



City of  
**Campbell  
River**

## C.R. Community Centre

### Rental Information

**Effective  
July 1, 2010**

Parks, Recreation & Culture Department  
401 - 11th Avenue  
Campbell River, B.C.  
V9W 4G2

For more information contact  
Diana Bell at 250-286-1161 or  
email: [diana.bell@campbellriver.ca](mailto:diana.bell@campbellriver.ca)

### Facility Rates

#### COMMUNITY FUNCTIONS

Security Deposit: \$200.00

Events or activities sponsored by community groups. This includes activities such as meetings, dances, banquets, elections, conventions, bazaars, weddings, sporting events, etc.

#### Youth Rates:

Gym - Full	\$32.00 per hour
- Half	\$22.00 per hour
Meeting Room 1 or 2	\$10.00 per hour
Preschool Room	\$14.00 per hour
Community Lounge	\$27.00 per hour
Galley Kitchen	\$27.00 per day
Change/Shower Room (minimum 2 hrs)	\$ 8.00 per hour
Kitchen Under 4 Hours	\$35.00 per day
Kitchen Over 4 Hours	\$70.00 per day
Craft Room	\$17.00 per hour

#### Adult Rates:

Gym - Full	\$48.00 per hour
- Half	\$31.00 per hour
Meeting Room 1 or 2	\$15.00 per hour
Preschool Room	\$21.00 per hour
Community Lounge	\$35.00 per hour
Galley Kitchen	\$31.00 per day
Change/Shower Room (minimum 2 hrs)	\$10.00 per hour
Kitchen Under 4 Hours	\$41.00 per day
Kitchen Over 4 Hours	\$81.00 per day
Craft Room	\$21.00 per hour

### Facility Rates

#### COMMERCIAL FUNCTIONS

Security Deposit: \$250.00

Events sponsored by commercial agencies.

Gymnasium - Full	\$93.00 per hour
- Half	\$61.00 per hour
Meeting Room 1 or 2	\$26.00 per hour
Preschool Room	\$41.00 per hour
Community Lounge	\$69.00 per hour
Galley Kitchen	\$58.00 per day
Kitchen - Under 4 hrs.	\$69.00 per day
- Over 4 hrs.	\$139.00 per day
Craft Room	\$ 41.00 per hr.

### Downtime

**8:30 am—12 midnight**

Gymnasium - Full	\$31.00 per hour
- Half	\$20.00 per hour
Meeting Room 1 or 2	\$10.00 per hour
Preschool Room	\$14.00 per hour
Community Lounge	\$23.00 per hour
Craft Room	\$14.00 per hour

**Parks, Recreation & Culture offers rentals for  
Community, Recreation, Athletic and Special Events**

#### Perfect For:

- √ Meetings
- √ Workshops
- √ Sporting Events
- √ Socials
- √ Weddings
- √ Dances
- √ Banquets
- √ Conferences
- √ Trade Shows

#### We Feature:

- √ Competitive Rates
- √ Convenient Parking
- √ Kitchen Facilities

#### Arrange Your Own:

- √ Catering
- √ Bar Service
- √ Decorating

## Equipment Rental

Coffee Rental Trolley (to serve approx. 20 people)	\$ 12.00
Coffee Urn (55 cup or 100 cup)	\$ 5.00 per day
DVD	\$ 11.00 per day
Flip Chart	\$ 5.00 per day
JVC Stereo - Up to 4 Hours	\$ 23.00 per day
- Over 4 Hours	\$ 46.00 per day
Overhead Projector	\$ 17.00 per day
Mini PA - Up to 4 Hours	\$ 23.00 per day
- Over 4 Hours	\$ 46.00 per day
PA System - Up to 4 Hours	\$ 34.00 per day
- Over 4 Hours	\$ 69.00 per day
Portable Bars	\$ 12.00 per day
Photocopying	\$ .50 per copy
Podium	\$ 12.00 per day
Projection Screen	\$ 5.00 per day
Reader Board:	
Community Group	\$ 16.00 per week
Commercial Group	\$ 27.00 per week
Stage: 1/2 Stage	\$ 81.00 per event
Full Stage	\$144.00 per event
Table Lectern	\$ 5.00 per day
TV with VCR or DVD	\$ 23.00 per day
White Display Board	\$ 5.00 per day

### Please Note:

All user groups are responsible to provide their own playing equipment, ie. basketballs, volleyballs, floor hockey equip., etc. Floor hockey users may use regular hockey sticks, however, black tape must be removed.

## Cancelling?

Groups wishing to cancel a reservation must notify the Parks, Recreation & Culture office during regular business hours at least 72 hours in advance of their scheduled time. All cancellations of events, where a security deposit has been taken are subject to a \$50 fee. The security deposit for these events is non-refundable if 72 hrs. notice has not been given.

## Set-up & Clean-up Rates

### Gymnasium Only

#### SET UPS

Chairs Only		Tables & Chairs	
200 or less	\$ 78.00	200 or less	\$109.00
201 to 350	\$109.00	201 to 350	\$139.00
351 to 500	\$139.00	351 to 500	\$169.00
501 to 750	\$214.00	501 to 750	\$274.00

#### CLEAN UPS

Chairs Only		Tables & Chairs	
200 or less	\$ 93.00	200 or less	\$154.00
201 to 350	\$124.00	201 to 350	\$185.00
351 to 500	\$154.00	351 to 500	\$244.00
501 to 750	\$229.00	501 to 750	\$395.00

#### Room Set-Up

Under 50 persons	\$ 29.00	Over 50	\$ 58.00
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#### Room Clean-Up

Under 50 persons	\$ 29.00	Over 50	\$ 58.00
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Hallway Clean-Up: \$27.00

## Day Rates

### Gymnasium Only COMMUNITY FUNCTIONS

#### Youth (18 yrs. & younger)

Full	\$416.00 per day
Half	\$286.00 per day

#### Adults (19 yrs. & older)

Full	\$624.00 per day
Half	\$402.00 per day

### COMMERCIAL FUNCTIONS

Full	\$1,206.00 per day
Half	\$763.00 per day

\*Clean-up is extra

## Occupancy Loads

### Gymnasium

Standing Space	1,000 people
Chairs	500 people
Tables & Chairs (with alcohol)	400 people

### Crafts Room

Chairs	120 people
Tables and Chairs (with alcohol)	80 people

### Community Lounge

Chairs	120 people
Tables & Chairs (with alcohol)	100 people

### Meeting Room 1

Chairs	80 people
Tables & Chairs (with alcohol)	60 people

### Meeting Room 2

Chairs	40 people
Tables & Chairs (with alcohol)	30 people

### Preschool Room

Chairs	80 people
Tables & Chairs (with alcohol)	60 people

### Note:

Depending on set up requirements actual numbers could be less than shown. When hosting a dance in one of the activity rooms, allowances must be made for the dance floor. It is advisable for groups wanting to rent the facilities to come to the building and decide if the space will be adequate for their event.

## Insurance

An insurance certificate is required when:  
 \*alcohol is served  
 \*150 or more participants  
 \*activity is considered high risk in nature  
 \*Commercial renters must provide insurance certificate.