

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

Rate Categories:

- **Community Group:** members of the community bookings for recreational purposes
- **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 must be submitted with no less than 15 business days prior to the requested start date.
- Changes or cancellations to an application or approved License after the application has been submitted are subject to a \$25 amendment/cancellation fee per change, per License/application.
- Applications must be made with start and end times on the hour (i.e. 5pm-6pm not 5:15pm-6:15pm)
- Where multiple spaces are requested, all space must be booked for the full duration of time requested.
- Interior bookings (except licensed childcare) are not permitted on October 31 annually.
- Secondary schools are not generally available for regular weekly rentals, request an elementary school instead.

Capacity:

- Classrooms – maximum capacity of 20 people
- Libraries – maximum capacity of 30 people
- Elementary and Secondary capacities – [click here](#)
- Theatres – [click here](#)

Additional Fees:

Additional fees may be associated with a booking where security, custodial, or trades services are required, or equipment rentals are requested.

Security and/or custodial services are applicable to bookings when school is not in session (weekends, statutory holidays, winter/spring/summer breaks, first pro-d in May), and may also occur in cases with events that exceed 40 people, food or drink beyond water is being served, the type of activity, number of spaces and/or types of spaces being used (i.e. theatre) or the number of hours rented designates.

- Security is \$28/occurrence,
- Custodial is \$80/hr with a 2-hr minimum per day booked – subject to review based on the event details

Equipment Rental:

Sites may choose to make select equipment available for rental. A list of equipment that is currently available can be found at the [link here](#). This list is subject to change at any time.

Rentable equipment includes nets, poles and/or stanchions only. Access to equipment such as balls, cones, pinnies etc. is not permitted. Requests for rental of equipment are not guaranteed.

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Rates (\$/hour)	Monday to Friday (school operating days) *minimum 1 hour rental		ANY DAY WHEN SCHOOL IS NOT IN SESSION (Weekends, Pro-D, School Closures) *Minimum 2 hours/rental	
			When booking 10+ days at one school, the M-F rate will apply	
FACILITY	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	14 8	86	173

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) *Childcare and weekend rentals only. Subject to a trail period and not guaranteed	\$550/year
Student Tech (Theatre Rentals)	\$20-\$25/hour *2-hour minimum
Theatre Manager/Supervisor (Theatre Rentals)	\$25-\$30/hr *2-hour minimum

