

CITY OF SURREY

BYLAW NO. 18164

A bylaw 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, ENACTS AS FOLLOWS:

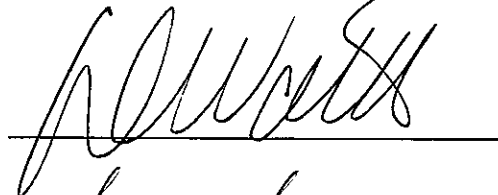
1. "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391", as amended, is hereby further amended as follows:
 - (a) Schedule A is deleted in its entirety and a new Schedule "A", attached hereto and forming a part of this by-law, inserted in its place.
2. This Bylaw shall take effect September 1, 2014.
3. This Bylaw shall be cited for all purposes as "Surrey Parks, Recreation and Culture Fee-Setting Bylaw, 2004, No. 15391, Amendment Bylaw, 2014, No. 18164"

PASSED FIRST READING on the 24th day of February, 2014.


PASSED SECOND READING on the 24th day of February, 2014.

PASSED THIRD READING on the 24th day of February, 2014.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 10th day of March, 2014.



MAYOR



CLERK

Schedule A

Surrey Parks, Recreation and Culture

Fees and Charges 2014/2015

Effective September 1 2014

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Parks and Recreation Facilities

Rentals

Rental Guidelines

Rentals

- A. Tentative Bookings: Tentative Bookings can be used for quotes. Cannot run an event on a tentative booking.
- B. Meeting/Seminar: 2 hour minimum
- C. Social Use: 4 hour minimum
- D. Allocation Policies: Allocation policies govern services and supersede these guidelines. Refer to the appropriate allocation policy as require.

Insurance

- A. Insurance:
 - a. Minimum liability coverage required
 - i. \$2,000,000 Low-risk: Meetings, weddings, bridge clubs, banquets
 - ii. \$5,000,000 High-Risk: Hockey, Ringette, Lacrosse, Gymnastics, Skating, figure skating, kayaking, canoeing, skateboarding, martial arts, soccer, baseball, rugby, kabadi, pickle ball, wrestling
 - b. Must list the City of Surrey as an additional insured:
City of Surrey
13450 104th Avenue
Surrey, BC
V3T 1V8
 - c. Insurance available through All-Sport in the amount of \$2 million. \$5 million insurance available through Event Policy (<http://eventpolicy.com/>).

Rates

- A. User Group Categories:
 - a. Partially Subsidized : Surrey non-profit groups with services for youth (18 years and under). Rentals serve youth
 - b. 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)

- c. 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)
- d. School Board : as per the Reciprocal Agreement with School District #36. Does not pertain to private schools
- B. Set Up Rate: 50% of hourly base rate (exception: Surrey Arts Centre Main Stage or Studio Theatre). Setup booking must be adjacent to the event booking.
- C. Additional Costs: charged as required, not limited to:
 - a. Facility Attendants
 - b. Janitorial
 - c. Other charged at cost +20%
- D. 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

Payment

- A. Rental Booking Deposit: initial payment of \$100 due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.
- B. Refundable Damage Deposits: Refundable Damage deposit to address any damages to the facility. Refunds for security deposit issued within seven days when rental satisfactorily completed. Social use rentals have a \$400 security deposit due 30 days prior to the first booking.
- C. Full Payment (Exception: Surrey Arts Centre Main Stage or Studio Theatre):
 - a) Bookings made within 30 days of event : full payment is due immediately
 - b) Bookings made more than 30 days in advance of event : full payment is due 30 days prior to the event
 - c) Regular groups who book ongoing rentals : monthly payment is required on the first day of the month
- D. Booking Cancellations:
 - a) Bookings cancellations require a minimum of 30 days' notice for a full refund.

Permits

Renters will have to acquire and pay for any required permits required by law to run their event. These include, but not limited to:

- A. S.O.C.A.N.: fee charged to all rentals where music is played. Fee is collected on behalf of and remitted to S.O.C.A.N. See Appendix B for fees. S.O.C.A.N. regulations, including fees, are not governed by this fees & charges document and are subject to change by the governing body

- B. Temporary Food Permit: client serving food at their event must make an application to the local health authority, Fraser Health, for a permit to do so. Applications are not required for private events (i.e. weddings, family reunions). Food permit regulations not governed by this fees & charges document and are subject to change by the governing body
- C. Bar Service: Special Occasion Liquor Permit required (exception: Surrey Arts Centre). Applications can be picked up at a local Government Liquor Store. Liquor permit regulations are not governed by this fees & charges document and are subject to change by the governing body

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

	2014/15 Base
PARTIALLY SUBSIDIZED	
A. September 1 - March 31	
Prime	\$113.42
Non-prime	\$67.83
B. Skating School and Minor Sports - Spring/Summer Rate (April 1 - August 31)	
Prime	\$122.26
Non-prime	\$73.30
C. Schools, Minor Sport Special Events (Christmas Party, Year End Parties)	
Prime	\$122.26
Non-prime	\$73.30
D. Minor Sport Tournament Rate	\$113.42
NON-SUBSIDIZED	
A. September 1 - March 31	
Prime	\$267.88
Non-prime	\$160.69
B. April 1 - August 31 (Monday to Thursday)	
Prime	\$267.88
Non-prime	\$160.69
Friday, Saturday and Sunday (All hours)	\$160.69
C. Junior Hockey "A"	
Practices	\$160.69
Games	\$267.88
COMMERCIAL/PRIVATE	
Prime	\$375.01
Non-prime	\$225.05
SCHOOL BOARD	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>	
LAST MINUTE ICE	
<u>7 days prior (less 25% off applicable rate)</u>	
<u>1 - 3 days prior (less 50% off applicable rate)</u>	

Ice Rental - Surrey Sport and Leisure Arena

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

	2014/15 Base
All Seasons/All Year	
Subsidized	
<i>Up to 3,900 hours in Fall/Winter</i>	
Prime	\$127.90
Non-Prime	\$76.38
Non-Subsidized	
Prime	\$319.01
Non-prime	\$160.69
Commercial	
Prime	\$375.01
Non -prime	\$225.05
Last Minute Ice	
7 days prior (less 25% off applicable rate)	
1 - 3 days prior (less 50% off applicable rate)	
School Board	
All times	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>	

Dry floor rentals

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

	2014/15 Base
Minor (Lacrosse, Ball Hockey)	
A. Weekdays	
Prime	\$52.00
Non Prime	\$31.27
B. Tournament Rate	
Each Tournament	\$52.00
Surrey Non-Profit and User Groups	\$415.73
<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	\$83.14
B. Junior Lacrosse	
Practice	\$52.00
Game	\$67.96
Commercial/Private	\$166.48
<i>(8 hour minimum)</i>	
School Board	\$0.00
<i>As per the Reciprocal Agreement with School District 36</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; South Surrey Pools

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

	2014/15 Base
PARTIALLY SUBSIDIZED	
Non-prime	
37.5m Lane	\$10.14
25m Lane	\$6.76
12.5m Lane	\$3.38
Prime	
37.5m Lane	\$19.26
25m Lane	\$12.84
12.5m Lane	\$6.42
Swim Meets	\$126.36
NON-SUBSIDIZED	
Whole Pool	
North, SSIP	\$188.74
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>	
37.5m Lane	\$31.51
25m Lane	\$21.01
12.5m Lane	\$10.50
COMMERCIAL PRIVATE	
Whole Pool	
North, SSIP	\$355.57
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>	
37.5m Lane	\$42.24
25m Lane	\$28.16
12.5m Lane	\$14.08
SCHOOL BOARD	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>	

Guildford, Grandview and Surrey Sport and Leisure Pool

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

	2014/15 Base
PARTIALLY SUBSIDIZED	
Non-prime	
50m Lane	\$14.35
37.5m Lane	\$10.76
25m Lane	\$7.17
12.5m Lane	\$3.59
Prime	
50m Lane	\$27.24
37.5m Lane	\$20.43
25m Lane	\$13.62
12.5m Lane	\$6.81
Swim Meets	\$274.09
NON-SUBSIDIZED	
50m Lane	\$44.58
37.5m Lane	\$33.43
25m Lane	\$22.29
12.5m Lane	\$11.14
COMMERCIAL PRIVATE	
SSLA	\$530.93
50m Lane	\$59.75
37.5m Lane	\$44.82
25m Lane	\$29.88
12.5m Lane	\$14.94
Aquatics High Performance Sustainability Fund (per competitor)	\$5.00
SCHOOL BOARD	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>	

Newton Wave Pool

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

	2014/15 Base
PARTIALLY SUBSIDIZED	
All times	\$181.01
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NON-SUBSIDIZED	
All times	\$282.85
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<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>	
COMMERCIAL/PRIVATE	
All times	\$377.23
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SCHOOL BOARD	
All times	\$0.00
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<i>As per the Reciprocal Agreement with School District 36</i>	

Outdoor Pool Rentals

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

	2014/15 Base
Surrey Swim Clubs - May - September	
25m Lane (per hour)	\$6.83
Dead space (2 lane area) Hjorth Road & Bear Creek	\$6.83
Park Pools only (per two lane per hour)	
Dive tank (per tank per hour)	\$6.83
Non-Subsidized	
Whole Pool	\$108.13
Commercial Private	
Whole Pool	\$145.41

Facility Rentals

Room Rentals

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

	2014/15 Base
Small Meeting Rooms – up to 30 people	
Partially Subsidized	\$9.87
Non-Subsidized	\$12.80
Commercial/Private	\$22.41
Medium Size Rooms – 30 to 75 people	
Partially Subsidized	\$18.09
Non-Subsidized	\$24.54
Commercial/Private	\$42.96
Small Halls – 75 to 140 people	
Partially Subsidized	\$26.75
Non-Subsidized	\$34.97
Commercial/Private	\$64.06
Large Halls – 140 to 300 people	
Partially Subsidized	\$36.92
Non-Subsidized	\$49.28
Commercial/Private	\$86.26
Stand Alone Halls (no staff)	
Partially Subsidized	\$19.59
Non-Subsidized	\$26.12
Commercial/Private	\$45.71
Gymnasium	
Full Gyms	
<i>Chuck Bailey, Cloverdale Recreation Centre, Fraser Heights, Guildford, Newton and South Surrey</i>	
Partially Subsidized	\$71.32
Non-Subsidized	\$94.17
Commercial/Private	\$141.27
Tarp Fee	\$160.11
<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>	
Small Gymnasium	
<i>Princess Margaret, Bridgeview Community Centre</i>	
Partially subsidized	\$36.04
Non-Subsidized	\$48.10
Commercial/Private	\$72.07
Newton Gym - Mat Room	
Partially subsidized	\$19.02
Non-Subsidized	\$25.36

Commercial/Private \$44.38

Other Fees

Facility Attendant	Cost + 20%
Misc Fees (chair cleaning, equipment rental...)	Cost + 20%
Bleacher Rentals - Per bleacher hour, transportation extra	\$67.02
Sport Tourism - Per Competitor	\$5.00

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)
- Chuck Bailey - Reading Lounge
- Clayton Community Hall
- Cloverdale Arena Conference Room
- Cloverdale Athletic Park Meeting Room
- Cloverdale Recreation Centre Activity Room
- Cloverdale Recreation Centre Workshop 201 and 202
- Community Rooms (All)
- 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
- Guildford Recreation Centre MPR A
- Kensington Prairie Community Centre - Activity Room
- Kensington Prairie Community Centre - Community Room 1
- Kensington Prairie Community Centre - Community Room 2
- Lobbies (table/booth setup only)
- Meridian Centre
- Newton Athletic Pavilion - Upper Meeting Room
- 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
- South Surrey Recreation Centre Arts Office
- Sport & Leisure – Youth Room
- Sport & Leisure Complex - Arena Meeting Room
- Sport and Leisure - Poolside Classroom
- Sport and Leisure - Timing room
- Sunnyside Hall - Lounge only
- Surrey Arts Centre Conference Room
- Surrey Museum Program Room 1
- Surrey Museum Program Room 2
- Surrey Nature Centre - Dogwood Room
- Surrey Nature Centre - Heritage Building
- Surrey Nature Centre - Mulberry Room
- Tamanawis Park Field House - Upper Meeting Room
- Whalley Youth Centre Preschool Room

Medium Size Rooms – 30 to 75 people

- Bridgeview Community Centre Multipurpose rooms 1, 2, 3
- Bridgeview Community Centre Kitchen
- Chuck Bailey - Arts & Craft
- 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, 3, 4, 5
- Guildford Recreation Centre Craft Rooms 1 & 2
- Guildford Recreation Centre MPR B
- Guildford Recreation Centre Seniors' Lounge
- Guildford Recreation Centre Youth Lounge
- Kensington Prairie Community Centre - Classroom 1 to 6
- Museum Theater (no equipment)
- 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 - Childminding
- South Surrey Recreation Centre – Multi-Purpose 6 Youth Lounge
- South Surrey Recreation Centre Arts MP 9A
- South Surrey Recreation Centre Arts MP 9B
- South Surrey Recreation Centre Arts Studio
- South Surrey Recreation Centre Arts Pottery Studio
- Stewart Hall (Elgin Heritage Park)
- 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 Nature Centre - Forest Room
- Surrey Nature Centre - Sky Room
- 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

- Foyer
- Museum Program Room 1, 2, Foyer and Theater

Large Meeting Rooms and Small Halls – 75 to 140 people

- Chuck Bailey - Multi-Purpose
- 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
- South Surrey Recreation and Arts Centre - MP 7 Fitness Room
- Sunrise Pavilion Auditorium
- Surrey Sport & Leisure – Multi-Purpose 1 & 2 combined

Large Halls – 140 to 300 people

- City Hall Atrium (City Room)
- Cloverdale Recreation Centre - Multi-purpose Room
- 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

	2014/15
	Base
Permit Processing Administration Fee	\$28.76

Key Replacement Fee	\$13.44
<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	\$60.17
Per amenity - more than 4 hours	\$120.35
Cancellation Fee	\$16.92
Adult Regular Season Rental	\$12.54
Adult Non-Prime (M-F before 4pm).	\$6.27
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	\$81.49
Non-Surrey, non-profit associations, commercial and private groups - per day	\$116.35

Half day charges	
<i>Mon. to Fri. only, after 5 p.m. No half days on Sat., Sun. or Statutory Holidays</i>	
Surrey Non-profit Associations	\$40.76
Non-Surrey Non-profit Associations, Commercial and Private Groups	\$58.21

Lighted grass sports fields, ball diamonds - per hour	
Youth (younger than 19 years of age)	\$5.79
Adult (19 years of age and older)	\$20.46

Lit Practice Fields - per hour	
Mon - Fri 5:30 - 10:30 pm	
Youth	\$5.78
Adult	\$8.04

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.
 July and August
 Monday, Friday, Saturday and Sunday: All-day

Last Minute Turf
 7 days prior (less 25% off applicable rate)
 1 - 3 days prior (less 50% off applicable rate)

Prime Time	
Surrey based youth (includes School District #36)	\$27.90
Non-Surrey based youth/private youth use	\$53.70
Surrey based adult	\$42.19
Non-Surrey based adult/private adult use	\$82.16
Surrey based youth tournaments - per day	\$202.78
Non-Surrey based youth tournaments/private youth tournament - per day	\$429.83
Surrey based adult tournaments/private adult tournament - per day	\$316.28
Non-Surrey based adult tournaments - per day	\$493.02
Commercial Use	\$108.52
Non-Prime Time	
Surrey based youth (includes School District #36)	\$13.92
Non-Surrey based youth/private use youth	\$26.89
Surrey based adult	\$21.10
Non-Surrey based adult/private use adult	\$41.11
Commercial Use	\$109.57
Commercial Sports Camps – Surrey Based Youth - per field (4 hours or less)	\$60.17
Commercial Sports Camps – Surrey Based Youth - per field (more than 4 hours)	\$120.35
Commercial Sports Camps Cancellation Fee - Per Field	\$16.92
Kabaddi Event	\$4,136.63
Tennis Courts	
Commercial Tennis School and Tennis Clubs - per hour per court	\$7.54
Boot Camps and Fitness/Performance Training	
Operators of for-profit program on Park land - Per Hour	\$15.04
Community Sport Trailer	
Daily	\$75.00
Per event maximum	\$300.00
Damage Deposit (Refundable)	\$2,000.00

Other

Additional bleachers (per bleacher, per event,
transportation cost is extra)

\$67.02

Ward's Marina

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

	2014/15 Base
<u>Moorage (monthly; per lineal foot)</u>	<u>\$4.73</u>
<u>Boat Launching (per launch)</u>	<u>\$8.49</u>
<u>Short Term Storage (monthly; per lineal foot)</u> <i>(i.e. Washdown Pad)</i>	<u>\$4.82</u>
Lockers - Per Month	
Half	\$6.32
<u>Full</u>	<u>\$12.65</u>

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

**2014/15
Base**

Theater Rental

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

School District	\$692.00
Surrey Non-Profit	\$857.00
Non-Surrey Non-Profit	\$1,186.00
Cultural Business	\$1,186.00
Commercial Business	\$2,005.50

Additional Services

Additional Hours performance day	\$122.00
Staffing (per hour, min. 4 hr. call-out) *	Cost

*overtime rates may apply

Dark Days	\$197.50
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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.

Deposits & Payments

Non refundable at time of booking, per day booked	\$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

	2014/15 Base
Performance Days	
School District	\$351.00
Surrey Non-profit	\$351.00
Non-Surrey Non-profit	\$420.50
Cultural Business	\$420.50
Commercial Business	\$735.00
(Includes up to five (5) hours access, one on-stage Technician and one House Supervisor)	
Additional Rates (Rate per hour)	
Additional Hours	
Performance Day	\$85.00
Staffing (minimum 4 hour call)*	
	Cost
*Overtime rates may apply	
Dark Day	\$125.50
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	
Deposits and Payments	
Non refundable at time of booking, per day booked	\$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 City Hall Council Chambers

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

2014/15
Base

Theater Rental

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

Surrey Non-Profit	\$665.50
Non-Surrey Non-Profit	\$799.50
Cultural Business	\$799.50
Commercial Business	\$999.50

Additional Services

Additional Hours performance day	\$109.50
Staffing (per hour, min. 4 hr. call-out) *	Cost

*overtime rates may apply

Dark Days	\$154.50
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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.

Deposits & Payments

Non refundable at time of booking, per day booked	\$150.00
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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 or City Hall

	2014/15 Base
Equipment Rental	
Piano	
For the use of acoustic pianos regularly tuned and maintained	\$149.00
Requested additional tuning.	\$136.00
Projector (per event)	\$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	\$1.75
Complimentary tickets	\$0.81
A maximum of 10 tickets per curtain are exempt from the complimentary ticket charge	
Ticket exchange	\$1.75
Use of an outside ticket agent	\$0.81
A Theatre Capital Fund Surcharge will be added to all Tickets \$10.00 and over	\$1.00

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 Surrey facilities are only permitted with a gaming event license.

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 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, 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

	2014/15 Base
Fee #1	
<i>Valid at all City Operated Facility except for Fee 2 Facilities</i>	
Infant	\$0.00
Children/Youth	\$2.83
Adult	\$5.56
Senior/Student	\$4.25
Family *	\$2.83
Shower Only Fee	\$2.83
Value Time Adult, Senior, Student	\$2.14
Value Time Children, Youth, Family	\$1.42
Fee 2	
<i>Grandview Heights, Guildford Recreation Centre and Surrey Sports and Leisure Aquatics</i>	
Infant (under 2 years)	\$0.00
Children (2-6 years)	\$3.22
Youth (7-14 years)	\$3.22
Teen (15-18 years)	\$4.84
Adult	\$6.52
Senior	\$4.90
Family (max 2 Adults & dependents 18 years and under)	\$13.48
Additional dependant 18 years and younger	\$1.35
Parent and Children (1 Parent & 1 Children (2-6 years))	\$7.07
Last Chance (last hour of the day)	\$4.69
Non-Prime Time (Mon-Fri: 11:00 am-3:00 pm):	\$3.75
Shower Only Fee	\$2.83

* Per family member (minimum 2 family members). Valid for family members to participate in:

- drop-in program;
- parents of a child registered in a program; or
- parent of a child participating in a Sport Group activity.

Facility Passes

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

	2014/15 Base
Monthly	
Infant	\$0.00
Children/Youth/Teen	\$29.51
Adult	\$57.85
Senior/Student	\$43.69
Family	\$115.68
Senior 90 Years and Older	\$14.46
Childminding*	\$63.99
Annually	
Infant	\$0.00
Children/Youth/Teen	\$209.30
Adult	\$417.35
Senior/Student	\$320.11
Family	\$832.25
Senior 90 Years and Older	\$104.34
Childminding*	\$638.96

Facility Passes Includes admission to all City of Surrey operated facilities

* Unlimited child minding for up to two (2) children.

Swipe Passes

Fee 1 Swipe Passes

Children/Youth/Teen	
10 Swipes	\$24.74
20 Swipes	\$43.99
Adult	
10 Swipes	\$50.08
20 Swipes	\$89.03
Senior/Student	
10 Swipes	\$38.24
20 Swipes	\$67.98

10 swipe passes are offered on drop-in rates at a 10% discount off regular admission price.

20 swipe passes are offered on drop-in rates at a 20% discount off regular admission price.

Unused punches expire 2 years from date of purchase

Fee 2 Swipe Passes

Children (2-6 years)	
10 Swipe Pass	\$28.05
20 Swipe Pass	\$47.63

Youth (7-14 years)	
10 Swipe Pass	\$28.05
20 Swipe Pass	\$47.63
Teen (15-18 years)	
10 Swipe Pass	\$44.79
20 Swipe Pass	\$77.60
Adult (19+ years)	
10 Swipe Pass	\$58.79
20 Swipe Pass	\$103.78
Senior	
10 Swipe Pass	\$44.01
20 Swipe Pass	\$78.24
Family	
10 Swipe Pass	\$120.96
20 Swipe Pass	\$201.60
Other Passes	
Surrey Employee Wellness (1 Year Adult Pass)	\$114.77
Leisure Access Admin Fee	\$13.73

Specialty Session Admission Rates

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

	2014/15
	Base
Daytime Skate	\$2.83
Drop-in Rec. Hockey	
Weekday	\$7.14
Weekend	\$9.95
Parent and Youth Hockey	
Youth	\$5.91
Adult	\$7.14

Child Minding	\$3.91
<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 Speciality Kids	\$2.83
<i>For ages 0-5 years, free for children under 12 months, included in full-facility passes, 50% discount second paying child in the same family.</i>	

Preschool Play Day	\$3.91
<i>Drop-In program, design for children 1-5 years, included in full-facility pass, 50% drop-in discount for second paying child in the same family</i>	

Winter Ice Palace	\$3.86
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Outside Personal Trainer	
Admission Rate for Client	Drop-In admission
Trainer Fee	2X Adult Fee 1

Outdoor pools

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

	2014/15 Base
GENERAL ADMISSION	
Public Swims	\$0.00

Seniors' Centres

*All Fees are subject to applicable taxes; Per person fee, unless otherwise noted
Rates Applicable to Senior Services facilities*

	2014/15 Base
Single-Facility Membership	\$20.62
<i>Seniors' memberships are facility specific and not transferable from one seniors' centre to another.</i>	
City-wide Seniors' Membership **	\$57.87
<i>City-wide Seniors' Membership allows access to seniors' activities at any senior services centres.</i>	

Notes:

Passes are valid 1-year from time of purchase

The Membership is available to those 55 years or older

The City-wide Senior Services Facility Membership is included for 1-Year

Full Facility pass holders

Other User Fees

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

	2014/15
	Base
Skate Sharpening	\$6.70
Skate Rentals	\$2.80
Helmet Only	\$1.40
Skate/Helmet Punch Pass – 10 punch pass available at a 10% discount	

***These programs eligible for 10%*

Withdrawal Fee	\$5.00
<i>For unsubstantiated withdrawals 72 hours prior to the start time of the course</i>	

Returned Post-Dated Payments	\$5.00
For declined post-dated payments made using Credit Card or Electronic Funds Transfer	

Facility Program Schedule

Program Pricing Philosophy

Program Fees

Programs rates will be set to cover all direct costs plus at least 20% to cover administration costs. Direct costs include the following:

- a. Labour costs
- b. Material and supply costs for the program
- c. Facility costs – where applicable, i.e., a facility is rented to house the program

Recognition of Town Centre Needs

General admissions for facilities and program registration fees may be developed with consideration given to specific Town Centre needs.

Subsidies - Programs

- a. Developmental Programs - activities/programs that do not initially cover direct costs may be offered at a loss in order to encourage and promote interest. It is expected that eventually these programs will break even.
- b. Experimental or Academic Programs - programs with limited users, but important to community and facility mandates, may be subsidized to ensure public access to specialized topics.
- c. Partnerships and Community Development Program Pricing - As external partners have decision making roles in these programs, standard fees and charges may not apply.