



The Hatch

# Expressions of Interest for Tenancy



# Introducing

## The Hatch, 417K High Street, Maitland

**Maitland City Council (MCC) invites Expressions of Interest (EOIs) from early-stage and emerging ventures seeking tenancy at The Hatch, a purpose-built incubator kiosk located in the heart of The Levee, Central Maitland.**

Distinctive in its architectural design and thoughtfully engineered for streamlined operation, The Hatch provides an ideal platform for passionate entrepreneurs ready to establish or accelerate their business in a highly-visibility location.

This kiosk-style tenancy is tailored to support new concepts, product launches, and brand development. As a proven incubator for innovative enterprises, The Hatch has played a pivotal role in fostering successful local businesses—yours could be next.

We're looking for new and untried businesses:

- Market stallholders or pop-up activations ready to go permanent
- Creators without a physical retail footprint
- Innovators with a bold new concept

Whether you're brewing bold coffee, crafting delicious food, or launching a one-of-a-kind concept, The Hatch provides an ideal platform to experiment, evolve, and succeed.

To qualify as an incubator business, applicants must operate independently and not be a subsidiary or branch of an existing enterprise currently trading elsewhere.

The Hatch offers a rare chance to introduce your product in a vibrant, high-traffic location—without the high overheads typically associated with retail spaces.

## At a glance



**Location:** Positioned in the heart of Maitland's lifestyle precinct, The Levee Central Maitland.



**Outdoor Area:** Approximately 12m x 4.5m of versatile outdoor space, perfect for additional seating or creating engaging interactions.



**Space:** Compact yet functional kiosk with high visibility and customer engagement features.



**Inclusions:** Equipped with refrigerators, sinks, a commercial dishwasher and air-conditioning for change to seamless operations and minimal start up costs.

## About the space

Designed for maximum visibility and customer engagement, The Hatch is a compact, high-impact kiosk that comfortably accommodates up to three staff. Its automatic foldout panels on each side create an inviting, open layout that draws attention and encourages foot traffic.

The Hatch also offers the following inclusions:

- 600 litre refrigerator with top compartment featuring a glass door for drink storage and display, and the lower compartment a solid door for food storage
- 115 litre under counter refrigerator
- A high efficiency commercial glass/dishwasher

- A sink for cleaning and a separate sink for hand washing (hot and cold water)
- 3 phase power
- A central floor waste connected to the sewer
- Storage cupboards
- Air-conditioning
- 12m x 4.5m outdoor dining space

Please note, The Hatch does not include a grease trap. Basic cooking facilities are permitted but are to be sourced by the tenant and require appropriate tag and testing certification.





## Occupancy model

The successful applicant will be required to enter into a formal Consent Agreement with MCC. A copy of the Consent (Attachment 'A') is provided for information purposes and outlines the commercial terms and responsibilities associated with operating The Hatch.

It is the applicant's responsibility to conduct all necessary due diligence, investigations, and assessments to determine the suitability of the site for their proposed use.

The tenant will be responsible for the day-to-day operation of The Hatch. Additional costs associated with operations including cleaning, equipment maintenance; liability insurance; water and electricity use, signage and marketing.

MCC will handle the servicing and maintenance of the fire safety systems, air conditioning, equipment repairs and any structural maintenance of the building if required.

The rent for The Hatch will be \$250 per week (incl GST) with a minimum lease term of 2 years.

Applicants are required to:

- Submit a completed Application Form, addressing the following application requirements:
  - A summary of your background, relevant experience and any qualifications that support your suitability for this opportunity
  - Details of your motivation to lease and how your business aligns with the vision of The Hatch being an incubator for new and untried ventures
  - Intended use of the space, and, if possible, provide a sample menu or list of items you plan to offer
  - Confirmation that the core business hours of six days per week trading between 8am and 3pm can be met, at a minimum. Additional hours are at the discretion of the business operations
  - Demonstrate financial capacity and expertise to deliver the objectives of the submission
- Submit copies of relevant insurance such as public liability and product liability or provide a guarantee that these will be in place prior to the commencement of an agreement
- Agree to providing a NSW Police Check and/or references for the Applicant and staff, if requested

On close of the EOI period, Council will consider all submissions on their own merit and in accordance with the vision for the venue, community and mandatory requirements detailed in this document.

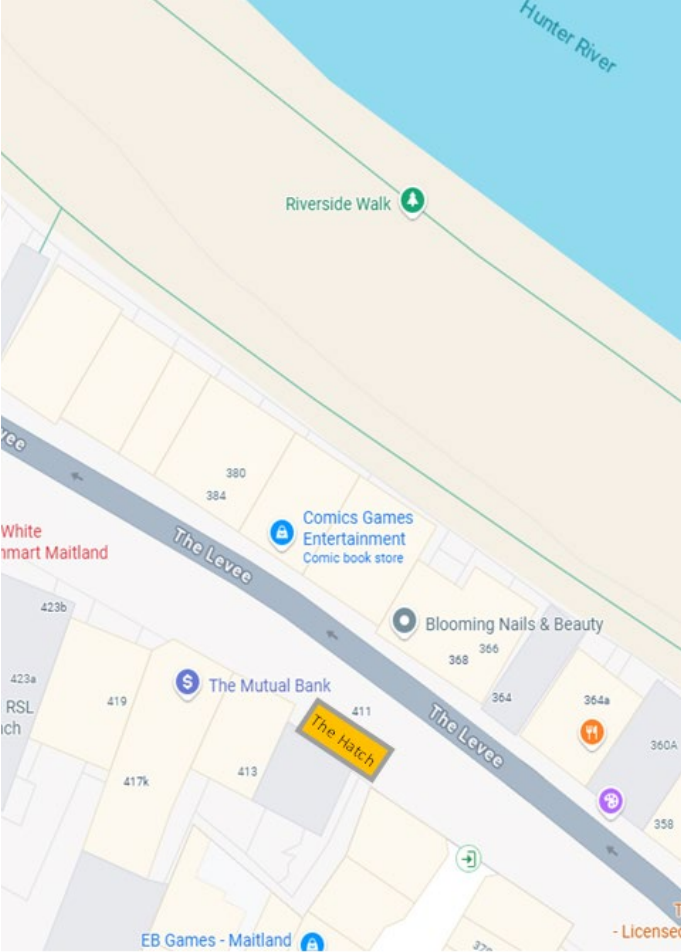
Inspection times of The Hatch will be made available. Please contact [property.tenders@maitland.nsw.gov.au](mailto:property.tenders@maitland.nsw.gov.au) to organise a mutually convenient time/date.

## Expressions of Interest significant dates

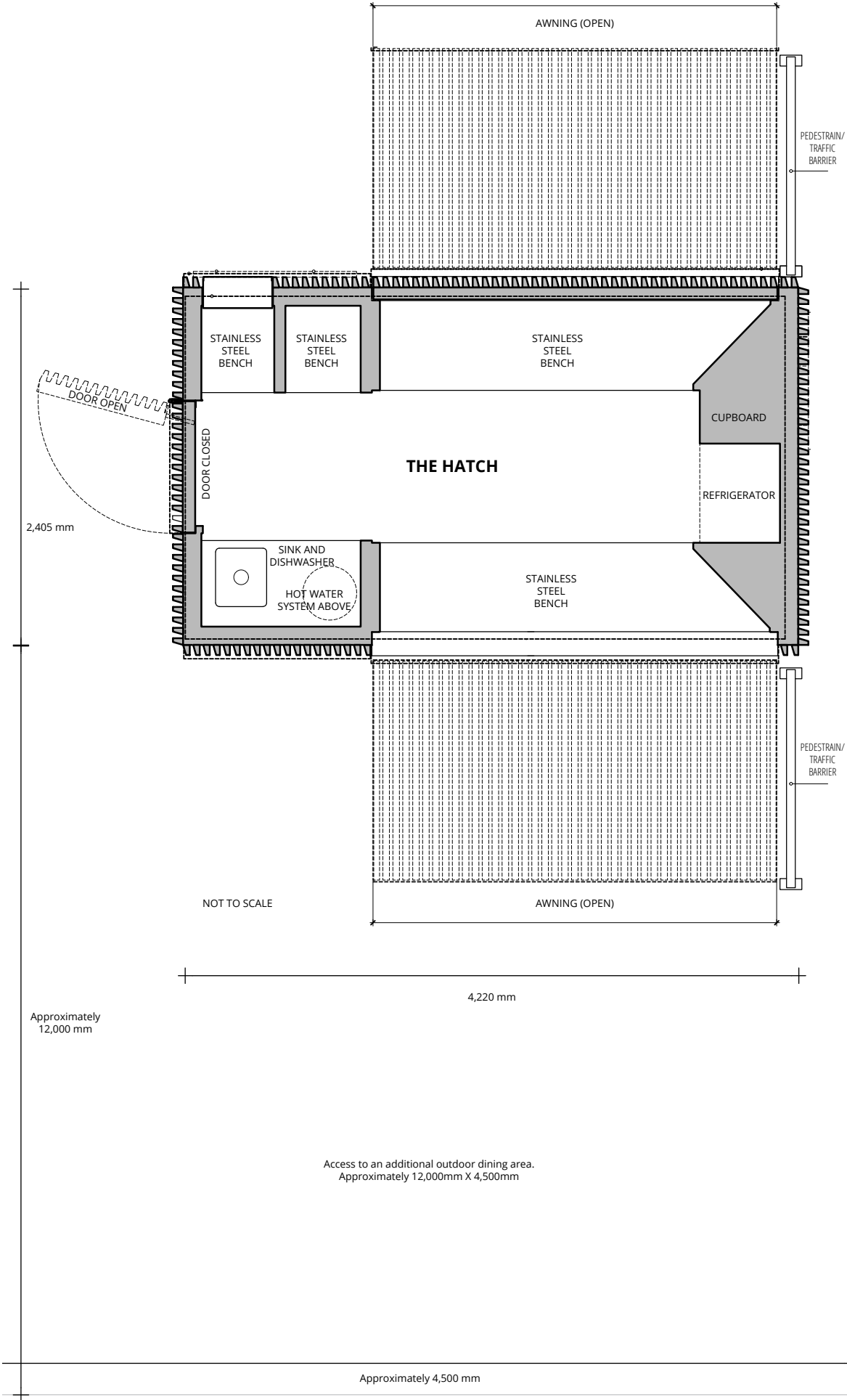
- The EOI commences on 18 July 2025
- EOI closes 5pm, 19 August 2025
- Confirmation of submissions and process by 1 September 2025
- First round review of submissions with preferred applicant interview(s) by 12 September 2025
- Offer to successful applicant 16 September 2025
- Consent documentation signed by end of September for a potential start of business early October 2025.

## Location

417K High Street, Maitland, NSW, 2320



## Plan of facility



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**maitland**  
CITY COUNCIL