

CITY OF SURREY

BY-LAW NO. 17362

A by-law to amend the provisions of
"Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004,
No. 15391" as amended.

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The Council of the City of Surrey, in open meeting assembled, ENACTS AS FOLLOWS:

1. "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391", as amended, is hereby further amended as follows:
 - (a) Schedule "A" is deleted in its entirety and a new Schedule "A", attached hereto and forming a part of this by-law, inserted in its place.
2. This By-law shall take effect September 1, 2011.
3. This By-law shall be cited for all purposes as "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391, Amendment By-law, 2011, No. 17362"

PASSED THREE READINGS on the 7th day of February, 2011.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 28th day of February, 2011.

_____MAYOR

_____CLERK

Surrey Parks, Recreation and Culture

Fees and Charges 2011/2012

Effective September 1 2011

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Parks and Leisure Facilities

Rentals

Rental Guidelines

- a) Meeting/Seminars - Must book for a minimum 2 hours
- b) Social Use - minimum 4 hours (exceptions may be granted by manager)
- c) Set Up Rate - 50% of hourly base rate per each hour required, with exception of Surrey Arts Centre Main Stage or Studio Theatre
- d) Tentative Bookings – Are not accepted in any circumstances.
- e) Security Deposits – all halls and rooms that are booked for a social function have a \$400 deposit
- f) Rental Booking Deposit – a booking deposit (Initial payment) of \$100 is due at the time of booking on all non-allocation bookings. This initial payment is non refundable (some exceptions may be made with managers approval).
- g) Full Payment Due (with the exception of Surrey Arts Centre Main Stage or Studio Theatre)
 - I For bookings made within 30 days of event, full payment is due immediately
 - II For bookings made more than 30 days in advance of event, payment will be due 30 days prior to the event
 - III For regular groups who book ongoing rentals, a monthly payment will be required on the last day of the previous month
- h) Refunds – Will only be given on cancelled bookings 30 days prior to event
- i) Bar Service – Special Occasion Liquor Permit required (not permitted at Arts Centre)
Applications can be picked up at your local Government Liquor Store. Service must cease at 1:00 am.
- j) Temporary Food permit – Clients serving food must make application to local health authority for a permit to do so
- k) Facility Attendant - Rental groups are responsible for additional charges outside operational hours for facility attendant and maintenance if required
- l) Insurance – All rental must have a minimum of \$2 million liability coverage
- m) S.O.C.A.N. - S.O.C.A.N. will be charged at all events where music is played. See Appendix B
- n) Tournament Day Rate – Unlimited day use at 8x the hourly meeting rate for small meeting rooms. (To be used at the Facility Manager's discretion)
- o) Fee Waivers – Groups who request a fee waiver or a reduction in rental fees must make their application in writing to the town centre manager. (See user group categories)

User Group Categories

- **Partially Subsidized**

Surrey non profit groups who obtain approval from Surrey Parks, Recreation and Culture, to receive partial subsidy rates for services and rentals serving youth 18 years and under.

- **Non-Subsidized**

Surrey or non Surrey community organizations, non profit groups or individuals that do not qualify under the partially subsidized category.

e.g. adult sport groups, religious and community groups, fundraisers for non profit groups in this category.

- **Commercial/Private**

Groups or individuals that use Surrey Parks, Recreation and Culture services/facilities for private functions, or profit from the use of those services/facilities.

e.g. hockey schools, corporate activities, weddings, family celebrations or any other private function that requires an invitation and is closed to the public.

- **School Board**

As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.

Arena Rentals

Ice Rentals Definitions

Ice Rental

FALL/WINTER

Prime Time (September 1 to March 31)

Weekdays 4:00 p.m. - 12:00 midnight

Weekends 8:00 a.m. - 12:00 midnight

Non-Prime Time (September 1 to March 31)

Weekdays 12:00 midnight - 4:00 p.m.

Weekends 12:00 midnight - 8:00 a.m.

SPRING/SUMMER

Prime Time (April 1 to August 31)

Weekdays (Monday to Friday) 4:00 p.m. - 12:00 midnight

Weekends (Saturday, Sunday) All hours (applies to partially subsidized groups only)

Non-Prime Time (April 1 to August 31)

Weekdays (Monday to Thursday) 12:00 midnight to 4:00 p.m.

Weekends (Friday, Saturday, Sunday) All hours (applies to non subsidized and commercial/private groups only)

Dry Floor Rental

Prime Time (April 1 to August 31)

Monday to Friday 4:00 p.m. - 12:00 midnight

Saturday and Sunday 8:00 a.m. - 12:00 midnight

Non Prime Time (April 1 to August 31)

Monday to Friday 12:00 midnight - 4:00 p.m.

Saturday and Sunday 12:00 midnight - 8:00 a.m.

Ice Rental - Cloverdale, Newton, North, South

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
BASE RATE (per ice sheet hour)		
(a) Arena Ice	\$179.68	\$186.87
(b) Dry Floor	\$75.36	\$78.37
(c) SSLC Ice	\$208.62	\$216.97
	\$208.62	\$216.97
PARTIALLY SUBSIDIZED		
A. September 1 - March 31		
Prime	\$102.77	\$106.88
Non-prime	\$61.46	\$63.92
B. Skating School and Minor Sports - Spring/Summer Rate (April 1 - August 31)		
Prime	\$110.78	\$115.21
Non-prime	\$66.41	\$69.07
C. Schools, Minor Sport Special Events (Christmas Party, Year End Parties)		
Prime	\$110.78	\$115.21
Non-prime	\$66.41	\$69.07
D. Minor Sport Tournament Rate		
	\$102.77	\$106.88
NON-SUBSIDIZED		
A. September 1 - March 31		
Prime	\$224.65	\$233.63
Non-prime	\$134.75	\$140.14
B. April 1 - August 31 (Monday to Thursday)		
Prime	\$224.65	\$233.63
Non-prime	\$134.75	\$140.14
Friday, Saturday and Sunday (All hours)	\$134.75	\$140.14
C. Junior Hockey "A"		
Practices	\$134.75	\$140.14
Games	\$224.65	\$233.63
COMMERCIAL/PRIVATE		
Prime	\$314.48	\$327.06
Non-prime	\$188.72	\$196.27
SCHOOL BOARD		
	\$0.00	\$0.00
<i>As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.</i>		
LAST MINUTE ICE		
7 days prior (less 25% off applicable rate)	\$168.51	\$175.25
1 - 3 days prior (less 50% off applicable rate)	\$112.32	\$116.82

Ice Rental - Surrey Sport and Leisure Arena

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
All Seasons/All Year		
Subsidized		
<i>Up to 3,900 hours in Fall/Winter</i>		
Prime	\$115.89	\$120.52
Non-Prime	\$69.21	\$71.97
Non Subsidized		
Prime	\$267.52	\$278.22
Non-prime	\$134.75	\$140.14
Commercial		
Prime	\$314.48	\$327.06
Non -prime	\$188.72	\$196.27
Last Minute Ice		
7 days prior (less 25% off applicable rate)	\$200.66	\$208.69
1 - 3 days prior (less 50% off applicable rate)	\$133.76	\$139.11
School Board		
All times	\$0.00	\$0.00
<i>As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.</i>		

Dry floor rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Minor (Lacrosse, Ball Hockey)		
A. Weekdays		
Prime	\$47.13	\$49.02
Non Prime	\$28.34	\$29.48
B. Tournament Rate		
Each Tournament	\$47.13	\$49.02
Surrey Non-Profit and User Groups	\$376.80	\$391.87
<i>Surrey Non-Profit (Service Groups) and User Groups (partially subsidized) (Hockey/Lacrosse) once per season for dance, banquet, awards ceremony (includes facility attendant) Day Rate (includes facility attendant)</i>		
Senior A and B Lacrosse, Ball Hockey		
A. All Hours		
	\$75.36	\$78.37
B. Junior Lacrosse		
Practice	\$47.13	\$49.02
Game	\$61.60	\$64.06
Commercial/Private	\$150.89	\$156.92
<i>(8 hour minimum)</i>		
School Board	\$0.00	\$0.00
<i>As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.</i>		

Pool Rentals

Indoor Pool Definitions

Prime Time

Mon. - Fri.	5:30 AM -	8:00 AM
Mon. - Fri.	3:00 PM -	10:00 PM
Sat. - Sun.	5:30 AM -	10:00 PM

Non-Prime Time

Not prime time

Mon. - Sun	10:00pm -	5:30 AM
Mon. - Fri.	8:00 AM	3:00 PM
Sat - Sun.	10:00 PM -	5:30 AM

North Surrey Pool; Surrey Sport and Leisure; South Surrey Pools

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
BASE RATE		
50m Lane	\$58.40	\$60.73
37.5m Lane	\$43.80	\$45.55
25m Lane	\$29.20	\$30.37
12.5m Lane	\$14.60	\$15.18
PARTIALLY SUBSIDIZED		
Non-prime		
50m Lane	\$12.63	\$13.13
37.5m Lane	\$9.47	\$9.85
25m Lane	\$6.31	\$6.57
12.5m Lane	\$3.16	\$3.28
Prime		
50m Lane	\$23.97	\$24.93
37.5m Lane	\$17.98	\$18.70
25m Lane	\$11.99	\$12.47
12.5m Lane	\$5.99	\$6.23
Swim Meets		
North, SSIP	\$117.96	\$122.68
SSLA	\$241.18	\$250.83
NON-SUBSIDIZED		
Whole Pool		
North, SSIP	\$176.19	\$183.24
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
50m Lane	\$39.23	\$40.80
37.5m Lane	\$29.42	\$30.60
25m Lane	\$19.61	\$20.40
12.5m Lane	\$9.81	\$10.20
COMMERCIAL PRIVATE		
Whole Pool		
North, SSIP	\$331.94	\$345.22
SSLA	\$467.19	\$485.87
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
50m Lane	\$52.58	\$54.68
37.5m Lane	\$39.43	\$41.01
25m Lane	\$26.29	\$27.34
12.5m Lane	\$13.14	\$13.67
SCHOOL BOARD		
	\$0.00	\$0.00
<i>As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.</i>		

Newton Wave Pool

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
PARTIALLY SUBSIDIZED		
All times	\$159.28	\$165.65
NON-SUBSIDIZED		
All times	\$248.90	\$258.85
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>		
COMMERCIAL/PRIVATE		
All times	\$331.94	\$345.22
SCHOOL BOARD		
All times	\$0.00	\$0.00
<i>As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.</i>		

Outdoor Pool Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
BASE RATE		
All times	\$87.30	\$90.79
Surrey Swim Clubs - May - September		
25m Lane (per hour)	\$6.01	\$6.25
Dead space (2 lane area) Hjorth Road & Bear Creek	\$6.01	\$6.25
Park Pools only (per two lane per hour)		
Dive tank (per tank per hour)	\$6.01	\$6.25
Non-Subsidized		
Whole Pool	\$95.14	\$98.95
Commercial Private		
Whole Pool	\$127.95	\$133.07

All pool rentals include 2 staff for first 50 people; additional staff hour extra at ratio of one guard for every 50 additional people.

Facility Rentals

Room Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Small Meeting Rooms – up to 30 people		
Partially Subsidized	\$8.6822	\$9.03
Non-Subsidized	\$11.27	\$11.72
Commercial/Private	\$19.72	\$20.51
Medium Size Rooms – 30 to 75 people		
Partially Subsidized	\$15.92	\$16.55
Non-Subsidized	\$21.60	\$22.46
Commercial/Private	\$37.80	\$39.31
Small Halls – 75 to 140 people		
Partially Subsidized	\$23.54	\$24.48
Non-Subsidized	\$30.78	\$32.01
Commercial/Private	\$56.37	\$58.62
Large Halls – 140 to 300 people		
Partially Subsidized	\$32.49	\$33.79
Non-Subsidized	\$43.36	\$45.10
Commercial/Private	\$75.90	\$78.94
Stand Alone Halls (no staff)		
Partially Subsidized	\$17.24	\$17.93
Non-Subsidized	\$22.99	\$23.91
Commercial/Private	\$40.22	\$41.83
Gymnasium		
Guildford, Fraser Heights, Newton and South Surrey		
Full Gym, Chuck Bailey, Cloverdale Recreation		
Centre		
Partially Subsidized	\$62.76	\$65.27
Non-Subsidized	\$82.87	\$86.18
Commercial/Private	\$124.31	\$129.28
Tarp Fee	\$140.88	\$146.52
<i>Maximum Day Rate at 12 times the hourly rate</i>		
<i>A 20% discount may be applied when two or more gymnasiums are rented together as part of one rental</i>		
Princess Margaret		
Partially subsidized	\$31.71	\$32.98
Non-Subsidized	\$42.32	\$44.01
Commercial/Private	\$63.42	\$65.95
Newton Gym - Mat Room		
Partially subsidized		\$17.41
Non-Subsidized		\$23.21
Commercial/Private		\$40.61
Other Fees		
Misc Fees (chair cleaning, equipment rental...)	Cost + 20%	Cost + 20%

Bleacher Rentals - Per bleacher hour, transportation extra	\$58.97	\$61.33
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Room Rental Listing

If rented after public hours of operation, a 4-hour minimum staff charge will apply

Small Meeting Rooms – up to 30 people

- Archive - Multi-purpose room
- Barn (Elgin Heritage Park)
- Clayton Community Hall
- Cloverdale Arena Conference Room
- Cloverdale Athletic Park Meeting Room
- Cloverdale Recreation Centre Activity Room
- Cloverdale Recreation Centre Workshop 201 and 202
- Cloverdale Seniors' Centre Meeting Room
- Elgin Centre
- Fleetwood Community Centre - Board Room
- Fleetwood Community Centre - Room #1
- Fleetwood Community Centre - Multi-purpose Room #5
- Fleetwood Community Centre - Multi-purpose Room #6
- Fraser Heights Community Centre – Multi-purpose Room #1
- Guildford Recreation Centre Meeting Room
- Kensington Prairie Community Centre - Activity Room
- Kensington Prairie Community Centre - Community Room 1
- Kensington Prairie Community Centre - Community Room 2
- Meridian Centre
- Newton Community Hall – Meeting Room #2
- Newton Seniors' Centre - Meeting Room
- Newton Seniors' Centre - Quiet Room
- Newton Seniors' Centre - Sunflower Room
- Newton Wave Pool – Multi-purpose Room #2
- North Surrey Recreation Centre Computer Room
- North Surrey Recreation Meeting Room #2
- South Surrey Recreation Centre Meeting Room
- Sport & Leisure – Youth Room
- Sport & Leisure Complex - Arena Meeting Room
- Sport and Leisure - Poolside Classroom
- Sport and Leisure - Timing room
- Sunnyside Hall - Lounge only
- Sunrise Pavilion Small Craft Room
- Surrey Arts Centre Conference Room
- Surrey Museum Program Room 1
- Surrey Museum Program Room 2
- Surrey Nature Centre - Dogwood Room
- Surrey Nature Centre - Mulberry Room
- Whalley Youth Centre Preschool Room

Medium Size Rooms – 30 to 75 people

- Chuck Bailey - Multi-Purpose A/B/C
- Chuck Bailey - Preschool
- Chuck Bailey - Youth
- Cloverdale Ball Park Fieldhouse
- Cloverdale Recreation Centre Multipurpose Room 101, 102, 103, 104, 201, 202, 203, 204
- Cloverdale Recreation Centre Multipurpose Room Wellness Room

- Don Christian Meeting Room
- Cloverdale Seniors Centre – Hydrangea Lounge
- Cloverdale Seniors Centre – Shamrock Hall
- Cloverdale Youth Centre
- Fleetwood Community Centre Room #3
- Fleetwood Community Centre Room #4
- Fraser Heights Community Centre – Multi-purpose Room #2
- Guildford Recreation Centre Craft Rooms 1 & 2
- Guildford Recreation Centre Seniors' Lounge
- Guildford Recreation Centre Youth Lounge
- Kensington Prairie Community Centre - Classroom 1 to 6
- Newton Community Hall – Multi-Purpose Room #4
- Newton Seniors' Centre Craft Rooms
- North Surrey Recreation Centre – MP #1 Preschool Room
- North Surrey Recreation Centre – MP #2 Fitness Studio
- North Surrey Recreation Centre Conference Room
- South Surrey Arena (Upper Lounge)
- South Surrey Recreation Centre – Multi-Purpose 1 Community Lounge
- South Surrey Recreation Centre – Multi-Purpose 2
- South Surrey Recreation Centre – Multi-Purpose 3 Preschool
- South Surrey Recreation Centre – Multi-Purpose 4 Preschool
- South Surrey Recreation Centre – Multi-Purpose 5 Fitness
- South Surrey Recreation Centre – Multi-Purpose 6 Youth Lounge
- Stewart Hall (Elgin Heritage Park)
- Sunrise Pavilion Large Crafts Room
- Surrey Arts Centre Art Studios – Classroom 1 and 2
- Surrey Arts Centre Program Room
- Surrey Museum - Theatre (no equipment)
- Surrey Museum Program Room 1 and 2
- Surrey Sport & Leisure – Multi-Purpose 1
- Surrey Sport & Leisure – Multi-Purpose 2
- Surrey Sport & Leisure – Multi-Purpose 3
- Surrey Sport & Leisure Fitness Studio
- Whalley Youth Centre Lounge

Small Halls – 75 to 140 people

- Chuck Bailey - Multi-Purpose
- Cloverdale Senior Centre – Ivy Room
- Cloverdale Senior Centre – Marigold Room
- Fleetwood Community Centre - 1/2 Large Hall
- Fleetwood Community Centre Studio
- Fraser Heights Community Centre – Fitness Studio
- Guildford Recreation Centre – Multi-purpose Room
- Kensington Prairie Community Centre - Gym 1
- Kwomais Point Park - Lodge
- Kwomais Point Park - Sanford Hall
- Museum Program Room 1, 2, Foyer and Theatre
- Sunrise Pavilion Auditorium
- Surrey Sport & Leisure – Multi-Purpose 1 & 2 combined

Large Halls – 140 to 300 people

- Cloverdale Recreation Centre - Multi-purpose Room

- Cloverdale Seniors Centre – Clover Hall
- Fleetwood Community Centre - Large Hall
- Newton Community Hall - Multi-Purpose 3
- Newton Seniors' Centre - Auditorium

Stand Alone Halls (no staff)

- Bear Creek Pavilion
- Elgin Hall
- Sunnyside Hall

Outdoor Sport Facilities

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Permit Processing Administration Fee	\$25.30	\$26.32
Key Replacement Fee	\$11.82	\$12.30
<i>Gate, Light, Washroom Keys...</i>		

Grass Sports Fields, Ball Diamonds, Game Courts and Running Tracks

Commercial Sports Schools:

Per amenity - 4 hours or less	\$51.21	\$53.26
Per amenity - more than 4 hours	\$102.38	\$106.47
Cancellation Fee	\$14.47	\$15.04
Adult Regular Season Rental	\$10.93	\$11.37
Adult Non-Prime (M-F before 4pm).	\$5.47	\$5.68

Adult Tournament Charges and Track Meet Charges

"Any exclusive use of a field(s), ball diamond(s), game court(s), requested outside of the sports group's normal regular season field allocations. A tournament may include, and is not restricted to: playoffs, invitationals, provincials and nationals."

Per day Charge

Surrey Non-Profit Association	\$71.71	\$74.57
Non-Surrey, non-profit associations, commercial and private groups - per day	\$102.38	\$106.47

Half day charges

Mon. to Fri. only, after 5 p.m. No half days on Sat., Sun. or Statutory Holidays

Surrey Non-profit Associations	\$35.86	\$37.30
Non-Surrey Non-profit Associations, Commercial and Private Groups	\$51.22	\$53.27

Lighted grass sports fields, ball diamonds - per hour

Youth (younger than 19 years of age)	\$5.09	\$5.29
Adult (19 years of age and older)	\$18.00	\$18.72

Lit Practice Fields - per hour

Mon - Fri 5:30 - 10:30 pm

Youth	\$5.09	\$5.29
Adult	\$7.07	\$7.35

Artificial Turf Fields - per hour unless noted

Prime Time

Mon. to Fri.: 5:30 p.m. – 10:30 p.m.

Sat. & Sun.: 8:00 a.m. – 6:00 p.m.

Non-prime Time

Mon. to Fri.: 8:00 a.m. to 5:30 p.m.,

Sat. & Sun.: 6:00 p.m. to 10:30 p.m.

Prime Time

Surrey based youth (includes School District #36)	\$26.29	\$26.29
Non-Surrey based youth/private youth use	\$47.75	\$47.75

Surrey based adult	\$38.24	\$38.24
Non-Surrey based adult/private adult use	\$71.66	\$71.66
Surrey based youth tournaments - per day	\$191.08	\$191.08
Non-Surrey based youth tournaments/private youth tournament - per day	\$382.22	\$382.22
Surrey based adult tournaments/private adult tournament - per day	\$286.66	\$286.66
Non-Surrey based adult tournaments - per day	\$429.98	\$429.98
Commercial Use	\$95.56	\$95.56
Non-Prime Time		
Surrey based youth (includes School District #36)	\$13.12	\$13.12
Non-Surrey based youth/private use youth	\$23.91	\$23.91
Surrey based adult	\$19.13	\$19.13
Non-Surrey based adult/private use adult	\$35.86	\$35.86
Commercial Use	\$95.56	\$95.56
Commercial Sports Camps – Surrey Based Youth - per field (4 hours or less)	\$52.47	\$52.47
Commercial Sports Camps – Surrey Based Youth - per field (more than 4 hours)	\$104.96	\$104.96
Commercial Sports Camps Cancellation Fee - Per Field	\$13.89	\$13.89
Kabaddi Event	\$3,640.00	\$3,785.60
Tennis Courts		
Commercial Tennis School - per hour per court	\$6.63	\$6.90
Boot Camps and Fitness/Performance Training		
Operators of for-profit program on Park land - Per Hou	\$12.80	\$13.32
Other		
Additional bleachers (per bleacher, per event, transportation cost is extra)	\$58.97	\$61.33

Ward's Marina

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Moorage (monthly; per lineal foot)	\$4.16	\$4.33
Boat Launching (per launch)	\$8.00	\$8.00
Short Term Storage (monthly; per lineal foot) <i>(i.e. Washdown Pad)</i>	\$4.24	\$4.41
Lockers - Per Month		
Half	\$5.56	\$5.79
Full	\$11.13	\$11.57

Facility Admission Schedules

Admissions Definitions

The following information is applicable to admission fees and charges and will be taken into consideration, but is not limited to:

Users

Infant	0 – 23 months
Child/Youth	2 - 18 years inclusive
Adult	19 - 59 years inclusive
Senior	60+ years
Student	*Students must show valid student card dated for the current school year
Family with Dependants	A family consisting of 1or 2 parents, grandparents or legal guardians with at least 1 dependant aged 18 years or younger (may be required to show family medical card or Care Cards)
Attendant	A person who supports a participant with a disability

Fee Structure

Infant	Free
Child/Youth	50% of Adult Rate
Adult	100%
Senior	75% of Adult Rate
Student	75% of Adult Rate
Family	Equal to the child rate for each family member
Attendant	Free, when attending to someone with a disability
Punch Cards (10)	10% discount of the applicable rate
Punch Cards (20)	20% discount of the applicable rate
Rounding	After-Tax admission fees will be rounded up to the nearest quarter (\$0.25)

** Student Rate Definition: PRC recognizes a student as a person (regardless of age) who possess current and valid student identification from an accredited post-secondary institution. BC institutions include (but are not limited to): Simon Fraser University (SFU), University of British Columbia (UBC), British Columbia Institute of Technology (BCIT), Langara College, Kwantlen College, Capilano College, Douglas College, Emily Carr College of Art And Design, Vancouver Community College (VCC), University College of the Fraser Valley (UCFV), Trinity Western University (TWU), University of Victoria (UVic), Malaspina College, University of Northern BC (UNBC), Camosun College*

Admissions

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

Fee #1	2010/11 Base	2011/12 Base
<i>Valid at all City Operated Facility except for Surrey Sports and Leisure Aquatics</i>		
Infant	\$0.00	\$0.00
Children/Youth	\$2.49	\$2.59
Adult	\$4.90	\$5.09
Senior/Student	\$3.74	\$3.89
Family *	\$2.49	\$2.59
Quick Fit **/Shower Only Fee	\$2.15	\$2.24
Value Time Adult, Senior, Student	\$1.88	\$1.96
Value Time Children, Youth, Family	\$1.25	\$1.30

Fee SSLA

Surrey Sport and Leisure Aquatic Only

Infant (under 2 years)	\$0.00	\$0.00
Children (2-6 years)	\$2.72	\$2.83
Youth (7-14 years)	\$3.46	\$3.60
Teen (15-18 years)	\$4.52	\$4.70
Adult	\$5.74	\$5.97
Senior	\$4.30	\$4.48
Family (max 2 Adults & dependents 18 years and under)	\$11.86	\$12.34
Additional dependant 18 years and younger	\$1.19	\$1.24
Parent and Children (1 Parent & 1 Children (2-6 years))	\$6.22	\$6.47
Last Chance (last hour of the day)	\$4.13	\$4.29
Non-Prime Time (Mon-Fri: 8:00 am-3:00 pm, 10:00pm - Close; Sat-Sun: 10 pm - Close):	\$3.30	\$3.43
Quick Fit **/Shower Only Fee	\$2.22	\$2.31

** Per family member (minimum 1 parent/guardian and 1 dependant)*

*** Quick Fit applies to parents of children participating in a registered program*

Other Passes

Surrey Employee Wellness (1 Year Adult Pass)	\$97.39	\$101.29
Leisure Access (1 Year Family Pass)	\$12.08	\$12.56

Specialty Session Admission Rates

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Daytime Skate	\$2.49	\$2.59
Drop-in Rec. Hockey **		
Weekday	\$6.28	\$6.53
Weekend	\$6.28	\$9.11
Parent and Youth Hockey **		
Youth	\$5.20	\$5.41
Adult	\$6.28	\$6.53
Child Minding **	\$3.44	\$3.58
<i>max. 90 minutes</i>		
<i>50% discount on 2nd child</i>		
<i>LAP entitled to 50% discount for each child</i>		
<i>No additional discount for LAP Punch Pass (as it is already 50% off)</i>		
Drop-in Specialty Kids Programs	\$3.44	\$2.58
<i>Kid Fit/Stay and Play/Home School, etc.</i>		
<i>50% discount for additional children</i>		
<i>Family Passes and LAP can be applied instead</i>		
Winter Ice Palace	\$3.40	\$3.54
Skate Sharpening	\$5.90	\$6.13
Skate Rentals	\$2.46	\$2.56
Helmet Only	\$1.23	\$1.28
Skate/Helmet Punch Pass *– 10 punch pass available at a 10% discount		
<i>These programs eligible for 10% discount only on swipe passes.</i>		
Outside Personal Trainer		
<i>Admission Rate for Client</i>	<i>Drop-In admission</i>	
<i>Business Fee</i>	<i>2X Adult Fee 1 (Single; Monthly; Yearly)</i>	

Outdoor pools

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
GENERAL ADMISSION		
Public Swims	\$0.00	\$0.00

Garden Parks

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Darts Hill Garden Park Guided Tour	\$4.43	\$4.43

Seniors' Centres

*All Fees are subject to applicable taxes; Per person fee, unless otherwise noted
Rates Applicable to Sunrise Pavilion, Cloverdale Seniors' Centre, Newton Seniors' Centre, Fleetwood
Community Centre, Guildford Recreation Centre, South Surrey Recreation Centre and Bear Creek Pavilion*

	2010/11	2011/12
	Base	Base
Membership (55 years + older)* (Sept. 1 - Aug. 31)	\$18.14	\$18.87
Multi Facility Seniors' Membership **	\$50.92	\$52.96

NOTE:

* Seniors' memberships are facility specific and not transferable from one seniors' centre to another.

** Multi Facility Seniors' Membership allows access to seniors' activities at any of the six (6) venues.
New Seniors' memberships, May 1 to August 31, are 50% of the full membership fee.

Facility Program Schedule

Aquatic Program Fees

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

Program Name	Class Size	2010/11 Base	2011/12 Base
<i>Prices per hour</i>			
Red Cross Swim Kids	10	\$6.67	\$6.93
Red Cross Swim Kids	8	\$9.04	\$9.40
Red Cross Swim Kids/Preschool	6	\$10.31	\$10.73
Red Cross Swim Kids/Preschool	4	\$13.62	\$14.17
Adult Lessons	8	\$8.18	\$8.51
Stroke Development	6	\$10.31	\$10.73
Diving/Synchro	8	\$7.88	\$8.20
Private Lessons	1	\$48.53	\$50.47
Aquatics Speciality Program with Food <i>Leader and Food provided</i>		\$5.18	\$5.39

Note:

All program fees are listed in hourly rates

School Board lessons - 60% of the appropriate fee

Arenas

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

Program Name (hourly rate)	2010/11 Base	2011/12 Base
Skating Lessons Pre-school/Child	\$12.23	\$12.72
Skating Lessons Adult	\$13.76	\$14.31
Private Lessons	\$48.54	\$50.48
Fun/Roller	\$5.91	\$6.15
Tots Hockey	\$5.91	\$6.15
Power Skating	\$12.75	\$13.26
Adult Hockey	\$6.12	\$6.37

Note:

All program fees are listed in hourly rates

School Board lessons - 60% of the corresponding fee

Community Recreation Offices - Children and Youth Programs

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11 Base	2011/12 Base
Preschool/Children/Youth - Per hour		
Arts	\$3.69	\$3.83
Cooking *	\$5.18	\$5.39
Computer	\$4.20	\$4.36
Dance	\$3.69	\$3.83
DJ	\$7.45	\$7.75
Drama	\$3.69	\$3.83
Gymnastics	\$3.69	\$3.83
Health & Wellness	\$5.34	\$5.55
Indoor Sports League and Tournaments	Cost + 20%	Cost + 20%
Language	\$4.20	\$4.36
League	Cost + 20%	Cost + 20%
Martial Arts	\$3.69	\$3.83
Music	\$3.69	\$3.83
Personal Development	\$4.28	\$4.45
Science & Environment	\$4.28	\$4.45
Social Recreation	\$3.69	\$3.83
Social Recreation (ECE) 1	\$4.28	\$4.45
Special Event - Specialty	\$5.52	\$5.75
Speciality Sport & Fitness	\$5.18	\$5.39
Speciality Workshop	\$5.69	\$5.92
Sport	\$3.69	\$3.83
Tennis Private Lessons	\$42.08	\$43.76
Visual Art	\$5.18	\$5.39
Woodworking	\$7.45	\$7.75
* Supply Fee Extra		
1 Daily fee = fee + 20%		
Youth Membership		
Annual Fee	\$0.00	\$0.00
Pre-Teen Dance		
Admission in Advance	\$5.00	\$5.00
Admission the day of the event	\$7.00	\$7.00
3 Pack Admission	\$13.50	\$13.50
4 Pack Admission	\$18.00	\$18.00
Youth Dance		
Admission in Advance	\$7.00	\$7.00
Admission the day of the event	\$9.00	\$9.00
Bus Trips	Cost + 20%	Cost + 20%
<i>Guidelines to be established by functional group</i>		
Day Camp - Week Long		
<i>Non-ECE lead camps receive 30 minutes Prep and Safety</i>		
<i>ECE lead camps receive 60 minutes setup and clean up</i>		

Programs that run for three or more days per week, and are 1.5hrs or longer per session, and do not exceed two consecutive weeks, qualify as a day camp.

Basic/Before and After	\$2.97	\$3.09
General/Sport/Performing Arts/Martial Arts/Language/Theme/Preschool Social Recreation	\$4.20	\$4.36
Visual Arts/Craft/Music	\$4.85	\$5.04
Specialty	\$5.56	\$5.79
<i>Science/Computers, Health & Wellness, or any camp that has an extraordinary cost</i>		

Day Camp - Daily

(Set-up/take down fee included)

Basic/Before and After Care	\$3.72	\$3.87
General/Sport/Performing Arts/Martial	\$5.26	\$5.47
Visual Art/Craft/Music	\$6.09	\$6.33
Specialty	\$6.98	\$7.26

Science/Computers, Health & Wellness, or any camp that has an extraordinary cost

Any camp that does not fit into one of the above categories must get approval from the appropriate functional group.

Birthday Party Cost + 20 Cost + 20

Set Up/Clean Up Time:

Pre-school ECE - all programs add a 60-minute set-up and clean up time to the base price.

Non-ECE 0-6 and Children Programs - all programs add a 30-minute set-up time to the base price.

Volunteer Lead Programs:

Volunteer lead programs should be priced the same as regular programs.

Community Recreation Offices Adult Programs

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11 Base	2011/12 Base
Adult - Per hour		
Computers	\$11.86	\$12.33
Cooking **	\$3.79	\$3.94
Fitness	\$5.08	\$5.28
Fitness (Offsite or low-ratio)	\$7.42	\$7.72
Fitness (Speciality)	\$9.38	\$9.76
Health and Wellness/Martial Arts	\$4.98	\$5.18
Indoor Sports League and Tournaments	Cost + 20%	Cost + 20%
Instructor Training	\$9.97	\$10.37
Performing/Visual Arts	\$4.22	\$4.39
Professional Development	\$3.79	\$3.94
Specialty Workshop	\$11.27	\$11.72
Sport	\$3.41	\$3.54
Technical Sports*	\$4.98	\$5.18
Tennis Private Lessons	\$42.08	\$43.76

* Refer to instructor compensation document for definition of applicable activities

** Supply Fee Extra

Seniors Membership Rate - Per Hour (75% of Adult Rate)

Computers	\$8.89	\$9.25
Cooking	\$2.84	\$2.96
Fitness	\$3.74	\$3.89
Fitness (Offside or low-ratio)*	\$5.46	\$5.68
Speciality Fitness**	\$9.20	\$9.57
Health and Wellness, Martial Arts	\$3.74	\$3.89
Indoor Sports League and Tournaments* **	Cost + 20%	Cost + 20%
Instructor Training**	\$9.97	\$10.37
Performing/Visual Arts	\$3.16	\$3.29
Professional Development *	\$2.84	\$2.96
Specialty Workshop	\$8.45	\$8.79
Sport	\$2.56	\$2.66
Technical Sports*	\$3.74	\$3.89

* Refer to instructor compensation document for activity listing

** Adult rate applies only

Bus Trips

Cost + 20%

Cost + 20%

Guidelines to be established by functional group

Drop-in Prices on Registered Programs

Fee + 20%

Fee + 20%

Personal Training

Initial Consultation (90 minutes)	\$63.25	\$65.78
1 Hour Session	\$42.08	\$43.76
5 Sessions Pack	\$168.33	\$175.06
10 Sessions Pack	\$326.62	\$339.68

Set Up/Clean Up Time:

Adult - no additional time added.

Volunteer Lead Programs

Volunteer lead programs should be priced the same as regular programs.

Partnership and Community Development Programs:

Programs and events created through partnership, or through community development processes, should refer to the Partnership Policy and the Community Development Directional Document. As external partners have decision-making roles in these programs, standard fees and charges may not apply.

***Seniors Pricing:**

If you are running adult programs in your senior facility on evenings or weekends, you may include a senior's price for members of your facility.

Arts and Heritage Facilities

Rentals

Rental Guidelines

- a) Meeting/Seminars - Must book for a minimum 2 hours
- b) Social Use - minimum 4 hours
- c) Set Up Rate - 50% of hourly base rate per each hour required, with exception of Surrey Arts Centre Main Stage or Studio Theatre
- d) Tentative Bookings – Are not accepted in any circumstances.
- e) Damage Deposits – all halls and rooms that are booked for a social function have a \$400 deposit
- f) Rental Booking Deposit – a booking deposit (Initial payment) of \$100 is due at the time of booking on all non-allocation bookings. This initial payment is non refundable (some exceptions may be made with managers approval).
- g) Full Payment Due (with the exception of Surrey Arts Centre Main Stage or Studio Theatre)
 - I For bookings made within 30 days of event, full payment is due immediately
 - II For bookings made more than 30 days in advance of event, payment will be due 30 days prior to the event
 - III For regular groups who book ongoing rentals, a monthly payment will be required on the last day of the previous month
- h) Refunds – Will only be given on cancelled bookings 30 days prior to event
- i) Bar Service – Special Occasion Liquor Permit required (not permitted at Arts Centre)
Applications can be picked up at your local Government Liquor Store. Service must cease at 1:00 am.
- j) Temporary Food permit – Clients serving food must make application to local health authority for a permit to do so
- k) Facility Attendant - Rental groups are responsible for additional charges outside operational hours for facility attendant and maintenance if required
- l) Insurance – All rental must have a minimum of \$2 million liability coverage
- m) S.O.C.A.N. - S.O.C.A.N. will be charged at all events where music is played. See Appendix B
- n) Tournament Day Rate – Unlimited day use at 8x the hourly meeting rate for small meeting rooms. (To be used at the Facility Manager’s discretion)
- o) Fee Waivers – Groups who request a fee waiver or a reduction in rental fees must make their application in writing to the town centre manager. (See user group categories)

User Group Categories

- **Partially Subsidized**
Surrey non profit groups who obtain approval from Surrey Parks, Recreation and Culture, to receive partial subsidy rates for services and rentals serving youth 18 years and under.

- **Non-Subsidized**
Surrey or non Surrey community organizations, non profit groups or individuals that do not qualify under the partially subsidized category.
e.g. adult sport groups, religious and community groups, fundraisers for non profit groups in this category.

- **Commercial/Private**
Groups or individuals that use Surrey Parks, Recreation and Culture services/facilities for private functions, or profit from the use of those services/facilities.
e.g. hockey schools, corporate activities, weddings, family celebrations or any other private function that requires an invitation and is closed to the public.

- **School Board**
As per Reciprocal Agreement with School District #36 – Does not pertain to private schools.

Room rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Small Meeting Rooms – up to 30 people		
Partially Subsidized	\$8.68	\$9.03
Non-Subsidized	\$11.27	\$11.72
Commercial/Private	\$19.72	\$20.51
<i>Includes:</i>		
<i>Surrey Arts Centre Conference Room</i>		
<i>Surrey Museum Program Room 1</i>		
<i>Surrey Museum Program Room 2</i>		
<i>Barn (Elgin Heritage Park)</i>		
<i>Multi-purpose Room - Archives</i>		
Medium Size Rooms – 30 to 75 people		
Partially Subsidized	\$15.92	\$16.55
Non-Subsidized	\$21.60	\$22.46
Commercial/Private	\$37.80	\$39.31
<i>Includes:</i>		
<i>Surrey Arts Centre Arts Studio – Classrooms 1 and 2</i>		
<i>Surrey Arts Centre Program Room</i>		
<i>Surrey Museum Program Room 1 and 2</i>		
<i>Museum Theatre (no equipment)</i>		
<i>Stewart Hall (Elgin Heritage Park)</i>		
Small Halls – 75 to 140 people		
Partially Subsidized	\$23.54	\$24.48
Non-Subsidized	\$30.78	\$32.01
Commercial/Private	\$56.37	\$58.62
<i>Includes:</i>		
<i>Foyer – all centres</i>		
<i>Museum Program Room 1, 2, Foyer and Theatre</i>		
Large Halls – 140 to 300 people		
Partially Subsidized	\$32.49	\$33.79
Non-Subsidized	\$43.36	\$45.10
Commercial/Private	\$75.90	\$78.94
<i>Includes:</i>		
<i>See Recreation Facilities</i>		
Stand Alone Halls (no staff)		
Partially Subsidized	\$17.24	\$17.93
Non-Subsidized	\$22.99	\$23.91
Commercial/Private	\$40.22	\$41.83
<i>Includes:</i>		
<i>See Recreation Facilities</i>		

Surrey Arts Centre Main Stage

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted
(MENU-DRIVEN RENTAL RATE STRUCTURE)

A Theatre Rental Coordinator is available at the Arts Centre to provide complete theatre rental booking information and services to the community. Upon receipt of detailed information regarding the client's production requirements and proposed performance dates, the Arts Centre Theatre will provide a formal quotation outlining expenses and contract requirements to the client within three theatre working days, by fax, mail or through a personal meeting. Please contact the Arts Centre (604 501 5566) and ask for the Theatre Rental Office.

User Categories

- School District
- Surrey Non-profit
- Non-Surrey Non-profit
- Cultural Business (formerly Community Events)
- Commercial Business

	2010/11 Base	2011/12 Base
Category: Non Performance		
<i>Includes up to six hours access, with one on-stage technician</i>		
School District	\$449.50	\$467.50
Surrey Non-profit	\$608.00	\$632.50
Non-Surrey Non-Profit	\$897.00	\$933.00
Cultural Business	\$897.00	\$933.00
Commercial Business	\$1,619.00	\$1,684.00

Category: Performance

Includes up to six hours access, with one on-stage technician and one House Supervisor

School District	\$608.00	\$632.50
Surrey Non-Profit	\$753.00	\$783.50
Non-Surrey Non-Profit	\$1,042.00	\$1,084.00
Cultural Business	\$1,042.00	\$1,084.00
Commercial Business	\$1,763.50	\$1,834.50

Additional Services

Additional Hours		
performance day	\$106.50	\$111.00
Non performance day	\$79.50	\$83.00
Staffing (per hour, min. 4 hr. call-out) *		
technicians	\$29.50	\$31.00
house supervisor	\$27.00	\$28.50
ushers	\$23.00	\$24.00

*overtime rates apply after 8 hours per day and/or 40 hours on consecutive days and/or after the 6th day

Dark Days	\$180.00	\$180.00
<i>Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.</i>		

Deposits & Payments

Non refundable at time of booking, per day booked	\$180.00	\$180.00
50% of rental due 30 days prior to booking		

Balance of rental charges due 7 days prior to booking or at the discretion of the General Manager or designate.

Surrey Arts Centre Studio Theatre

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2010/11 Base	2011/12 Base
Performance Days		
School District	\$308.00	\$320.50
Surrey Non-profit	\$308.00	\$320.50
Non-Surrey Non-profit	\$369.00	\$384.00
Cultural Business	\$369.00	\$384.00
Commercial Business	\$646.00	\$672.00
(Includes up to five (5) hours access, one on-stage Technician and one House Supervisor)		

Non Performance Days		
School District	\$185.00	\$192.50
Surrey Non-profit	\$185.00	\$192.50
Non Surrey Non-profit	\$246.00	\$256.00
Cultural Business	\$246.00	\$256.00
Commercial Business	\$523.50	\$544.50
(Includes up to five (5) hours access and one on-stage Technician)		

Additional Rates (Rate per hour)

Additional Hours		
Performance Day	\$74.50	\$77.50
Non Performance Day	\$49.50	\$51.50

Staffing (minimum 4 hour call)		
Technicians (lighting, sound)	\$29.50	\$31.00
House Supervisor	\$27.00	\$28.50
Ushers	\$23.00	\$24.00
(Overtime rates apply after 8 hours per day, and/or after 40 hours on consecutive days, and/or after the 6 th consecutive day)		

Dark Day	\$109.50	\$114.00
Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.		

Bare Stage Rate (Non Theatrical Use i.e. Meetings / No audience

For events with no technical or FOH requirements, the Studio may be made available for the following hourly rates (2 hours minimum required).

School District	\$44.00	\$46.00
Surrey Non-profit	\$44.00	\$46.00
Non-Surrey Non-profit	\$48.50	\$50.50
Cultural	\$48.50	\$50.50
Commercial	\$74.50	\$77.50

Deposits and Payments

Non refundable at time of booking, per day booked	\$100.00	\$100.00
50% of rental due 30 days prior to booking		

Balance of rental charges due 7 days prior to booking or at the discretion of the General Manager or designate.

Surrey Arts Centre Rental Fees

*All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted
The following rental fees may apply to rentals held at the Surrey Arts Centre*

Equipment Rental

Piano

For the use of acoustic pianos regularly tuned and maintained	\$149.00	\$149.00
Requested additional tuning.	\$128.00	\$133.50
 Projector (per event)	 \$250.00	 \$250.00

Ticket Service Charges

Ticket service charges are incurred by the Ticket purchaser, not by the renter.

Service charge will be added by the box office and collected from the ticket purchaser.

Renter will pay service charges on complimentary tickets and for tickets sold by an outside ticket agent.

For all tickets sold by SAC Box Office or by renter	\$1.47	\$1.47
Complimentary tickets	\$0.68	\$0.71
A maximum of 10 tickets per curtain are exempt from the complimentary ticket charge		
Ticket exchange	\$1.47	\$1.47
Use of an outside ticket agent	\$0.68	\$0.71
A Theatre Capital Fund Surcharge will be added to all Tickets \$10.00 and over	\$0.94	\$0.94

Surrey Art Centre Sale of Merchandise Surcharge

Lobby sales by renters must not duplicate or compete with SAC concessions, bar or the Gift Shop.

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any merchandise, memberships or fund-raising items in the Surrey Arts Centre in conjunction with your bookings.

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the Surrey Arts Centre by photographers and/or videographers at any time during your booking.

Renters that are registered Surrey, non profit organizations will be exempt from the 15% Sale of Merchandise surcharge.

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc., in the Surrey Arts Centre are only permitted with a gaming event license.

Facility Admission Schedules

Admissions

The following information is applicable to admission fees and charges and will be taken into consideration, but is not limited to:

Users	
Infant	0 – 23 months
Child/Youth	2 - 18 years inclusive
Adult	19 - 59 years inclusive
Senior	60+ years
Student	*Students must show valid student card dated for the current school year
Family with Dependants	A family consisting of 1 or 2 parents, grandparents or legal guardians with at least 1 dependant aged 18 years or younger (may be required to show family medical card or Care Cards)
Attendant	A person who supports a participant with a disability
Fee Structure	
Infant	Free
Child/Youth	50% of Adult Rate
Adult	100%
Senior	75% of Adult Rate
Student	75% of Adult Rate
Family	Equal to the child rate for each family member
Attendant	Free
Punch Cards (10)	10% discount of the applicable rate
Punch Cards (20)	20% discount of the applicable rate
Rounding	After-Tax admission fees will be rounded up to the nearest quarter (\$0.25)

** Student Rate Definition: PR&C recognizes a student as a person (regardless of age) who possesses current and valid student identification from an accredited post-secondary institution. BC institutions include (but are not limited to): Simon Fraser University (SFU), University of British Columbia (UBC), British Columbia Institute of Technology (BCIT), Langara College, Kwantlen College, Capilano College, Douglas College, Emily Carr College of Art & Design, Vancouver Community College (VCC), University College of the Fraser Valley (UCFV), Trinity Western University (TWU), University of Victoria (UVic), Malaspina College, University of Northern BC (UNBC), Camosun College*

Admission Rates

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
Surrey Museum		
Individual Admission		
Pre-school	\$0.00	\$0.00
Child/Youth	\$2.36	\$2.45
Student/Senior	\$3.54	\$3.68
Adult	\$4.71	\$4.90
Family (per family member)	\$2.36	\$2.45
Attendant	\$0.00	\$0.00
Group (10+)		
Pre-school	\$0.00	\$0.00
Child/Youth	\$1.65	\$1.72
Student/Senior	\$2.48	\$2.58
Adult	\$3.30	\$3.43
Family (per family member)	\$2.26	\$2.35
Attendant	\$0.00	\$0.00
Leader/Driver (1:10)	\$0.00	\$0.00
Annual Pass*		
Pre-school	\$0.00	\$0.00
Child/Youth	\$5.66	\$5.89
Student/Senior	\$8.49	\$8.83
Adult	\$11.32	\$11.77
Family (per family member)	\$28.34	\$29.47

** Current operation: February - December*

Historic Stewart Farm

All Ages By Donation (suggested levels)

Surrey Archive

All Ages \$0.00 \$0.00

Surrey Art Gallery Admission

All Ages By Donation

Program Fee Schedule

Arts Services

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

Program Name	2010/11 Base	2011/12 Base
School Programs		
Instructor-led Studio Workshops (per group):		
General art workshops	\$60.58	\$63.00
Clay workshops	\$73.06	\$75.98
Instructor-led Outreach Workshops		
First Nations Contemporary Art	\$76.44	\$79.50
Art Day Camps		
Week-long; ratio of 10 to 15 children per instructor, plus volunteer(s)	\$4.94	\$5.14
Daily: ratio of 10 to 15 children per instructor, plus volunteer(s)	\$6.24	\$6.49
Public Courses and Workshops		
<i>Includes:</i>	Cost plus 20%	Cost plus 20%
<i>General art courses & workshops</i>		
<i>Specialty courses & workshops</i>		
<i>Artist Pro-D workshops</i>		

Community Development

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

Program Name	2010/11 Base	2011/12 Base
Community Leisure (for pre-teens/Youth) Fall, Winter and Spring Only	Cost plus 20%	Cost plus 20%
Leadership Opportunity (Summer)	\$150.01	\$156.01
Summer Fun for Youth (Summer)	\$112.51	\$117.01

Heritage Services

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2010/11	2011/12
	Base	Base
School Programs		
School Programs – docent led (per group)	\$56.94	\$59.22
Discovery Tour – Unguided – HSF only (per person)	\$1.30	\$1.35
Discover Tour – Guided – HSF only (per person)	\$1.82	\$1.89
Discover Tour – Guided SM only (per group)	\$56.94	\$59.22
Guided Tours – includes admission SM		
Pre-Booked, minimum of 10		
Guided Tour or Guided/Facilitated Discovery Sheet		Admission plus \$1.00
Self-guided with Discovery Sheet		Included with admission
Craft Camp (hourly rate)		
Basic Craft Camp <i>ratio of 10-15 children per leader basic crafts and tours</i>	\$2.34	\$2.43
Craft/Activity Camp <i>ratio of 8-10 children per leader variety of crafts, demonstrations includes take-home items</i>	\$3.90	\$4.06
Specialty Heritage Program <i>ratio of 5-8 children per leader variety of crafts, demonstrations includes take-home items includes handling/using artifacts, specialized equipment includes sound, music, oral history may include specialists, live animals</i>	\$6.24	\$6.49
Heritage Birthday Party - Basic (hourly rate)		
2 hour party – heritage themes (per hour, per child)	\$5.98	\$6.22
<i>games, crafts, take home crafts refreshments, homemade ice cream minimum 6 – maximum 12 birthday child is free</i>		
Public Courses and Workshops**		
Weaving, Spinning, Dyeing, Textile Arts	Cost + 20%	Cost + 20%
Tours: Bus and Walking Tours	Cost + 20%	Cost + 20%
Heritage Craft Workshops	Cost + 20%	Cost + 20%
Lectures, talks, specialty workshops	Cost + 20%	Cost + 20%
<i>** materials & supplies are additional</i>		

Appendices

Appendix A - Contract Negotiation

CONTRACT NEGOTIATION GUIDELINES

Goal: 60 – 40 split

City of Surrey retains 40% of net revenues

Contractor receives 60% of net revenues

City provides registration, advertising, the facility and some equipment for the program

Goal: 80 – 20 split

City of Surrey retains 20% of net revenues

Contractor receives 80% of net revenues

City provides registration, minimal advertising (i.e. Leisure Guide, supplement)

Contractor provides facility, equipment, instructor, and is prepared to handle queries, make arrangements, etc.

Program Pricing:

Generally we will be negotiating contracts for programs where we do not have the staff expertise to run the program or do not wish to develop the expertise

Many of the programs will be specialized or of special interest to a limited group

If the program easily fits within fees and charges guidelines, price it accordingly

In most cases you will find that a “market based” rate must be used

To determine an appropriate rate, look at what the market is charging, compare this to any similar program being run in other town centres and develop a price for recommendation to the Fees and Charges Liaison

Charging “market” is not an issue; the only concern is undercutting any existing programs within Parks, Recreation and Culture

Key Points

- 1 Contracts need to be a split based on “net” revenue, that is after taxes, refunds, credits, bad cheques and any other financial adjustments. Wording could be:

Net Revenue is defined as the total of all revenue collected by or on behalf of the City for the program delivered by the contractor, net of:

Taxes collected

Fee credits, refunds, and adjustments

Cheques or other payment methods not honoured

- 2 Request all contractors to honour the City’s Leisure Access Program, where participants will pay 25% of the cost of the program. This revenue would be included in the total revenue, and split on the 80/20 or 60/40 basis.
- 3 Contractor must be prepared to provide a minimum of \$2 million in liability insurance and must be registered with the WCB

Contractor must “ensure that the service or program meets all of the safety guidelines that would be required if the City were providing the program/service directly,” i.e., first aid certification, criminal record checks, instructor/student ratios.

