

CÉGEP HERITAGE COLLEGE REFERENCE DOCUMENT #P29.2
(Supporting material for Cégep Heritage College Policy #29 concerning Facilities Use and Rental)

Revision Date: January 12th, 2017.

Facilities Use and Rental—Fee Schedule¹

Auditorium	\$ 250/4-hour block (62.50/hour)
Classroom	\$ 10/hour
Computer labs (no support)	\$ 125/hour \$ 500/7-hour block \$ 250/per day
Agora (a maximum of approximately 12 tables can fit in the Agora) Individual Table	\$ 50/day/table
Gymnasium	\$ 50/hour
Studio	\$ 25/hour
Cafeteria	\$ 250/4-hour block
Boardroom	\$ 50/hour
Outside Field	\$ 16/hour/field
Beach Volleyball	\$ 10/court/hr
Parking	\$ 8/per day

¹ See also Reference Document #P29.3 for Audio-Visual Equipment Rental Rates.

OTHER CHARGES

Administrative fee (non-refundable) -----\$ 15

Cancellation fee -----\$ 15

Damage deposit-----\$ 100

Security Guard(s)-----\$ 26/hour/guard
(minimum 4 hours)

Cleaning

regular rate-----\$ 25/hour/person

time and a half -----\$ 38/hour/person

double time-----\$ 50/hour/person

Maintenance charges can be added to the rental cost if, depending on the activity,
cleaning is required. (minimum 3 hours)

Hotel Management Students----- minimum wage

Photocopier-----B/W \$0.03/sheet

-----color \$0.11/sheet

This cost includes use of photocopier, paper and ink.

Computer printer fees-----\$0.05/sheet

Communication System

Long distance calls and faxes will be charged as per current rate.

Specialized Staff

A-V Technician

regular rate-----\$ 28/hour

time and a half-----\$ 42/hour

double time-----\$ 55/hour

Computer Technician

regular rate----- \$ 34/hour

time and a half----- \$ 51/hour

double time-----\$ 67/hour

** Please note that all above fees do not include the taxes.*

Important Note: The College reserves the right to make adjustments, as necessary, with respect to staff-related fees governed by collective agreement.