

RENTALS - ARENA

Ice Rentals: Fall/Winter (Sep 1 to the day before first day of Spring Break)**

	Prime		Non-Prime		Tournament	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Community Youth	\$86.00	\$81.85	\$62.00	\$59.15	\$75.00	\$71.45
Private	\$264.75	\$252.90	\$173.00	\$163.35	\$257.50	\$245.30
Daytime Community Adult	N/A	N/A	\$130.00	N/A	N/A	N/A

Ice Rentals: Spring/Summer (first day of Spring Break to Aug 31)**

	<u>2013</u>	<u>2012</u>
Community Youth	\$85.75	\$81.85
Private	\$171.50	\$163.35
Daytime Community Adult	N/A	N/A

Notes:

- All rates are hourly.
- Prime is 4:00 p.m. - 10:30 p.m. - Mon. to Fri., all day Sat., Sun. & Statutory Holidays
- Daytime Community Adult rates apply Mon. to Fri. from 8:00 a.m. - 3:30 p.m.
- ** Spring break corresponds to School District 43 calendar
- 14 days notice required on all cancellations to qualify for a refund
- Adult tournaments during Spring Break will be at the Daytime Community Adult rate.
- Short notice availabilities will be at the Daytime Community Adult rate.

Ice Rentals - School District No. 43

(8:00 a.m. - 4:00 p.m. weekdays)

	<u>2013</u>	<u>2012</u>
Sports Centre or Planet Ice - per class	\$30.25	\$29.75
Safety Patrol - per hour	Full recovery of staff costs.	
School Instruction Rate - per instructor per hour	Full recovery of staff costs.	
Skate Rentals	\$2.14	\$2.10
Helmet Rentals	\$1.19	\$1.16

Note: 14 days notice required on all cancellations to qualify for a refund

Curling

Coquitlam Curling Assoc.		Prime		Non-Prime	
		<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Youth	Regular	\$24.00	\$21.90	\$12.00	\$11.00
	Tournament	\$12.00	\$11.00	\$12.00	\$11.00
Adult	Regular	\$63.00	\$61.15	\$27.25	\$25.75 Note A:
	Tournament	\$33.75	\$30.60	\$14.00	\$12.90 Note A:

Notes

- A: Adult Non-prime rate was previously called: senior rate
- Rates are per sheet per 2 hour draw
- Prime time is 6:00 p.m. - 11:00 p.m.
- Tournament rates based on exclusive use of the facility and all 6 sheets

School District No. 43	<u>2013</u>	<u>2012</u>
- Per student, max 8 students per sheet	\$2.14	\$2.05

Note: 14 days notice required on all cancellations to qualify for a refund

RENTALS - ARENA (continued)**Dry Floor Rentals**

<u>Dry Floor: Sports</u>	Prime		Non-Prime	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Community Youth Groups				
- Hourly Rental	\$35.00	\$33.40	\$28.75	\$27.40
- Tournament Hourly Rental	\$35.00	\$33.40	\$35.00	\$33.40
- Jr. A & Jr. B Lacrosse Game Hourly Rate	\$58.75	\$55.90	\$52.75	\$50.40
Private				
- Hourly Rental	\$93.75	\$91.05	\$85.25	\$82.65
- Tournament Hourly Rental	\$92.25	\$87.50	\$85.25	\$82.65
School District No. 43				
- Hourly Rental	N/A	N/A	\$25.00	\$28.50

Note: Prime is 6:00 p.m. – 11:00 p.m., Mon to Fri, all day Sat, Sun & Statutory Holidays

<u>Dry Floor: Shows / Special Events</u>		<u>Hourly Rate</u>	<u>Daily Rate</u>	<u>Damage Deposit</u>	<u>Set Up/Take Down</u>	<u>Daily Clean Up Fee</u>
Community Groups:						
Recreational/Curling Rink	2013	\$96.75	\$966.75	\$400.00	\$432.50	N/A
	2012	\$92.10	\$920.65	\$400.00	\$411.95	N/A
Main Arena	2013	\$120.75	\$1,208.25	\$400.00	\$540.75	N/A
	2012	\$115.10	\$1,150.80	\$400.00	\$514.95	N/A
Private:						
Recreational/Curling Rink	2013	\$132.00	\$1,324.75	\$600.00	\$605.75	\$305.00
	2012	\$125.65	\$1,261.75	\$600.00	\$576.80	\$290.50
Main Arena	2013	\$165.50	\$1,654.75	\$600.00	\$755.00	\$380.00
	2012	\$157.60	\$1,575.90	\$600.00	\$718.95	\$362.50
Commercial:						
Recreational/Curling Rink	2013	\$201.25	\$2,011.50	\$1,000.00	\$805.75	\$305.00
	2012	\$191.60	\$1,915.80	\$1,000.00	\$767.35	\$290.50
Main Arena	2013	\$251.00	\$2,514.50	\$1,000.00	\$1,007.00	\$380.00
	2012	\$238.95	\$2,394.75	\$1,000.00	\$958.95	\$362.50

Additional Charges

Parking Management Fee:	Full recovery of staff costs.
Event Set-up Breakdown Rate:	Full recovery of staff costs.
Instructional Staff:	Full recovery of staff costs.
Safety Patrol Staff:	Full recovery of staff costs.

Note: 14 days notice required on all cancellations to qualify for a refund

RENTALS: GENERAL INDOOR

1) RENTABLE FACILITIES

(a) Depending on the specific facility and the type of function, a scaled rental fee will be charged for all rentable City facilities for activities that are not organized by or co-sponsored by the Department.

(b) Except for those items specified as qualifying for reduced fees in paragraph 2 below, fees will be charged for the following services:

- facility use license, where
 - the licensee has the sole and exclusive use of the facility during the time period of the license; or
 - the activity involves the serving of meals and/or liquor; or
 - the use requires the call-out or scheduling of additional staff; or
 - the use requires the disruption of regular programs; or
 - the use is intended as a profit-making venture for personal gain.
- public use where facilities are open for public activity use and Departmental resources are utilized for the supervision and safety of the participants, e.g. public skating; and
- miscellaneous services such as picnics, beer gardens, etc.

2) REDUCED FEES - MEETING ROOMS

(a) Community groups meeting on a regular monthly or weekly basis shall be charged a nominal fee for the use of meeting rooms.

(b) All City business-related and social-related functions conducted by the City, its various departments, the Public Library, the R.C.M.P. Detachment, the Firefighter's Union and CUPE Local 386, are considered operational expenses and will be booked at no charge, subject to availability.

(c) All City employee groups or associations will be granted, at no charge, one (1) single room booking per calendar year, for a single day or portion thereof, subject to availability.

(d) Business-related meeting space booked by School District #43, Evergreen Cultural Centre, Place Maillardville or Place Des Arts will be provided on a reciprocal no charge basis, subject to availability.

(e) Each Coquitlam community group will be granted, at no charge, one (1) room rental per calendar year for their Annual General Meeting, subject to availability, to a maximum of 3 hours.

3) RENTAL RATES

Room Capacity	(up to 29)		(30 to 59)		(60 to 99)	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Community	\$5.00	N/A	\$7.75	N/A	\$8.25	N/A
Private	\$23.75	N/A	\$31.50	N/A	\$34.00	N/A
Commercial	\$32.00	N/A	\$42.50	N/A	\$46.00	N/A

Room Capacity	Banquet Rooms (100 - 149 people)		Banquet Rooms & more people (150)		Stand Alone Halls	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Community	\$12.25	N/A	\$18.25	N/A	\$7.00	N/A
Private	\$79.00	N/A	\$120.00	N/A	\$77.50	N/A
Commercial	\$105.00	N/A	\$160.00	N/A	\$105.00	N/A

Gymnasium Hourly fee (less than 8 hours)	<u>2013</u>	<u>2012</u>
	Community	\$35.25
Private	\$137.00	\$134.10
Commercial	\$210.00	\$207.75

Flat Fees	8 hour		10 hour		12 hour	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Community	\$186.50	\$183.50	\$230.00	\$226.40	\$274.25	\$269.90
Private	\$721.00	\$709.80	\$893.00	\$879.30	\$1,065.00	\$1,048.40
Commercial	\$1,077.00	\$1,060.00	\$1,334.00	\$1,313.00	\$1,590.00	\$1,565.00

Applicable taxes not included in posted rates.
All 2013 rates are effective as of April 1, 2013 unless otherwise noted.

RENTALS: GENERAL INDOOR (continued)**CITY HALL - Hourly Rate**

	Community		Private	
	2013	2012	2013	2012
Council Chambers	\$57.50	\$56.50	\$126.25	\$124.20
Council Committee Room	\$19.00	\$18.60	\$42.00	\$41.30
Room 339; Room 339.1	\$9.50	\$9.30	\$21.00	\$20.50

*City Hall facility rentals occurring weekdays after 5:00pm or on weekends are subject to an additional hourly charge (4 hour minimum) for each Commissionaire and Building Service Worker, as required, on a cost recovery basis.

4) Room Listing by Capacity**Small Rooms - capacity up to 29 people**

City Centre Aquatic Complex:	Room 1
Dogwood Pavilion:	Green Room
Innovation Centre:	Burke Mountain Boardroom
	Boardroom (Full community rate will be phased in over 2 years for existing regular community groups. 2013 = 30% discount).
Poirier Sport & Leisure Complex:	

Medium Rooms - capacity 30 to 59 people

Centennial Pavilion:	Centennial Lounge
City Centre Aquatic Complex:	Room 2
Dogwood Pavilion:	Crafts Room, Boulevard Café, Dogwood Room, Cards Room, North View Room, Boulevard Annex, Mike Butler Room - West w/ Stage (Full community rate for Crafts Room will be phased in over 2 years for existing regular community groups. 2013 = 6% discount).
Glen Pine Pavilion:	Corner Pocket, Lemon Tree Room, Lemon Tree Kitchen, The Studio, The Bistro, Green Room, Stage
Innovation Centre:	Fraser Presentation Room
Pinetree Community Centre:	Aerobics Room, Room 3, Room 5, Room 6, Room 7, Room 8, Room 9, Combatants Rooms 1 and 2, Weight Room
Poirier Community Centre:	MacDonald-Cartier Room - North, Howe Room, McGee Room
Poirier Sport & Leisure Complex:	Fitness Room, Room 1, Room 3

Large Rooms - capacity 60 to 99 people

Centennial Activity Centre:	Multipurpose Room
City Centre Aquatic Complex:	Full Room
Glen Pine Pavilion:	Lemon Tree Café, Great Room A, Great Room B
Poirier Community Centre:	MacDonald-Cartier Room - South
Poirier Sport & Leisure Complex:	Room 2, Chimo Multipurpose Room

Banquet Rooms - capacity 100 to 149 people

Dogwood Pavilion:	Mike Butler Room - East
Poirier Community Centre:	MacDonald-Cartier Room
Poirier Sport & Leisure Complex:	Room 2 & 3 (Multipurpose Room)

Banquet Rooms - capacity 100 or more

Centennial Pavilion:	Centennial Room
Dogwood Pavilion:	Mike Butler Room

Stand Alone Halls

Scout Hall
Victoria Hall

DAMAGE DEPOSIT FOR SPECIAL EVENTS

- \$75.00 deposit for short functions in small meeting rooms
- \$200.00 deposit for short functions in larger meeting rooms/banquet/halls
- \$350.00 deposit for standard banquet/socials and gym use that exceeds 7 hours

PENALTY CHARGES (TO BE HELD FROM DEPOSIT OR INVOICED EXTRA)

- Damages: Cost of repairs plus administration fee of \$30
- Overtime: \$60.00 or hourly 'private' rental rate, whichever is greater

LIQUOR CLEAN-UP RATE (LICENSED USE)

All indoor rental facilities : \$37.00/licensed use

FACILITY ATTENDANTS

For rentals outside of the facility's regular hours, all additional costs will be fully recovered.

CANCELATIONS

- 1) Regular room rentals: Full refund for cancellations made 7 or more days prior to the date of the meeting rental.
- 2) Special event rentals
 - 60 or more days notice: Full refund less an administrative charge (10% of total rental cost with a minimum \$10.00 charge) for cancellations made at least 60 days prior to the rental date.
 - Less than 60 days notice: Loss of damage deposit on room rental.

Applicable taxes not included in posted rates.

All 2013 rates are effective as of April 1, 2013 unless otherwise noted.