

## HALL/ROOM RENTAL REGULAR RATES

**Sept. 1, 2016 – August 31, 2017**

*If booking is in CLS Arena Complex,  
Set-up is done by CLR staff*

***NEW for CLS Arena Complex: SOCAN FEES must be collected over and above the rental fee and added to the contract as an extra fee (please refer to chart at bottom of this document).***

### DAILY RENTALS

FACILITY (Square footage has been added where known)	Base Fee	With GST
<b>Whole hall rentals - <i>set up fees are optional and extra</i></b> (Youbou, Centennial Hall, Honeymoon Bay, Mesachie Lake)	\$309.98	\$325.48
<b>Large hall/room rentals - <i>set up fees are optional and extra</i></b>	\$173.63	\$182.31
<ul style="list-style-type: none"> <li>• Curling Rink – daily rate</li> <li>• Youbou Upper Hall (2250sq.ft.)</li> <li>• Youbou Main Hall (3800 sq. ft.) Halls</li> <li>• Centennial Upper Hall (3500 sq. ft.)</li> <li>• Mesachie Lake Main Hall</li> <li>• Honeymoon Bay Main Hall (3800 sq. ft.)</li> <li>• Curling Lounge - <i>no changes required to normal floor plan</i></li> </ul>		
<ul style="list-style-type: none"> <li>• Lower Centennial Hall - without Kitchen</li> </ul>	\$136.35	\$143.17
<ul style="list-style-type: none"> <li>• Lower Centennial Hall – With Kitchen</li> </ul>	\$173.63	\$182.31
<b>Kitchen Rentals</b>	\$72.59	\$76.22
<b>Honeymoon Bay Dining Room (1296 sq. ft.)</b>	\$98.10	\$103.00
<p style="text-align: center;"><b>Large hall/room rentals:</b></p> <ol style="list-style-type: none"> <li><b>1. <i>If booking is in arena complex, set up is done by CLR staff – fee includes this service.</i></b></li> <li><b>2. <i>NEW for arena complex: SOCAN FEES <u>must</u> be collected over and above the rental fee and added to the contract as an extra fee (please refer to charts at the bottom of this document).</i></b></li> </ol>		
<ul style="list-style-type: none"> <li>• Arena Multipurpose Room (MPR) (1150 sq. ft.)</li> <li>• Curling Lounge (2004 sq ft) - <i>changes req'd to floor plan</i></li> </ul>	\$207.96	\$218.35

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<ul style="list-style-type: none"> <li>• Playschool Extension room (PS Ext Room) (600 sq. ft.)</li> <li>• Playschool Room (700 sq. ft.)</li> </ul>	\$117.72	\$123.60
<ul style="list-style-type: none"> <li>• MPR + PS Ext Room (1750 sq. ft.)</li> </ul>	\$323.72	\$339.90
<ul style="list-style-type: none"> <li>• MPR + PS Ext Room + Playschool room (2450 sq. ft.)</li> </ul>	\$428.68	\$450.11

### HOURLY RENTALS

TYPE OF RENTAL	BASE FEE	With GST
<b>Commercial Rate (0 - 2 hr. rental) - <i>for meeting, course, fitness, program or local services without setup. CLR staff doing setup - recover all costs see Manager.</i></b>	\$25.75/hr	\$27.04/hr
<b>Meetings of 2–4 hours.....no setup req'd</b>	\$74.55	\$78.28
<b>.....in arena complex set up done by staff</b>	\$89.27	\$93.73
<b>.....for setup in other facilities</b>	Refer to CLASS	Refer to CLASS
<b>Memorial Tea Rate 2-4 hrs....no setup req'd</b>	\$74.55	\$78.28
<b>.....in arena complex set up done by staff</b>	\$89.67	\$93.73
<b>.....for setup in other facilities</b>	Refer to CLASS	Refer to CLASS
<b>Sports/Theatre/Youth.....no setup req'd</b>	\$16.18	\$16.99
<b>.....in arena complex set up done by staff</b>	\$19.62	\$20.60
<b>.....for setup in other facilities</b>	Refer to CLASS	Refer to CLASS

### OTHER CHARGES

ITEM	TOTAL (includes Taxes)
<b>Damage Deposit with P.A. System</b>	\$300.00
<b>Damage Deposit without P.A. System</b>	\$200.00
<b>Damage Deposit with Catering Equipment</b>	See Catering Damage Deposit List
<b>Chair Rentals outside the facility</b>	\$1.08/chair
<b>Table Rentals outside the facility</b>	\$4.33/table
<b>Setting up &amp; breaking down tables &amp; chairs in non-arena facilities</b>	Refer to extra fees in CLASS
<b>Moving equip, tables, chairs, between facilities</b>	\$68.00 EACH WAY
<b>Cleanup after your rental</b>	This service is no longer provided by CLR
<b>Extraordinary Cleanup (that renter did not do)</b>	Cost will be taken from Damage Deposit.
<b>Facility Rental - Down Payment</b>	<b>Half of Rental Fee is due at time of booking.</b>
<b>Facility Rental – Balance Owing</b>	<b>Payment in full required 30 days prior to date.</b>

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<b>SBC Third Party Liability Insurance</b>	Can be purchased through CLR – please ask.
<b>20 x 20 Tent Rental</b>	Available to renters of a CLR Facility except for recovery of cost for staff time to transport, set up and dismantle it.
<b>Stage Rental (16x16 folding stage)</b>	No charge for rent but must pay the trucking fee charged to CLR for transport. CLR staff will organize transport.

**SOCAN FEES TO BE COLLECTED FOR RENTALS IN THE COWICHAN LAKE SPORTS ARENA COMPLEX** (Cowichan Lake Recreation must remit, dollar for dollar, the SOCAN fees at year end).

- Tariff 7 – Skating Rinks:** *live or recorded music used in connection with roller or ice skating rentals* (i.e. visiting day camps and figure skating clubs). Renters must be charged an additional 1.2% over and above the rental fee.

*Example:* Figure skating club books one hour of ice for \$81/hour. As an extra fee, if they are playing music, they will have to pay 1.2% x \$81 = \$.97 for that hour of ice use for SOCAN Fees.

- Tariff 8 – License to play (or publicly perform) music at receptions conventions, assemblies and fashion shows.** This fee is based on room capacity and not the number of people attending (refer to CLSA room capacity chart below) and where the renter is planning to play music and/or dance (see rate table below). *Please note: this pertains to ALL CLSA rentals (other than ice or roller skating rentals which are covered under Tariff 7) and does not apply to halls at this time. SOCAN Fees are to be added to rental contracts as an extra fee:*

### **RATE TABLE PROVIDED BY SOCAN**

ROOM CAPACITY	FEE – Per Event	
	WITHOUT DANCING	WITH DANCING
1 - 100	\$20.56	\$41.13
101 - 300	\$29.56	\$59.17
301 - 500	\$61.69	\$123.38
Over 500	\$87.40	\$174.79

### **CLSA ROOM CAPACITY CHART (as per Town of LC building inspector)**

RENTABLE SPACE	OCCUPANT LOAD
Curling Lounge	122
Curling Rink (dry floor)	345
Arena (dry floor)	1760
Multi-Purpose Room	109
Playschool Extension Room	48
Playschool Room	60
Meeting Room	36