

Scarborough Bluffs United Church
3739 Kingston Rd., Scarborough, ON M1J 3H4
416-267-8265
scarboroughbluffs@bellnet.ca

FEE SCHEDULE
(Non- Profit Rates)

Effective September 1, 2016 and subject to change without notice

Hourly Rates:

Room	Rate 1^a	Rate 2	Rate 3	Rate 4
Servery	34.00	33.00	27.00	20.00
Sanctuary	100.00 ^d	75.00	75.00	55.00
Boardroom	75.00	50.00	50.00	30.00
Narthex	75.00	50.00	50.00	30.00
Red Room	40.00	35.00	35.00	30.00
Heritage Room	75.00	50.00	50.00	30.00
Auditorium	75.00	50.00	50.00	30.00
Kitchen	25.00	19.00	18.00	15.00
Common Room	75.00	50.00	50.00	30.00

^aPrices discounted 50% from corporate rates

^d 2 hour minimum booking

Basic concert rates - includes use of 2 additional rooms, and use of the narthex:

Evening: 6:00 p.m. – 11:00 p.m. \$550

Daytime: 11:00 a.m. – 5:00 p.m. \$450

Cleaning fee: \$ 80

Servery may be added for \$25.00

Kitchen and Auditorium may be added for \$100. Includes use of coffee/tea urns and kettles. Tables and chairs in the auditorium are included in the rental rate.

LEGEND

Rate #1 **SPECIAL EVENTS:** Performances, entertainment, meetings, sales, socials, craft shows, worship services, etc. Weddings & funerals are priced separately. Please contact the office.

Rate #2 **NEIGHBOURHOOD PROGRAMS:** Classes, instruction, seminars, workshops, recordings, etc.

Rate #3 **PEACE/SOCIAL JUSTICE:** Issues/education for public, solidarity meetings, etc. At staff discretion.

SUPPORT SERVICES: Psycho/Social Assistance, Self-Help, Twelve Step Groups, etc.

Rate #4 **ARTS REHEARSALS:** Performing arts preparation (no compensation, coaching, teaching, etc.)(Otherwise see rate #2). Also- set-up and strike time; auditions outside of Sanctuary charged at this rate as well.

The following discounts are available:

- No Charge: Residents Groups & Congregation only. If booked within 24 hours
- 10%: Resident Groups
Regular Use (contracts for booking 13 of 26 wks., less than 30 hours/month)
- 20%: Congregation members - non-sponsored activities
- Negotiable: 30 hours/per month or more on a single contract
- Max Charge: Daily maximum = 10 hours/room at highest booking rate

Scarborough Bluffs United Church Space Use Agreement

Make arrangements to see the space you have booked prior to the date of your event.

A spokesperson should be appointed for the event and should introduce himself/herself to the Scarborough Bluffs staff person on duty at the time of the event.

Set up and strike is the renter's responsibility, and is to be completed during reservation times.

Cheques should be made payable to Scarborough Bluffs United Church.

The individual or organization (herein named "The Occupant") agrees to the following as conditions for renting space at Scarborough Bluffs United Church (herein named "The Church"):

1. A non-refundable, no-interest bearing down payment must be paid in advance to reserve the space. The amount of the deposit is 10% of the total rental costs. The remainder of the total amount is to be paid on or before the date of the event(s).
2. A refundable, separate security deposit may be requested to protect The Church against damage, and to ensure that the conditions of this agreement have been fulfilled. If requested, this security deposit is to be paid on or before the date of the event(s).
3. The Occupant agrees that reservation changes and amendments related to this order will not affect the other terms and conditions of this order, except as to allow additional related charges. All monies are non-refundable except the security deposit.
4. The Church shall be saved harmless of all liability associated with the use, promotion, scheduling, or availability of space. This agreement is at the exclusive risk of The Occupant who shall hereby agree to attain, and upon request, provide evidence of appropriate liability coverage and all-purpose insurance, also naming Scarborough Bluffs United as an additional insured.
5. Promotions will clearly represent the name of The Occupant, distinguish between the sponsor and location of the event, and be publicized only after receipt of down payment and the signing of this contract.
6. The Church telephone number may not be used on any publicity.

7. The Occupant agrees to perform the following maintenance tasks:
 - set up and put away tables and chairs;
 - leave areas used in same condition as found;
 - place all garbage in plastic bags provided by The Church;
 - if kitchen is used, clean sinks, counters, stoves, etc. and turn off all appliances
 - remove all personal supplies and equipment from building after use of space
8. No storage space is provided by this Agreement. Clean-up and disposal charges will be levied in accordance with related costs and an additional penalty equal to these costs.
9. There is absolutely no smoking and no gaming (i.e. no lotteries, bingo's, etc.) permitted in the building. Raffles and 50/50 draws are permitted.
10. No food or beverages are allowed in the Sanctuary.
11. Measured noise levels shall not exceed 100 decibels (in the sanctuary) or 80 decibels in other rooms. No drums allowed except in Sanctuary unless express written consent is provided by The Church.
12. The pianos and organ are not to be used without permission. A negotiated surcharge may be levied.
13. Other facility and office services (e.g., phone, message-taking, special lighting, sound, staging or security) are not included in this agreement.
14. If a set is being used, it should not in any way interfere with future use of the space. No structural changes to the space are permitted.

If the above requirements are not adhered to, The Church has the right to cancel the booking without advance notice and/or to refuse any future booking with the said Occupant.