

# EAST SOOKE COMMUNITY HALL

## HALL RENTAL RATES & REQUIREMENTS

The East Sooke Community Hall is available to host a wide variety of fun, celebratory, and health & lifestyle events. The hall is available for rent to groups and individuals. A hall rental includes the main hall, kitchen use, media equipment, and washrooms. Our rates and hall usage requirements are posted below. Hall property (ie. Tables, chairs etc.) may NOT be removed from the hall building at any time.

**GST 5% will be applied in addition to the rate schedule. Insurance fees will be applied and are separate from room rental rates.** See schedule below.

Terms of Use, Facilities Use Contract, Insurance application, and VIHA Kitchen Food Facility forms will apply and are part of the agreement for the hall's rental.

**PRIVATE EVENTS:** parties, birthday parties, concerts, dance, weddings etc.

**The custodial deposit is fully refundable pending the results of a post-event inspection.**

**Hourly:** 1 hours: \$25 + \$25 custodial

2 hours: \$50 + \$25 custodial

3 hours: \$75 + \$25 custodial

4 hours: \$100 + \$25 custodial

5 hours: \$125 + \$50 custodial

6 hours: \$150 + \$50 custodial

7 hours: \$175 + \$50 custodial

8 hours: \$200 + \$50 custodial

9 hours: \$225 + \$50 custodial

10 hours: \$250 + \$50 custodial

**Single Day Rate:** 11-12 hours: \$285 + \$50 custodial

13-16 hours: \$385 + \$100 custodial

17-48 hours: \$570 + \$100 custodial

**PUBLIC EVENTS:** Sponsored by East Sooke Residents for special interest, non profit, fitness classes, seniors, health initiatives etc. Regular weekly/monthly renters will not be charged a custodial/damage fee unless problems emerge. Events that are one, two or three days in duration

will be charged out per hour total, not per individual day. Ie. 2 day event: 8-2 first day = 6 hours, 10-2 second day = 4 hours. Total hours charged for event = 10 hours.

**The custodial deposit is fully refundable pending the results of a post-event inspection.**

1 hour: \$10 + \$25 custodial  
2 hours: \$10 + \$25 custodial  
3 hours: \$10 + \$25 custodial  
4 hours: \$10 + \$25 custodial  
5 hours: \$20 + \$50 custodial  
6 hours: \$30 + \$50 custodial  
7 hours: \$40 + \$50 custodial  
8 hours: \$50 + \$50 custodial  
9 hours: \$57 + \$50 custodial  
10 hours: \$64 + \$50 custodial  
11 hours: \$71 + \$50 custodial  
12 hours: \$78 + \$50 custodial  
13 hours: \$85 + \$100 custodial  
14 hours: \$92 + \$100 custodial  
15 hours: \$99 + \$100 custodial  
16 hours: \$106 + \$100 custodial  
17 hours: \$113 + \$100 custodial  
18 hours: \$120 + \$100 custodial  
19 hours: \$127 + \$100 custodial  
20 hours: \$134 + \$100 custodial  
21 hours: \$141 + \$100 custodial  
22 hours: \$148 + \$100 custodial  
23 hours: \$155 + \$100 custodial  
24 hours: \$162 + \$100 custodial

## **INSURANCE**

**Private Rentals: 12 Hours Maximum**

Parties/events without alcohol:	1-25 attendance = \$10
	26-75 max. attendance = \$25
Parties/events <u>with alcohol</u> :	1-25 attendance = \$50
	26-75 max. attendance= \$100
Festivals without alcohol:	1-25 attendance = \$25
	26-75 max attendance = \$50
Festivals with alcohol:	1-25 attendance = \$75
	26-75 max attendance = \$125
Meeting: without alcohol:	1-25 attendance = \$10
	26-75 max. attendance = \$15

Fitness instructors may provide their own liability coverage if the Capital Regional District is shown as an additional insured. A copy of current coverage must be provided by the user.

**Insurance for Public Events: \$10 per use or \$30 for the calendar year (if same organization)**

## **DAMAGE DEPOSIT**

The deposit is fully refundable pending the results of a post-event inspection

1-4 hours use: \$100

5-8 hour use: \$200

9-12 hour use: \$300

13+ hour use: \$500

**Exception: Regardless of duration: All live music and/or dance events require a \$500 deposit.**

## **RENTAL REQUIREMENTS**

Rental dates and contract are confirmed upon successful completion of:

1. Hall Viewing Tour with the Hall Rental Coordinator
2. Signed : Rental Summary Form,  
ESCH Terms of Use,  
CRD Facility Use Contract,  
CRD Insurance Application (sport or non-sport),  
VIHA Kitchen Food Facility Application Form
3. Payments required in full, 4 cheques made payable to CRD
  - 1) Rental-including GST
  - 2) Damage deposit
  - 3) CRD insurance
  - 4) Custodial Deposit

