

Facility Rentals – Rental Rates

Email: rentals@surreyschools.ca | Phone: 604-595-6084 | Address: 14033-92nd Avenue, Surrey, BC V3V 0B7 |

Business Hours: Monday to Friday 8am-4pm, excluding statutory holidays

For July 1, 2023 – June 30, 2024 rates [click here](#)

For July 1, 2024 – June 30, 2025 rates [click here](#)

Rate Categories

- ◆ **Community Group:** Members of the community booking for recreational purposes or private events
- ◆ **Non-Profit:** Registered non-profit organizations. A copy of your certificate of incorporation must be provided to rentals@surreyschools.ca to receive this rate
- ◆ **Profit:** Renters will be charged the profit rate in all other circumstances unless a society number or registered charity number can be provided.

Applications

Applications

- ◆ Applications must be submitted no less than 15 business days (*Monday to Friday excluding statutory holidays*) prior to the requested start date, although as much notice as possible is always best.
- ◆ Applications must be made with start and end times on the hour (i.e. 5pm-6pm not 5:30pm-6:30pm)
- ◆ All spaces must be booked for the full duration of time requested
- ◆ Secondary schools are not generally available for regular weekly rentals (*Monday to Friday*)
- ◆ Interior bookings (*except licensed childcare*) are not permitted on October 31st annually

Amendments/Cancellations

- ◆ Amendments or cancellations are subject to a \$25 fee per change until June 30, 2024 and \$35/change July 1, 2024 – June 30, 2025, per License/application.
- ◆ Fees are applicable once the application has been submitted

Capacity

- ◆ Classrooms – 20 people
- ◆ Libraries (Elementary & Secondary) – 30 people
- ◆ Elementary and Secondary Gyms – [click here](#)
- ◆ Theatres – [click here](#)

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Additional Fees (Hard Costs):

Bookings over [school closures](#) may have additional fees for security, custodial, where trades services are required, or equipment rentals are requested.

School closures include weekends, statutory holidays, winter/spring/summer breaks, first pro-d in May and any other day where the school is closed and staff are not in attendance.

Security and/or custodial services may also occur in cases with events that exceed 40 people, have food/drink, the type of activity, number of spaces, or the number of hours rented designates.

- ◆ Security - \$30/occurrence
- ◆ Custodial - \$80/hr, 2 hour minimum per day booked – *subject to review based on event details*
- ◆ Ventilation - \$40/event or each time a schedule change is required on multi-date bookings

Equipment Rental

Sites may make select equipment available for rental. Rentable equipment includes nets, poles and/or stanchions only. Access to equipment such as balls, cones, pinnies, etc. is not permitted.

Equipment rental requests are not guaranteed.

For a list of rentable equipment [click here](#). This list is subject to change.

Afterschool Programs

Afterschool programs are those that start within 15 minutes after the instructional day has ended.

Programs/sessions with a start time of 3 pm or later are not considered after school programs but rather afternoon/evening programs. Rental rates will include an 'extra fee' for flyer distribution.

Contact Us

For additional information or any questions please contact the Facility Rentals Department during regular business hours of Monday to Friday 8am-4pm, excluding statutory holidays

Phone : 604-595-6084

Email: rentals@surreyschools.ca

Website: www.surreyschools.ca

eBASE: surreyschools.ebasefm.com

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Rental Rates Effective July 1, 2023 – June 30, 2024

Rates (\$/hour)	Monday to Friday School operating days *Minimum 1 hour rental		Any Day School Is Not In Session Weekends, Pro-D, School Closures *Minimum 2 hours/rental <i>When booking 10+ days at one school, the Monday to Friday rate will apply</i>	
Facility/Space	Non-Profit & Community Group	Profit	Non-Profit & Community Group	Profit
Cafeteria/Hub (Seating Area Only)	25	89	45	107
Classroom Staff Room PAC Kitchen Hallway	17	42	25	50
Field Tennis Court Track Playground	17	40	26	46
Gym – Elementary or Secondary Small	25	89	45	107
Gym – Secondary Large	41	139	74	165
Home Ec. + Trades Rooms	33	75	38	88
Library – Elementary	18	66	34	75
Library - Secondary	20	75	38	88
Parking Lot – Elementary	22	81	41	99
Parking Lot – Secondary	24	83	43	101
Preschool/Before & After School Care (per space)	10	15	10	15
Theatre	62	148	86	173

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Equipment – once/week usage	37 or more sessions	3-36 sessions	1-2 sessions
Badminton Poles and/or Nets	\$240	\$160	\$85
Indoor Soccer Nets (Hockey Nets)	\$160	\$120	\$45
Mats – soft blue mats in gym	\$110	\$85	\$35
Piano	\$220	\$145	\$85
Volleyball Nets and/or Stanchions	\$240	\$160	\$85

Equipment – Per Day or Flat Fee Per Space*Equipment is subject to approval and not guaranteed	
Chairs	\$1.35 each / day or \$100 / month
Gym Floor Covering	\$300/occurrence
Lectern/Podium	\$40 / day or \$85 / month
Music Stands	\$1.35 each / day
Projector	\$40 / day or \$85 / month
Score Board (Digital)	\$85 / day
Tables	\$7 each / day
Theatre Lighting	\$40 / day or \$85 / month
Theatre Sound	\$40 / day or \$85 / month

Extra Fees	Rate
Amendment Fee	\$25/change after application submitted
Cancellation Fee	\$25/License
Custodial Cleaning Fee (School Closures/Special Events)	\$80/hour *2-hour minimum
Custodial Cleaning Fee (Childcare – School Days)	\$40/hour *2.5-hour minimum per week
Custodial Cleaning Fee (Childcare – Non School Days)	\$80/hour *2.5-hour minimum per week
Grounds Clean Up – Parking Only	\$80/hour *2-hour minimum
Grounds Clean Up – Events & Food Service	\$80/hr *4-hour minimum
Security Runner	\$28/occurrence
Security Static Guard	\$28/hour *4-hour minimum
Safe School Liaison	\$70/hour *4-hour minimum
Key Deposit	\$100 (refundable)
Electronic Security Pass (37+ sessions)	\$550/year *Childcare and weekend rentals only. Subject to a trial period and not guaranteed
Student Tech (Theatre Rentals)	\$20-\$25/hour *2-hour minimum
Theatre Manager/Supervisor (Theatre Rentals)	\$25-\$30/hr *2-hour minimum

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Facility/Space	Non-Profit & Community Group	Profit	Non-Profit & Community Group	Profit
Cafeteria/Hub (Seating Area Only)	28	98	50	118
Classroom Staff Room PAC Kitchen Hallway	19	46	28	55
Field Tennis Court Track Playground	19	44	29	51
Gym – Elementary or Secondary Small	28	98	50	118
Gym – Secondary Large	45	153	81	182
Home Ec. + Trades Rooms	36	83	42	97
Library – Elementary	20	73	37	53
Library - Secondary	22	83	42	97
Parking Lot – Elementary	24	89	45	109
Parking Lot – Secondary	26	91	47	111
Preschool/Before & After School Care (per space)	10	15	10	15
Theatre	68	163	95	190

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Custodial Cleaning Fee (Childcare – Non School Days)	\$80/hour *2.5-hour minimum per week
Flyer Distribution (After school programs only)	\$110
Grounds Clean Up – Parking Only	\$80/hour *2-hour minimum
Grounds Clean Up – Events & Food Service	\$80/hr *4-hour minimum
Heating/Ventilation	\$40/event or each time a request for schedule change is required on multi-date bookings
Security Runner	\$30/occurrence
Security Static Guard	\$28/hour *4-hour minimum
Safe School Liaison	\$70/hour *4-hour minimum
Shared Equipment Fee	\$550/program per space
Key Deposit	\$100 (refundable)
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