



11 January 2022

## Guidelines for Promoting the Hire of your Scout Hall

Do you hire out your Scout Hall for community use? This can give valuable income for Scout groups as well as supporting use of these facilities by local community groups.

There are many ways to promote your Hall for hire, which includes:

- Listing on Scouts NSW website – [joinscouts.com.au](http://joinscouts.com.au) (see below)
- Listing on your Region or Group website
- Adding it to local information websites (council, community groups etc)
- Promoting it via local community Facebook pages
- Promoting it to your Scouts members

### Scouts NSW website

Do you have your hall information on [joinscouts.com.au](http://joinscouts.com.au)? There is a whole section on the website where potential hirers can search for halls in their local area. Your hall can not only be listed here but can have information that will help people before they try and contact your Group.

Groups are responsible for keeping their listing up to date and it is easy to do via Scoutlink.

Here is an example of 1<sup>st</sup> Putney Scout Hall:

**1st Putney Scout Hall**

Cleves Park 53A Douglas Street  
PUTNEY NSW 2112  
Australia

**Contact Person:**  
Alison Chau

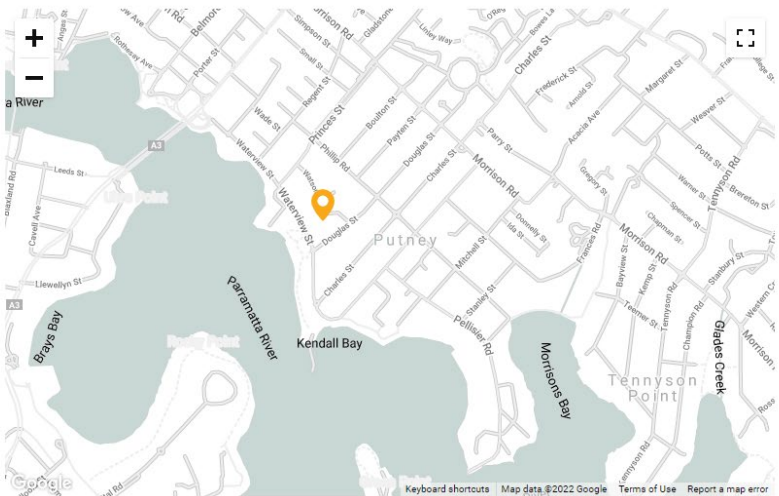
**Contact Email:**  
[kithan88@hotmail.com](mailto:kithan88@hotmail.com)

**Contact Mobile:**  
0410 536 122

**Website:**  
<https://www.hallsforhire.com.au/halls/1st-putney-scouts>

**Type:**  
Scout Hall

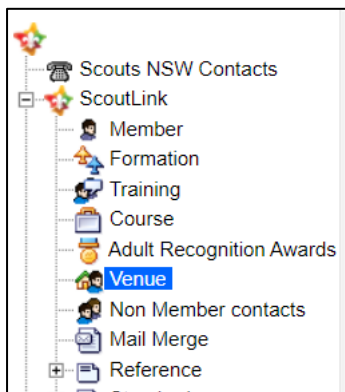
**Usage:**  
Available for Scouts, Available for the Public



You have the option to fill in details including:

- Contact person
- Contact email
- Contact mobile
- Website
- Type of Hall
- Usage
- Activities
- Facilities
- Catering
- General information

### Steps for Updating - On Scoutlink



- Go to VENUE tab
- In the search box type in the hall name – use asterisks \*east ryde\* and it will make the search very easy
- Click on the venue code to open up the information
- Click the EDIT button to amend Booking Contact.
- DO NOT amend the Group Leader/LIC data as any appointment change must go through your Region Office on the appropriate forms.
- Update the other information fields as relevant.

1st East Ryde Scout Hall	
<b>Details</b>	<b>Location</b>
<b>Venue Code:</b> 130	<b>Group Leader/LIC:</b> Darren Mason
<b>Name:</b> 1st East Ryde Scout Hall	<b>Address:</b> Tyrell Park John Miller Street RYDE NSW 2112
<b>Controlled by:</b> 1st East Ryde Scout Group	<b>Website:</b> <a href="http://www.eastrydescouts.org">http://www.eastrydescouts.org</a>
<b>Status:</b> Active	<b>Booking Contact:</b> Jieming Maxwell
<b>Other</b>	<b>Phone:</b>
<b>Sybiz Code:</b>	<b>Fax:</b>
<b>Type:</b> Scout Hall	<b>Mobile:</b> 0412 813 113
<b>Synopsis</b>	<b>Email:</b> <a href="mailto:hallhire@eastrydescouts.org">hallhire@eastrydescouts.org</a>
*** Synopsis empty ***	<b>Site Picture:</b> Not loaded
	<b>Map Picture:</b> Not loaded
	<b>Directions:</b>
	<b>Latitude:</b> -33.808658
	<b>Longitude:</b> 151.125791

The information is not immediately synced with joinscouts.com.au – please allow up to a week for the new information to appear.