

**School District No. 79 (Cowichan Valley)**  
**Rental Rates**  
**2018-2019**

**NON PROFIT ORGANIZATIONS ONLY**

VENUE	USERS	FIRST HOUR	+ HOUR
<b>GYM – Small</b>	18 & under	\$11.00	\$8.00
<b>GYM – Small</b>	adults	\$27.00	\$20.00
<b>GYM – Large</b> (CHSS, CSS, FKSS, George Bonner, LCS, Mt. Prevost, Quamichan)	18 & under	\$16.00	\$14.00
<b>GYM – Large</b> (CHSS, CSS, FKSS, George Bonner, LCS, Mt. Prevost, Quamichan)	adults	\$32.00	\$27.00
<b>All GYMS</b> (Groups of 6-12 people)	All ages	½ cost	½ cost
<b>Change room and showers – Per Session</b> (most users of the fields rent a Porta Potty)		\$13.00	
<b>GYM – Tournament charges – Weekend</b>		Hourly rate *	
<b>Classroom/Library</b>	18 & under	\$11.00	\$8.00
<b>Classroom/Library</b>	adults	\$27.00	\$20.00
<b>Multi-Purpose Room</b>	18 & under	\$11.00	\$8.00
<b>Multi-Purpose Room</b>	adults	\$27.00	\$20.00
<b>Band room – Per Session</b>		\$47.00	
<b>Cafeteria</b>	18 & under	\$11.00	\$8.00
<b>Cafeteria</b>	adults	\$27.00	\$20.00
<b>Frances Kelsey Atrium – Per Session</b>		\$40.00	
Theatre – Show – Per Session		\$106.00	
Theatre – Rehearsal – Per Session		\$53.00	
Technician - Per Hour		\$22.00	
<b>Lake Cowichan Secondary Theatre</b>		\$47.00	
Key Deposit (If necessary)		\$53.00	
Equipment Set-up & Rental (Chairs & Tables only)		\$133.00 (Chairs brought in)	
Equipment Set-up & Rental (Chairs & Tables only)		\$66.00 (Chairs on site)	

- \* Hourly rate - plus Custodial costs \$25 per hour, Saturday \$37.50 (time and a half - first two hours), Sunday and after first 2 hours on Saturday \$50.00 (double time).
- Other classroom rates (i.e. Shop, Home Economics, or Computer Lab) to be negotiated.

Field – All ages	\$53.00 per day/per month/backstop	159.00 maximum per session
3 hr or less – All ages	\$27.00 per session	
Field all day – All ages	\$80.00 first day	\$40.00 each additional day

**PROFIT ORGANIZATIONS**

Rates will be doubled for profit organizations. Such organizations must request permission from the Secretary-Treasurer with letters of refusal from applicable local businesses stating an inability to accommodate the proposed function. The event is subject to Board approval and a valid business license is required.

**LIABILITY INSURANCE**

Proof of liability insurance in the amount of **\$2,000,000** is required for all facility and field rentals. Insurance must state that School District 79 has additional insurance coverage.

## EQUIPMENT

Outside user groups should **NOT** be accessing any SD79 equipment. Equipment should be provided by the use group and **NOT by the school**. Should not open storage facilities - expensive equipment has gone missing in the past.

## **KELSEY THEATRE**

### **Rental Procedure and Rates**

The theatre at Frances Kelsey Secondary School will be available for rental groups subject to school scheduling in accordance with School District Policy. All rental arrangements including the technicians are to be booked through the rental coordinator at the Maintenance office 748-0338.

Rental rates for the theatre are:

- Non-profit groups \$ 106.00 per hour (full use)
- Rehearsals \$ 53.00 per hour
- Commercial groups \$ 212.00 per hour (full use)
- Rehearsals/Commercial groups \$ 106.00 per hour
- Technician and equipment \$ 22.00 per hour (lighting and sound)

Groups renting the facility outside the normal work week will be responsible for additional custodial costs.

The user group must supply the Board of School Trustees with a copy of liability insurance coverage.