

- *Up to 8 capacity seated*
- *Video Conferencing technology*
- *Kitchen facilities nearby*
- *Complimentary Tea & Coffee*
- *Sound-proof*
- *Retractable blinds for privacy*

Perfect For:

- *Client Meetings*
- *Interviews*
- *Board Meetings*
- *Video Conferencing*
- *Presentations*
- *Product Launches*

Vic Winton Community Space

A fully-equipped, versatile space tailored to meet your team & business needs.



transform the way you
present and collaborate

Features:

- *Up to 60 capacity seated*
- *Integrated Audio Visual Facilities*
- *6 room set-up configurations*
- *Complimentary Tea & Coffee*
- *Basic kitchen amenities*
- *Outside seating area/Terrace*

Perfect For:

- *Staff Training*
- *Networking Events*
- *Board Meetings*
- *Workshops*
- *Presentations*
- *Seminars*

Events, Workshops & Programs

Small business workshops, seminars, and networking events offer a diverse range of advantages that collectively contribute to the success and growth of entrepreneurs and small business owners. These events serve as knowledge hubs, providing participants with valuable insights, practical tips, and industry best practices across various business domains.

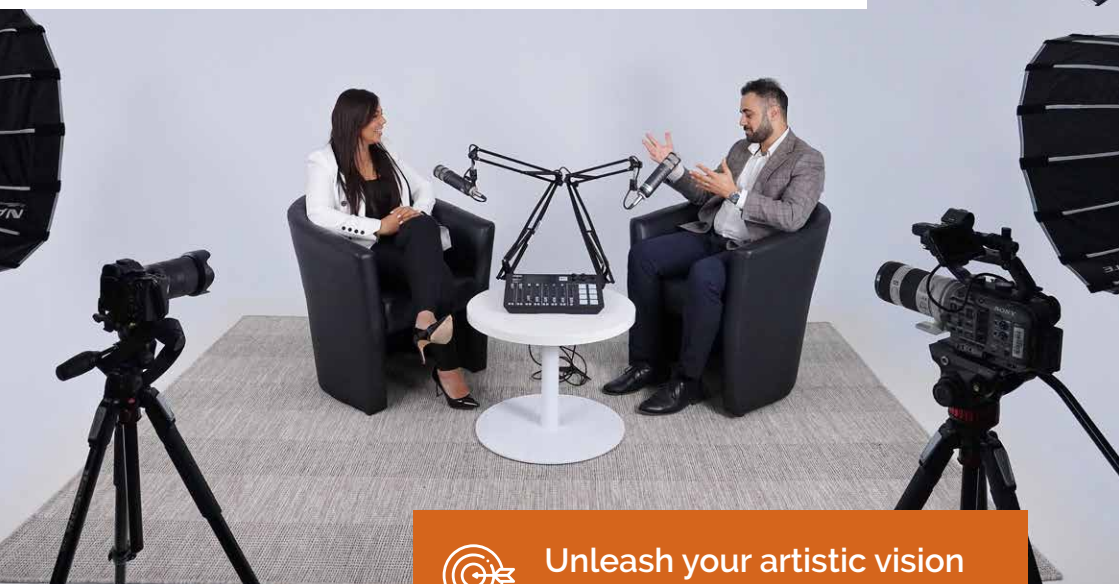
From marketing and sales strategies to financial management and technology integration, attendees gain expertise that can significantly improve their business operations. Secondly, networking opportunities present at these gatherings create valuable connections with fellow entrepreneurs, potential clients, suppliers, and industry experts. These connections often lead to collaborative ventures, access to new markets, and valuable mentorship opportunities.



In essence, small business workshops, seminars, and networking events collectively act as a powerful catalyst for professional growth, empowerment, and long-term success

Studio HQ

A high-end film and photography studio built for digital content creation. The perfect space for all creatives, fully equipped facilities, professional grade gear, and an affordable hourly rate



Unleash your artistic vision
and capture stunning visuals

Features:

- *Sound-proof facility*
- *Seamless white background with options for black & seamless Green-screen backgrounds*
- *Sony FX6 Video Camera*
- *Sony A7 III Mirrorless Camera*
- *Sony A7R IV Mirrorless Camera*
- *Professional videography & photography lighting equipment*
- *Microphones and sound recording equipment*
- *High-performance computer with Adobe CC post production software*
- *One-On-One Assistance Available*

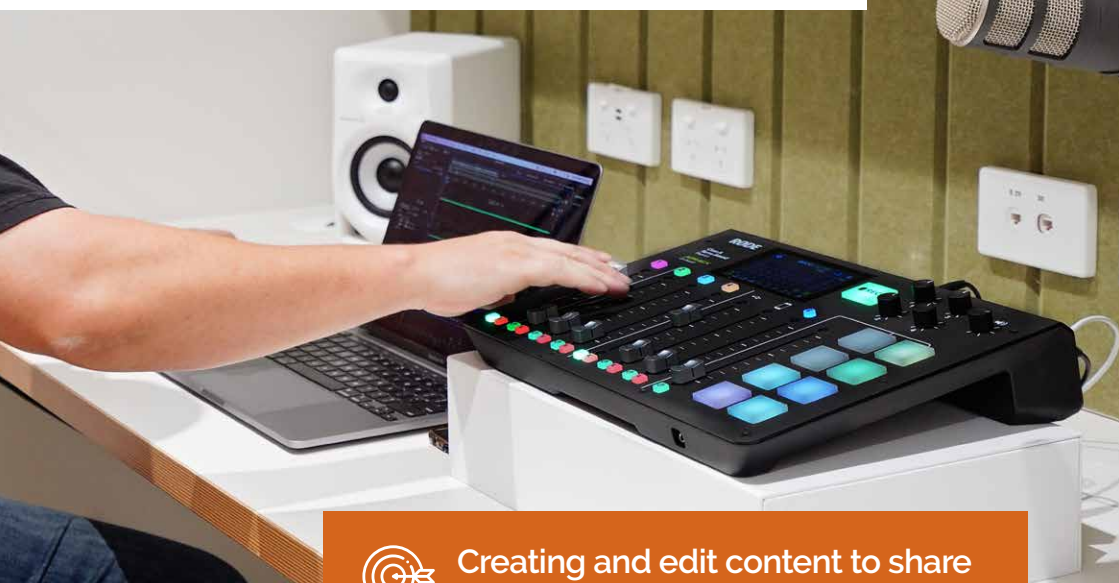


Studio HQ is suitable for

- *Product Photography*
- *Professional Portraits*
- *Interviews*
- *Tutorial Videos*
- *Green-Screen Special Effects*

Audio HQ

This facility provides users with the opportunity to purely concentrate on creating and editing content to share directly with listeners and is perfect for podcasting.



Creating and edit content to share directly with your listeners.

Features:

- *Sound-proof facility*
- *High-performance computer with industry-standard post production software such as Adobe CC & Audacity*
- *2 x Rode Procaster Dynamic microphones*
- *RODE Caster Pro - professional podcasting unit*
- *Studio quality headphones*

Audio HQ is suitable for

- *Interviews*
- *Client Testimonials*
- *Podcasts*
- *Video Voice-Overs*



Fees & Charges

| Facility | Hire | | Price (Inc. GST) |
|---|---|------------------------|---------------------|
| Hot Desks & Dedicated Desks | Full Day | 1 Day | \$22 |
| | | 1 Week | \$100 |
| | | 1 Month | \$220 |
| | | 1 Year | \$2,550 |
| Meeting Rooms | Hourly | Before 5pm (Mon - Fri) | \$25 |
| | | After 5pm & Weekends | \$30 |
| | Full Day | 9am - 5pm (Mon - Fri) | \$148.50 |
| | | Saturday & Sunday | \$190 |
| Audio HQ | Hourly | Before 5pm (Mon - Fri) | \$15 |
| | | After 5pm | \$20 |
| | Full Day | 9am - 5pm | \$150 |
| Studio HQ | Hourly | Before 5pm (Mon - Fri) | \$30 |
| | | After 5pm | \$40 |
| | Full Day | 9am - 5pm | \$200 |
| Events, Workshops & Programs | Per Person Per Workshop | | \$10 - \$50 |
| | Studio HQ or Audio HQ 1-on-1 Creative Session - Hourly (Mon-Fri) | | \$60 |

| Facility | Hire | | Price (Inc. GST) |
|--|-------------------------------------|------------------------|---------------------|
| Vic Winton Community Hub Space Community Hire* | Hourly | Before 5pm (Mon - Fri) | \$20 |
| | | After 5pm | \$25 |
| | Full Day | Before 5pm (Mon - Fri) | \$120 |
| Vic Winton Community Hub Space Commercial Hire | Hourly | Before 5pm (Mon - Fri) | \$35 |
| | | After 5pm & Weekends | \$50 |
| | Full Day | Before 5pm (Mon - Fri) | \$225 |
| | | Saturday & Sunday | \$295 |
| Printing & Copying | A4 Printing & Photocopying (B/W) | | \$0.30 |
| | A4 Printing & Photocopying (Colour) | | \$0.50 |
| | A3 Printing & Photocopying (B/W) | | \$0.50 |
| | A3 Printing & Photocopying (Colour) | | \$1.00 |
| Mailboxes | Mailbox (Monthly) | | \$50 |
| | Mailbox (Yearly) | | \$600 |

Terms & Conditions

1. The Hirer must be a responsible person and at least eighteen (18) years or older. The Hirer will be held liable to the Council for the cost of the repair of any damage or breakage to any part of the building, premises, fitting or furniture, appliances or apparatus during the term of the hire. The Hirer must remain in attendance and is responsible for safety of guests and supervising all activities during the hire period.
2. Council reserves the right to refuse any booking or cancel a booking by giving as much notice as is practicable, due to emergency conditions such as urgently needed repairs, holding of Federal, State or Local Government Elections or other reasons deemed acceptable by Council.
3. Neither Council, nor any of its officers or stewards shall in any way be liable for any loss or damage suffered by the Hirer, or any firm or corporation supplying any article or service to the Hirer, or otherwise in consequence of the exercise of its right.

*Community Hire rate applies Monday - Friday

*To qualify for Community rate organisations must be delivering programs/events/services to our community at no cost to attendees

Business Resources

At Fairfield City HQ, we offer access to the latest business-related books, magazines and online resources, as well as advertising and marketing opportunities

Small Business
Friendly Council
Initiative

Business
e-Resources

Business
Directory

Western Sydney
Business Centre

ATO & Business
Connect
Webinars

Fairfield City
Business Portal

Scan the QR for a list
of our online business
resources.

*Whether you're already running a business
or an aspiring entrepreneur, we aim to help
you start, run & grow your small business
faster and more easily.*



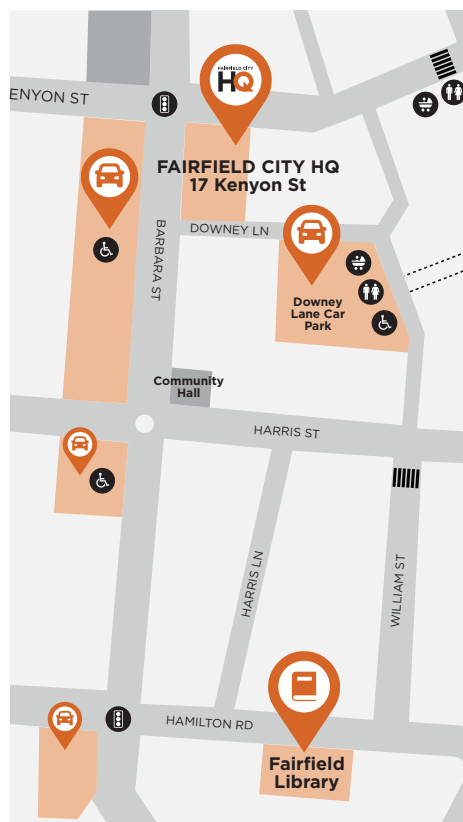
How to Find Us

We are located at 17 Kenyon St, Fairfield NSW 2165. There is parking available across the road along Barbara St, or behind the building in Downey Lane Carpark.

Opening hours

Monday to Friday 7am - 8pm

Weekends 8am - 5pm



Subscribe to our newsletter to keep up-to-date

Keep up-to-date with news and information on upcoming programs and events by subscribing to the Fairfield City HQ business newsletter.

Be the first to hear about our workshops and free networking events, receive business information, advice and news about our business community.





Get In Touch

📞 9725 0899

✉️ fchq@fairfieldcity.nsw.gov.au

📍 17 Kenyon St, Fairfield NSW 2165

🌐 www.fairfieldcityhq.nsw.gov.au

Opening Hours

Monday to Friday
7am - 8pm

Saturday & Sunday
8am - 5pm

Connect With Us!

📷 📘 🌐 📺 @FairfieldCityHQ

