

Gallery/Exhibition Space - Event Rental Rates*

* Subject to change without notice

	Guild Room		Bateman Gallery		Multi-Purpose		Any Two Areas		Any Three Areas		Lobby	
	1	2	1	2	1	2	1	2	1	2	1	2
Per Hour	\$25	\$20	\$30	\$25	\$30	\$25	\$45	\$35	\$55	\$45	\$12	\$10
1/2 Day	\$55	\$45	\$75	\$60	\$75	\$60	\$125	\$95	\$155	\$130	\$35	\$25
Full Day (9am-5pm)	\$80	\$55	\$100	\$80	\$100	\$80	\$155	\$130	\$200	\$170	\$50	\$40
Evening	\$50	\$40	\$60	\$50	\$60	\$50	\$90	\$70	\$105	\$90	\$24	\$20

Categories

- 1) For-profit businesses and professional organizations, or events charging admission
- 2) Non-profit organizations (no admission charge, or by donation)

Conference Room

\$12/hr \$46/day

Duty Manager

\$50 Required for events taking place outside business hours

Open/close fee

\$15

Ticket Centre

\$30 + .10 a ticket (includes set-up, ticket printing, accounting) + GST
& credit card charges (Visa/Mastercard): 2.5%; Interac: \$0.15/transaction

Kitchen cleanup

\$25

Sound Equipment

\$40 (includes use of 2 large speakers, and up to 4 microphones)

Other Equipment

N/C	tables, chairs, tv/vcr, overhead, flip chart, screen, wireless internet access
\$10/each	Risers

NOTES

- 1) GST will be added to all charges. Rental contracts signed after May 1, 2010 for events which are to take place after July 1, 2010 may be subject to HST.
- 2) A non-refundable rental deposit of \$100 is required at the time of signing of a rental agreement.
- 3) Tentative bookings (on HOLD) may be cancelled at any time unless a rental contract has been signed and the deposit paid. ArtSpring staff will do their best to consult with potential renters who have made a tentative booking if there is a request from another renter for the same dates, but cannot guarantee that the tentative booking will be held for them without a firm contract. Event bookings cannot be confirmed more than 90