

**Schedule A** - Rental charges are based on initial space, see Schedule B for additional charges or Schedule D for Theatre or other auditoria space.

Type of User	Elementary Schools		High School and All Other Facilities	
	School Calendar Days 6:00pm-10:15pm	*Non-School Days 9:00am-9:00pm	School Calendar Days 6:00pm-10:15pm	*Non-School Days 9:00am-9:00pm
<b>School Based Functions</b>				
Home & School Meetings	No Charge	See Note 1	No Charge	See Note 1
Parent Council	No Charge	See Note 1	No Charge	See Note 1
Social Functions	No Charge	See Note 1	No Charge	See Note 1
School Sponsored Functions/Activities	No Charge	See Note 1	No Charge	See Note 1
<b>Partners in Education</b>				
STA/STF/SSTA	No Charge	See Note 2	No Charge	See Note 2
Department of Education	No Charge	See Note 2	No Charge	See Note 2
Staff Union Organizations	No Charge	See Note 2	No Charge	See Note 2
School Division Employee Groups	No Charge	See Note 2	No Charge	See Note 2
<b>Community (Non-Profit)</b>				
Community Assoc. Sponsored Activities	No Charge Joint Use Agr.	See Schedule C	No Charge Joint Use Agr.	See Schedule C
Children's Leisure Services Activities	No Charge Joint Use Agr.	See Schedule C	No Charge Joint Use Agr.	See Schedule C
Brownies, Guides, Sparks, Beavers, Cubs, etc.	No Charge	See Schedule C	No Charge	See Schedule C
Minor Sports Associations	No Charge	See Schedule C	No Charge	See Schedule C
Church Youth Groups	No Charge	See Schedule C	No Charge	See Schedule C
Band Camps	No Charge	See Schedule C	No Charge	See Schedule C
Sport Camps	No Charge	See Schedule C	No Charge	See Schedule C
<b>Adult Groups (18 and Over)</b>				
Adult Programs	See Schedule C	See Schedule C	See Schedule C	See Schedule C
University of Saskatchewan	See Schedule C	See Schedule C	See Schedule C	See Schedule C
<b>Other</b>				
Political Meetings	See Schedule C		See Schedule C	
Church Groups	See Schedule C		See Schedule C	
Folk fest	See Schedule C		See Schedule C	
City of Saskatoon Community Services Site Rentals	Joint Use Agreement		Joint Use Agreement	

**Schedule B**

Additional Charges	Rate
Chair Charge	No Charge \$25.00 \$50.00 \$10.00
First 50 Chairs	
50-100 Chairs	
101-200 Chairs	
Every 50 Chairs Thereafter	
Table Charge Per Table	\$1.00
Additional Gymnasium	Regular Rate for Each Gym
Statutory Holidays	1½ times the normal hourly rate (See Note 4)

**Hourly Rental Rates Fee Schedule  
2009-2010/2011**

**Schedule C** See note 3\*

Location	January 1, 2009		September 1, 2010		September 1, 2011	
	Elem	H.S.	Elem	H.S.	Elem	H.S.
Classroom -1 <sup>st</sup> Space Additional rooms \$5/hr	\$13.90	\$13.90	\$14.50	\$14.50	\$15.10	\$15.10
LRC/Multi- Purpose	\$20.90	\$20.90	\$21.70	\$21.70	\$22.60	\$22.60
Gyms	\$29.80	\$34.80	\$31.20	\$36.20	\$32.50	\$37.60

Beginning in 2010 rates effective September 1<sup>st</sup> of each year

Elem = Elementary Schools

H.S = High School

Notes:

- The school Principal will decide which school or school related event will take place outside of normal school operating hours.
- Except for school uses covered under Note 1, school division caretakers shall be used and applicable hourly rate as per Schedule C paid by the renter.
- Rate is subject to change.
- Subject to availability of caretaking support.
- There will be a 3 hour minimum rental time when a rental caretaker is needed.

\*Non-School days are when school is not in session. This includes weekends and the following breaks: **summer, Christmas, mid term, and Easter.**

**Schedule D- rate is subject to change**

<b>Theatres</b>	<b>Rate</b>
Tier Two Rates-Community Groups/Amateur	
Performances Additional Hours to a maximum of 3 Rehearsals Additional Hours to a maximum of 3	\$355.00 for up to 5 hours of use \$95.00/hr to a maximum of 3 hours \$250.00/hr. for up to 6 hours of use \$65.00/hr. to a maximum of 4 hours See Note #1
Move In /Set Up	\$35.00/hr to a maximum of 8 hours with a minimum 3 hour charge See Note #2
*Technician Fee (Light & Sound)	\$16.00/hr.
*Technician Overtime	\$24.00/hr.
<b>Speakers/Presenters</b>	<b>Rate</b>
Groups that fall under schedule "A" of rentals Guide	No charge during school calendar days, Monday through Friday. See note 3
When no admission is charged	\$35.00/hr See note #3
When admission is charged	\$50.00/hr for up to 8 hours of use. See note #3
Additional Hours	\$75.00/hr to a maximum of 2 additional hours

\* Fees are subject to change

Notes:

1. Price includes the theater, dressing rooms, sound and lighting equipment. Technician extra.
2. Price includes the theatre only. No technical services provided.
3. Stage and seating area only and is dependent upon the availability of caretaking staff within their recognized hours of work. Technical services shall be limited to basic house lighting and one fixed microphone. No on site technical support, technical support if requested is extra

## GREATER SASKATOON CATHOLIC SCHOOLS

### GENERAL REGULATIONS AND PROCEDURES

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#### APPLICATION FOR THE USE OF SCHOOL FACILITIES:

1. Requests for the use of school facilities are to be made in writing on the approved application form. Such forms are available from school principals.
2. The representative of a group making application for the use of a school facility must be of legal age, guarantees to pay any requested fees and ensure that regulations governing the use of school facilities are adhered to.
3. The signing representative must be directly responsible for the activity, program, cleanup, lockup and cancellation.
4. The Board reserves the right to refuse any application for the use of facilities.
5. Small non-profit clubs, community groups or large organized events that apply to the Board for rental or free use of school facilities are not insured by the Board's insurance for the injuries they bring upon themselves by their own activities. The Board insures for accidents that may be attributed to the condition of school buildings or grounds.
6. In accordance with City of Saskatoon Smoking control Bylaw #7554, there shall be no smoking in school facilities.

#### FEES:

1. When a charge is levied for the use of school facilities, an invoice will follow the Permit.
2. It is expected that fees will be paid either in advance of or immediately following the approved activity.
3. Charges for the use of school facilities will be assessed to cover applicable operational, maintenance and caretaking costs. Such charges shall be in accordance with The Schedule of Allowances, Charges, Fees and Grants in effect at the time a Permit for the Use of School Facilities is issued.

#### GENERAL PROVISIONS:

1. The signing representative of a group using school facilities will be held responsible to ensure that all required fees are paid, that the terms and conditions as noted on the Permit are adhered to, that all activities have responsible adult supervision and that all keys are returned as required.
2. User groups not leaving school facilities in a neat and tidy condition will be

assessed a caretaking fee.

3. Groups using school facilities will be held responsible for replacement or repair beyond normal wear to facility and any furniture or equipment authorized for use.
4. Groups using school facilities in the absence of a school caretaker must ensure the security of the building at the end of the activity and shut off all lights as instructed by the principal.
5. School equipment may only be used with prior authorization of the principal.
6. Permits are issued on the understanding that the needs of the school division take priority; extra-ordinary circumstances may necessitate the canceling of an approved activity in favor of a school division event.
7. All invoices for the collection of fees owing will be issued by the Board Office.
8. Refunds will be reimbursed in the event of cancellation of an activity by school division personnel.
9. Applications may be cancelled without penalty by user groups up to 48 hours before the rental time.