



FACILITIES USAGE FEES

(May be subject to change by the Vice President Education)

Facility Type	Per Hour	Per ½ day or evening	Full Day	Comments
Front Foyer	n/a	\$200.00	\$400.00	
Gathering Place (main floor)		\$250.00	\$500.00	Main floor, includes janitorial
Gathering Place (lower level)		\$100.00	\$200.00	
Classroom	\$ 35.00	\$110.00	\$200.00	
Computer Labs	\$100.00	\$350.00	\$700.00	
Science Labs	\$ 50.00			On approval of VP Ed
Lecture Theatre & Conference Rooms	\$ 50.00	\$150.00	\$300.00	
Boardroom	\$ 50.00	\$ 150.00	\$300.00	On approval of VP Ed
Cafeteria	\$30.00	n/a	n/a	
Piano	\$15.00			
Gym – main floor	\$ 35.00			
Special Events (w/admission charge)	\$ 35.00	n/a	n/a	

Track and Fields

Clubs/Sports Teams	\$400.00 per season
Sporting Events/Games	\$100.00 per day
Sporting Events/Games	\$ 50.00 per half day
Sporting Events/Games	\$ 15.00 per hour
Track Meets	\$400.00 per session
Special Events:	
1-149 Participants	\$250.00 per day
150+ Participants	\$500.00 per day

Services

Janitorial	\$30.00/hr.
IT Services	\$200.00 minimum
Security	\$ 25.00/hr.
Facilities	\$ 25.00/hr.
Flip Chart	\$ 10.00/day

* Gym - community users who are not involved in an activity for which a usage fee has been paid will be charged \$55.00 per 4- month period (January-April, September-December.) or the \$5.00 hourly drop-in charge.

** Booking includes use of technology. It is the users' responsibility to make sure they are familiar with the operation of any technology they plan to use.

*** "Piano – personal use" rate is not available for group, commercial entity, non-college instruction, or other activities which shall be charged the standard Lecture Theatre rate.

Conversion of Facilities to other than designated use, e.g., gym floor cover/removal, setting up staging, chairs, tables, etc., will be charged to the user at a rate of \$25 per man hour. The Manager of Facilities will determine the number of man hours required for each event.

The User Group (internal or external) will pay for additional costs incurred by the College, such as extended hours for security, additional janitorial services, and moving of furnishings and equipment.

Usage fees do not include materials, person costs, lab equipment or other additional costs incurred by the College such as extended hours for security and additional janitorial costs which are to be paid for by the group using the facility. Full day and/or ½ day/evening bookings will not be changed/reduced to hourly rates. Use over the 7 hour or 3½ hour day/evening will be charged out at the hourly rate (in hourly increments.)