

CITY OF SURREY

BY-LAW NO. 15391

As amended by By-law Nos. 15682, 03/07/05; 16527, 01/14/08; 17140, 04/12/10; 17141, 04/12/10; 17362, 02/28/11; 17610, 04/23/12; 17927, 05/27/13; 18164, 03/10/14; 18463, 05/29/2015; 18723, 05/16/16; 18991, 12/05/16; 19436, 12/18/17; 19528, 12/19/18; 19722, 12/19/18; 19778, 02/11/19; 19988, 12/16/19; 20407, 07/26/21; 20885, 04/17/23; 21236, 05/06/2024

THIS IS A CONSOLIDATED BY-LAW PREPARED BY THE CITY OF SURREY FOR CONVENIENCE ONLY. THE CITY DOES NOT WARRANT THAT THE INFORMATION CONTAINED IN THIS CONSOLIDATION IS CURRENT. IT IS THE RESPONSIBILITY OF THE PERSON USING THIS CONSOLIDATION TO ENSURE THAT IT ACCURATELY REFLECTS CURRENT BY-LAW PROVISIONS.

- (a) WHEREAS the council of the City of Surrey manages, maintains, improves, operates, conserves, controls and uses property held by the City to provide pleasure, recreation, culture and community services in the City;
- (b) AND WHEREAS pursuant to Section 194 of the "Community Charter", S.B.C. 2004, c.26, Council may impose fees in respect of services provided by the municipality and for the use of municipal property;
- (c) AND WHEREAS the Council may by by-law establish fees for administrative costs and services;

NOW, THEREFORE, the Council of the City of Surrey, in open meeting assembled, ENACTS AS FOLLOWS:

- 1. Pursuant to Section 194 of the "Community Charter" there is hereby levied fees for the Parks, Recreation and Culture services provided by the City as set out in Schedule A attached hereto and forming part of this by-law.
- 2. "Surrey Parks and Recreation Special Rates By-law, 1983, No. 7691" is hereby repealed. "Surrey Parks and Recreations Special Rates By-law, 1983, no. 7691 Amendment By-law, 1987, no. 9169 is hereby repealed.

3. This By-law shall be cited for all purposes as "Surrey Parks, Recreation and Culture Fee-Setting By-law, 2004, No. 15391."

PASSED THREE READINGS on the 7th day of June, 2004.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the 21st day of June, 2004.

_____MAYOR

_____CLERK

Schedule A

Surrey Parks, Recreation and Culture

Fees and Charges 2023/2024
Effective September 1st, 2023

Table of Contents

Parks, Recreation and Culture Facilities	3
Rentals	4
Rental Guidelines	5
Ice and Ice Complex Rentals	8
Ice Rentals Definitions	9
Ice Complex Rental	10
Ice Rentals	11
Dry Floor Rentals	12
Pool Rentals	13
Indoor Pool Definitions	14
South Surrey Pool	15
Guildford, Grandview Heights and Surrey Sport and Leisure Pool	17
Newton Wave Pool	18
Outdoor Pool Rentals	19
Facility Rentals	20
Room Rentals	21
Room Rental Listing	23
Parking Lot Rentals	26
Parking Lot Listing	27
Cloverdale Fairgrounds	29
City Hall Plaza	30
Outdoor Sport Facilities	31
Group Photography and Wedding Ceremony Permits	34
Ward's Marina	35
Surrey Arts Centre Main Stage	36
Surrey Arts Centre Studio Theatre	37
Surrey City Hall Centre Stage	38
Clayton Community Centre Performing Arts Studio	39
Surrey Civic Theatres - Other Fees	40
Admissions & Passes	41
Admissions - Definitions	42
Admissions	43
Facility Passes - Terms and Conditions	44
Facility Passes	45
Specialty Session Admission Rates	46
Outdoor Pools Admissions	47
Senior Services Membership	48
Other User Fees	49

Parks, Recreation and Culture Facilities

Rentals

Rental Guidelines

General

- A. Tentative Bookings: Tentative Bookings can be used for quotes. Cannot run an event on a tentative booking
- B. Meeting/Seminar: 1 hour minimum (includes but not limited to gathering, assembly, conference, congregation, convention, summit, forum, council, rally, caucus, rehearsal)
- C. Social Event: 4 hour minimum (includes but not limited to social affair, party, banquet, celebration, ceremony, observance, fundraiser)
- D. Allocation Policies: Allocation policies govern services, including but not limited to, Ice Allocation, Pool Allocation and Sports Field Allocation, and supersede these Rental Guidelines. Refer to the appropriate allocation policy as required
- E. Political and religious bookings require General Manager approval
- F. Client must be 19 years or older to rent a facility. Social events held by clients aged 19-25 years may require Facility Manager approval

Insurance

- A. Insurance:
 - a. Minimum liability coverage required*
 - i. No insurance required for single occurrence small and medium meeting room rentals - low risk activities*
 - ii. \$2,000,000 for Ward's Marina
 - iii. \$5,000,000 for all other activities*
 - b. Must list the City of Surrey as an additional insured:
City of Surrey
13450 104th Avenue Surrey,
BC
V3T 1V8
 - c. Insurance available in the amount of \$5 million.

**Risk Management may require additional limits of insurance coverages if, in their opinion, the provisions above do not adequately address the risks of a particular event.*

Rates

- A. User Group Categories:
 - a. Non-Profit Surrey Youth (Partially Subsidized): Surrey non-profit groups with services for youth (18 years and under).
 - b. Non-Profit Surrey Adult (Non-Subsidized): Surrey community organizations, non-profit groups or individuals that do not qualify under the Non-Profit Surrey Youth category (e.g. Surrey adult sport groups, religious and community groups, fundraisers for non-profit groups in this category)
 - c. Non-Profit Non-Surrey (Non-Subsidized): Non-Surrey community organizations, non-profit groups or individuals that do not qualify under either of the Not-Profit Surrey categories (e.g. Non-Surrey youth or adult sport groups, religious and community groups, fundraisers for non-profit groups in this category)
 - d. Private: groups or individuals that use Surrey Parks, Recreation and Culture services/facilities for private functions (e.g. corporate activities, weddings, family celebrations or any other private function that requires an invitation and is closed to the public)

- e. Commercial: groups or individuals that use Surrey Parks, Recreation and Culture services/facilities to hold for profit or ticketed events (e.g. sports schools, trade shows, craft fairs, concerts, festivals, and large public events). This rate only applies to Room Rentals and Cloverdale Fairgrounds. It does not apply to Arenas, Pools, Arts and Outdoor Sport/Parks Facilities
 - f. School Board: as per the Reciprocal Agreement with School District #36. Does not pertain to private schools or other public school districts. Non-SD36 schools in Surrey qualify for Non-Profit Surrey Youth rate. Non-SD36 schools outside of Surrey qualify for Non-Profit Non-Surrey rate.
- B. Special Rates:
- a. Tournament Admin/Storage Day Rate: - Unlimited day use of a meeting room at 8x the hourly meeting rate for small meeting rooms. (To be used at the Facility Manager's discretion)
 - C. Additional Costs: charged as required, not limited to:
 - a. Facility Attendants
 - b. Janitorial
 - c. Other charged at cost +20% (e.g. specialized staff, equipment rental, additional work to be performed for an event)
 - D. Fee Waivers: groups who request a fee waiver or a reduction in rental fees must make their application in writing to the town centre manager

Payment

- A. Social Rental Security Deposit: An initial payment of \$250 is due when the rental contract is firmed up for Social or Large rentals.
 - a. This security deposit serves as a damage deposit to cover costs incurred during the rental such as additional cleaning charges or replacing broken items. Once the rental has ended and upon inspection without incident, the full security deposit may be refunded.
 - b. The security deposit can also be applied towards a cancellation fee if the account is being charged. The cancellation fee is waived if the rental can be re-booked.
 - c. Exceptions include Surrey Arts Centre, City Hall Council Chambers and Cloverdale Fairgrounds
- B. Full Payment (Exception: Surrey Arts Centre and City Council Chambers):
 - a. Bookings made within 30 days of event: full payment is due immediately
 - b. Bookings made more than 30 days in advance of event: full payment is due 30 days prior to the event
 - c. Regular groups who book ongoing rentals: monthly payment options are available on the first day of the month or on the day of each booking
 - d. A \$30 fee will be charged for declined cheques
- C. Booking Cancellations:
 - a. Bookings cancellations require a minimum of 60 days notice for a full refund
 - b. If cancelled within 60 days of the booking, a \$100 cancellation fee will be applied (Exceptions: Surrey Arts Centre, City Hall Council Chambers and Cloverdale Fairgrounds)

Permits

Renters will have to acquire and pay for any required permits required by law to run their event. These include, but are not limited to:

- A. Entandem fees are charged to all rentals where music is played. Fee is collected on behalf of and remitted to Entandem. Entandem regulations, including fees, are not governed by this fees & charges document and are subject to change by the governing body

B. Temporary Food Permit: clients serving food at their event must make an application to the local health authority, Fraser Health, for a permit to do so. Applications are not required for private events (i.e. weddings, family reunions). Food permit regulations not governed by this fees & charges document and are subject to change by the governing body

C. Bar Service: Special Occasion Liquor Permit required (exception: Surrey Arts Centre). Applications can be picked up at a local Government Liquor Store. Liquor permit regulations are not governed by this fees & charges document and are subject to change by the governing body

Ice and Ice Complex Rentals

Ice Rentals Definitions

FALL/WINTER

Prime Time (September 1 to March 31)

Weekdays	4:00 p.m. - 12:00 midnight
Weekends	8:00 a.m. - 12:00 midnight

Non-Prime Time (September 1 to March 31)

Weekdays	12:00 midnight - 4:00 p.m.
Weekends	12:00 midnight - 8:00 a.m.

SPRING/SUMMER

Prime Time (April 1 to August 31)

Weekdays (Monday to Friday)	4:00 p.m. - 12:00 midnight
Weekends (Saturday, Sunday)	24 hours (applies to Non-Profit Surrey Youth rates only)

Non-Prime Time (April 1 to August 31)

Weekdays (Monday to Thursday)	12:00 midnight - 4:00 p.m.
Weekends (Friday, Saturday, Sunday)	24 hours (applies to Non-Profit Adult and Non-Profit Non-Surrey rates and Commercial/Private rates only)

Dry Floor Rental

Prime Time (April 1 to August 31)

Monday to Friday	4:00 p.m. - 12:00 midnight
Saturday and Sunday	8:00 a.m. - 12:00 midnight

Non Prime Time (April 1 to August 31)

Monday to Friday	12:00 midnight - 4:00 p.m.
Saturday and Sunday	12:00 midnight - 8:00 a.m.

Ice Complex Rental

Surrey Sport and Leisure Complex, North Surrey Sport and Ice Complex

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
All Seasons/All Year		
NON-PROFIT SURREY YOUTH		
<i>Subject to the Ice Allocation Policy</i>		
<i>Non-allocated hours to be charged once the allocated hours have been met</i>		
Prime, Allocated Hours	\$149.67	\$157.15
Non-Prime, Allocated Hours	\$89.26	\$93.72
Prime, Non- Allocated Hours	\$224.50	\$235.73
Non-Prime, Non-Allocated Hours	\$133.88	\$140.58
<hr/>		
Minor Sport Tournament Rate - All Hours	\$149.67	\$157.15
<hr/>		
NON-PROFIT SURREY ADULT		
Prime	\$373.30	\$391.97
Non-prime	\$195.10	\$204.85
<hr/>		
NON-PROFIT NON-SURREY		
Prime	\$373.30	\$391.97
Non-prime	\$195.10	\$204.85
<hr/>		
COMMERCIAL/PRIVATE		
Prime	\$465.42	\$488.69
Non -prime	\$278.61	\$292.54
<hr/>		
LAST MINUTE ICE		
7 days prior (less 25% off applicable rate)	\$279.97	\$293.97
1 - 3 days prior (less 50% off applicable rate)	\$186.65	\$195.98
<i>Rate does not apply to minor sport</i>		
<hr/>		
SCHOOL BOARD		
All times	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		

Ice Rentals
Cloverdale, Newton, South

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
NON-PROFIT SURREY YOUTH		
A. September 1 - March 31		
Prime, Allocated Hours	\$142.89	\$150.03
Non-prime, Allocated Hours	\$85.45	\$89.72
Prime, Non-Allocated Hours	\$214.33	\$225.05
Non-prime, Non-Allocated Hours	\$128.17	\$134.58
B. Schools, Minor Sport - Special Events (Christmas Party, Year End Parties) and Spring/Summer Rate (April 1 - August 1)		
Prime	\$149.67	\$157.15
Non-prime	\$89.36	\$93.83
C. Minor Sport Tournament Rate - All hours	\$142.89	\$150.03
NON-PROFIT SURREY ADULTS		
Prime	\$337.47	\$354.34
Non-prime	\$195.10	\$204.85
NON-PROFIT NON-SURREY		
Prime	\$337.47	\$354.34
Non-prime	\$195.10	\$204.85
Junior Hockey "A"		
Practices	\$195.10	\$204.85
Games	\$337.47	\$354.34
Camps and Programs	\$214.33	\$225.05
COMMERCIAL/PRIVATE		
Prime	\$465.42	\$488.69
Non-prime	\$278.61	\$292.54
SCHOOL BOARD	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		
LAST MINUTE ICE		
7 days prior (less 25% off applicable rate)	\$253.10	\$265.76
1 - 3 days prior (less 50% off applicable rate)	\$168.74	\$177.17
Rate does not apply to minor sport		

Dry Floor Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
NON-PROFIT SURREY YOUTH		
Prime	\$57.82	\$60.71
Non Prime	\$36.85	\$38.69
Tournament Rate		
Each Tournament	\$57.82	\$60.71
NON-PROFIT SURREY AND USER GROUPS		
Day Rate (includes facility attendant)	\$499.68	\$524.67
<i>Surrey Non-Profit (Service Groups) and User Groups (Hockey/Lacrosse) once per season for dance, banquet, awards ceremony</i>		
NON-PROFIT SURREY ADULT & NON-PROFIT NON-SURREY		
All Hours	\$107.90	\$113.30
Senior A and B Lacrosse, Ball Hockey (Adult)		
All Hours	\$107.90	\$113.30
B. Junior Lacrosse		
Practice	\$66.14	\$69.45
Game	\$86.46	\$90.78
COMMERCIAL/PRIVATE		
<i>(8 hour minimum)</i>		
	\$211.77	\$222.36
SCHOOL BOARD		
<i>As per the Reciprocal Agreement with School District 36</i>		
	\$0.00	\$0.00
CLOVERDALE CURLING RINK (April to August)		
Adult Groups		
	\$64.74	\$67.98
Minor Groups		
Prime	\$36.77	\$38.60
Non-Prime	\$22.12	\$23.23

Pool Rentals

Indoor Pool Definitions

Prime Time

Monday - Friday	6:30 a.m.	-	8:00 a.m.
Monday - Friday	3:00 p.m.	-	10:00 p.m.
Saturday - Sunday	6:30 a.m.	-	10:00 p.m.

Non-Prime Time

Monday - Sunday	10:00 p.m.	-	6:30 a.m.
Monday - Friday	8:00 a.m.	-	3:00 p.m.

South Surrey Pool

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
NON-PROFIT SURREY YOUTH		
Non-prime		
37.5m Lane	\$12.52	\$13.15
25m Lane	\$8.35	\$8.77
22.8m Lane	\$7.63	\$8.01
14.6m Lane	\$5.21	\$5.47
13.7m Lane	\$4.89	\$5.13
11m Lane	\$3.91	\$4.11
Prime		
37.5m Lane	\$23.27	\$24.43
25m Lane	\$16.19	\$17.00
22.8m Lane	\$15.13	\$15.89
14.6m Lane	\$9.67	\$10.15
13.7m Lane	\$9.07	\$9.52
11m Lane	\$7.28	\$7.64
Swim Meets	\$146.19	\$153.50
NON-PROFIT SURREY ADULT		
Whole Pool	\$218.36	\$229.28
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$38.91	\$40.86
25m Lane	\$25.93	\$27.23
22.8m Lane	\$23.67	\$24.85
14.6m Lane	\$15.16	\$15.92
13.7m Lane	\$14.19	\$14.90
11m Lane	\$11.39	\$11.96
NON-PROFIT NON-SURREY		
Whole Pool	\$218.36	\$229.28
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$38.91	\$40.86
25m Lane	\$25.93	\$27.23
22.8m Lane	\$23.67	\$24.85
14.6m Lane	\$15.16	\$15.92
13.7m Lane	\$14.19	\$14.90
11m Lane	\$11.39	\$11.96

COMMERCIAL PRIVATE

Whole Pool	\$423.31	\$444.48
<hr/>		
<i>Additional staff charges at a ratio of one guard for every additional 50 people over 100</i>		
37.5m Lane	\$53.83	\$56.52
25m Lane	\$35.77	\$37.56
22.8m Lane	\$32.54	\$34.16
14.6m Lane	\$20.84	\$21.88
13.7m Lane	\$19.50	\$20.47
11m Lane	\$15.65	\$16.43

SCHOOL BOARD

	\$0.00	\$0.00
<hr/>		
<i>As per the Reciprocal Agreement with School District 36</i>		

Guildford, Grandview Heights and Surrey Sport and Leisure Pool

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
NON-PROFIT SURREY YOUTH		
Non-prime		
50m Lane	\$17.74	\$18.63
25m Lane	\$8.87	\$9.31
21.5m Lane	\$7.93	\$8.33
17.5m Lane	\$6.21	\$6.52
12.5m Lane	\$4.43	\$4.65
Prime		
50m Lane	\$33.67	\$35.35
25m Lane	\$16.84	\$17.68
21.5m Lane	\$14.45	\$15.17
17.5m Lane	\$11.79	\$12.38
12.5m Lane	\$8.43	\$8.85
Swim Meets - Per lane 25m (short course)	\$21.17	\$22.23
Swim Meets - Per lane 50m (long course)	\$42.35	\$44.47
Swim Meets - Full Facility 8 lanes	\$392.35	\$411.97
Swim Meets - Full Facility 10 lanes	\$446.89	\$469.23
Facility Attendant Meet Assistant	cost plus 20%	cost plus 20%

NON-PROFIT SURREY ADULT

50m Lane	\$55.11	\$57.87
25m Lane	\$27.54	\$28.92
21.5m Lane	\$23.63	\$24.81
17.5m Lane	\$19.29	\$20.25
12.5m Lane	\$13.78	\$14.47

NON-PROFIT NON-SURREY

50m Lane	\$55.11	\$57.87
25m Lane	\$27.54	\$28.92
21.5m Lane	\$23.63	\$24.81
17.5m Lane	\$19.29	\$20.25
12.5m Lane	\$13.78	\$14.47

COMMERCIAL PRIVATE

Whole Pool - SSLC, Guildford Aquatics	\$675.37	\$709.14
Whole Pool - Grandview Heights	\$844.22	\$886.43
50m Lane	\$76.01	\$79.81
25m Lane	\$38.00	\$39.90
21.5m Lane	\$34.32	\$36.03
17.5m Lane	\$27.94	\$29.33
12.5m Lane	\$19.00	\$19.95

Aquatics High Performance Sustainability Fund (per competitor)	\$5.30	\$5.75
--	--------	--------

SCHOOL BOARD	\$0.00	\$0.00
---------------------	--------	--------

As per the Reciprocal Agreement with School District 36

Newton Wave Pool

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
NON-PROFIT SURREY YOUTH		
All times	\$223.77	\$234.96
NON-PROFIT SURREY ADULT		
All times	\$349.66	\$367.14
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>		
NON-PROFIT NON-SURREY		
All times	\$349.66	\$367.14
<i>Additional staff charge at ratio of one guard for every additional 50 people over 100</i>		
COMMERCIAL/PRIVATE		
All times	\$479.85	\$503.85
SCHOOL BOARD	\$0.00	\$0.00
<i>As per the Reciprocal Agreement with School District 36</i>		

Outdoor Pool Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Surrey Swim Clubs - May - September		
25m Lane (per hour)	\$8.70	\$9.13
Dead space (2 lane area) Hjorth Road & Bear Creek	\$8.70	\$9.13
Park Pools only (per two lane per hour)		
Dive tank (per tank per hour)	\$8.70	\$9.13
NON-PROFIT ADULTS		
Whole Pool	\$137.55	\$144.42
NON-PROFIT NON-SURREY		
Whole Pool	\$136.49	\$143.31
COMMERCIAL/PRIVATE		
Whole Pool	\$184.97	\$194.22

Facility Rentals

Room Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted
Rental rates do not include staffing or other additional costs.

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Small Meeting Rooms – up to 30 people		
Non-Profit Surrey Youth	\$12.30	\$12.92
Non-Profit Surrey Adult	\$16.44	\$17.27
Non-Profit Non-Surrey	\$16.44	\$17.27
Private	\$28.75	\$30.19
Commercial	\$34.50	\$36.23

Medium Size Rooms and Kitchens – 30 to 75 people		
Non-Profit Surrey Youth	\$22.55	\$23.68
Non-Profit Surrey Adult	\$31.49	\$33.06
Non-Profit Non-Surrey	\$31.49	\$33.06
Private	\$55.12	\$57.88
Commercial	\$66.15	\$69.46

Small Halls and Large Meeting Rooms – 75 to 140 people		
Non-Profit Surrey Youth	\$33.36	\$35.03
Non-Profit Surrey Adult	\$44.87	\$47.12
Non-Profit Non-Surrey	\$44.87	\$47.12
Private	\$82.22	\$86.33
Commercial	\$98.66	\$103.59

Large Halls – 140 to 300 people		
Non-Profit Surrey Youth	\$46.05	\$48.35
Non-Profit Surrey Adult	\$63.24	\$66.40
Non-Profit Non-Surrey	\$63.24	\$66.40
Private	\$110.69	\$116.22
Commercial	\$132.83	\$139.47

Stand Alone Halls		
Non-Profit Surrey Youth	\$24.43	\$25.65
Non-Profit Surrey Adult	\$33.52	\$35.20
Non-Profit Non-Surrey	\$33.52	\$35.20
Private	\$58.65	\$61.59
Commercial	\$70.38	\$73.90

Gymnasium

Full Gyms

Chuck Bailey, Clayton, Cloverdale, Fraser Heights, Guildford,
Newton and South Surrey

Non-Profit Surrey Youth	\$85.60	\$89.88
Non-Profit Surrey Adult	\$120.86	\$126.90
Non-Profit Non-Surrey	\$120.86	\$126.90
Private	\$181.29	\$190.35
Commercial	\$217.55	\$228.42
Tarp Fee (cost includes tape cost and labour)	\$427.62	\$449.00

Maximum Tournament Rate is 8 times the hourly rate

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Newton Gym - Mat Room		
Non-Profit Surrey Youth	\$23.73	\$24.92
Non-Profit Surrey Adult	\$32.54	\$34.16
Non-Profit Non-Surrey	\$32.54	\$34.16
Private	\$56.94	\$59.79
Commercial	\$68.33	\$71.75
Fitness Studio Rooms		
Non-Profit Surrey Youth	\$28.40	\$29.82
Non-Profit Surrey Adult	\$39.68	\$41.66
Non-Profit Non-Surrey	\$39.68	\$41.66
Private	\$69.46	\$72.93
Commercial	\$83.35	\$87.52
Other Fees		
Facility Attendant	\$35.33	\$37.25
Facility cleaning fee (meetings - medium use bookings)	\$20.19	\$21.25
Facility cleaning fee minimum (social bookings)	\$40.38	\$42.50
Fitness Instructor (Fitness Studio bookings only)	\$51.48	\$54.25
Large Fitness Equipment (per Fitness Studio booking)	\$35.33	\$37.25
Small Fitness Equipment (per Fitness Studio booking)	\$17.67	\$18.75
Misc. Fees (chair cleaning, equipment rental...)	Cost + 20%	Cost + 20%

Room Rental Listing

If rented after public hours of operation, a 4-hour minimum staff charge will apply

Small Meeting Rooms – up to 30 people

- Alice McKay Building - Boardroom
- City Hall - Community Rooms 1E Room A, 2E Room A, 2E Room B
- Clayton Community Centre - Studio 110
- Clayton Community Centre - Studio 111
- Clayton Community Centre - Studio 112
- Clayton Community Centre - Studio 113
- Cloverdale Arena - Conference Room
- Cloverdale Athletic Park Pavilion - Meeting Room
- Cloverdale Recreation Centre - Activity Room
- Cloverdale Recreation Centre - Workshop 206
- Community Rooms (All unless specifically listed)
- Elgin Centre
- Fleetwood Community Centre - Boardroom
- Fleetwood Community Centre - Room 1
- Fleetwood Community Centre - Multi-Purpose Room #5
- Fleetwood Community Centre - Multi-Purpose Room #6
- Fleetwood Park - Meeting Room
- Fraser Heights Community Centre – Multi-Purpose Room #1
- Grandview Heights Aquatics Centre - Deck Side Classroom
- Guildford Recreation Centre - Meeting Room
- Guildford Recreation Centre - MPR A
- Guildford Recreation Centre - Training Room
- Guildford Recreation Centre - Small Meeting room
- Historic Stewart Farm - Barn Program Area
- Kensington Prairie Community Centre - Activity Room
- Kensington Prairie Community Centre - Community Room 1
- Kensington Prairie Community Centre - Community Room 2
- Lobbies (table/booth setup only)
- Meridian Centre
- Museum of Surrey - Program Room 1
- Museum of Surrey - Program Room 2
- Museum of Surrey - Textile Program Room
- Newton Athletic Park Pavilion - Upper Meeting Room
- Newton Athletic Park - North Community Room
- Newton Seniors' Centre - Meeting Room
- Newton Seniors' Centre - Quiet Room
- Newton Wave Pool - Multi-Purpose Room 1
- Newton Wave Pool - Multi-Purpose Room 2 (Youth Lounge)
- North Surrey Sport and Ice Complex - Community Board Room
- Port Kells Community Hall - Small Room
- Shannon Hall - Boardroom
- Shannon Hall - Storage
- South Surrey Indoor Pool - Multipurpose Room
- South Surrey Recreation & Arts Centre - Meeting Room
- Sunnyside Hall - Lounge only
- Surrey Archives - Multi-Purpose room
- Surrey Arts Centre - Conference Room
- Surrey Nature Centre - Dogwood Room

- Surrey Sport & Leisure Complex - MP 101
- Surrey Sport & Leisure Complex - MP 102
- Surrey Sport & Leisure Complex - MP 103
- Surrey Sport & Leisure Complex - MP 204
- Tamanawis Park Field House - Lower Meeting Room
- Tamanawis Park Field House - Upper Meeting Room
- Unwin Park - Meeting Room
- West Newton Community Park - Fieldhouse Meeting Room

Medium Size Rooms and Kitchens – 30 to 75 people

- Agriplex - Kitchen
- Bridgeview Community Centre - Kitchen
- City Hall - Community Rooms 1E Room B, 1E Combined A&B, 2E Combined A&B
- Chuck Bailey Recreation Centre - Kitchen
- Chuck Bailey Recreation Centre - Multi-Purpose 1
- Chuck Bailey Recreation Centre - Preschool
- Chuck Bailey Recreation Centre - Youth
- Clayton Community Centre - Multipurpose Rooms 120, 121, 122
- Cloverdale Athletic Park Fieldhouse - Community Room
- Cloverdale Ball Park - Fieldhouse
- Cloverdale Recreation Centre - Multi-Purpose Rooms 101, 102, 103, 202, 203, 204, 205
- Cloverdale Recreation Centre - Kitchen
- Fleetwood Community Centre - Room 3
- Fleetwood Community Centre - Room 4
- Fraser Heights Community Centre - Multi-Purpose Room 2, 3, & 5
- Grandview Heights Aquatics - Patio
- Guildford Recreation Centre - Craft Rooms 1 & 2
- Guildford Recreation Centre - MPR B
- Guildford Recreation Centre - Seniors' Lounge
- Guildford Recreation Centre - Youth Lounge
- Kensington Prairie Community Centre - Classrooms 1, 2, 5, 6
- Museum of Surrey - Atrium
- Museum of Surrey - 1881 Town Hall
- Museum of Surrey - Theatre
- Newton Athletic Park - Community Room
- Newton Seniors' Centre - Multi-Purpose Room
- Newton Seniors' Centre - Activity Room
- North Surrey Sport and Ice Complex - Multi-Purpose Room 1
- North Surrey Sport and Ice Complex - Multi-Purpose Room 2
- North Surrey Sport and Ice Complex - Multi-Purpose Room 3
- Shannon Hall - Concession
- Shannon Hall - Kitchen
- South Surrey Arena - Upper Lounge
- South Surrey Recreation & Arts Centre - Multi-Purpose 1 Community Lounge
- South Surrey Recreation & Arts Centre - Multi-Purpose 3 Preschool
- South Surrey Recreation & Arts Centre - Multi-Purpose 4 Preschool
- South Surrey Recreation & Arts Centre - Childminding
- South Surrey Recreation & Arts Centre - Multi-Purpose 6 Youth Lounge
- Stetson Bowl - Concession
- Historic Stewart Farm - Stewart Hall
- Surrey Arts Centre - Art Studios - Classroom 1 and 2
- Surrey Arts Centre - Program Room

- Surrey Nature Centre - Forest Room
- Surrey Sport & Leisure Complex - Kitchen

Large Meeting Rooms and Small Halls – 75 to 140 people

- Alice McKay Building - Hall
- Don Christian Recreation Centre - Small Hall
- Fleetwood Community Centre - Fitness Studio
- Guildford Recreation Centre - Multi-purpose Room
- Kensington Prairie Community Centre - Gym 1
- Kwomais Point Park - Lodge
- Kwomais Point Park - Sanford Hall
- Museum of Surrey - Lobby and Link
- South Surrey Recreation and Arts Centre - MP 7 Fitness Room
- Surrey Sport & Leisure Complex - Multi-Purpose 1
- Surrey Sport & Leisure Complex - Multi-Purpose 2
- Surrey Sport & Leisure Complex - Multi-Purpose 3

Large Halls – 140 to 300 people

- Bridgeview Community Centre - Gymnasium
- City Hall - Atrium (City Room)
- Clayton Community Centre - Atrium (Lobby)
- Fleetwood Community Centre - Large Hall
- Museum of Surrey - Entire Building (galleries may be added upon request)
- Newton Community Hall - Multi-Purpose 4
- Newton Seniors' Centre - Auditorium
- Shannon Hall
- Surrey Sport & Leisure Complex - Multi-Purpose 1 and 2

Stand Alone Halls (no staff)

- Bear Creek Pavilion
- Clayton Community Hall
- Elgin Hall
- Port Kells Community Hall
- Strawberry Hill Hall
- Sunnyside Hall

Fitness Studio Rooms

- Cloverdale Recreation Centre - Fitness Studio
- Cloverdale Recreation Centre - Wellness Studio and Cycling Room
- Clayton Community Centre - Fitness Studio
- Clayton Community Centre - Cycling Studio
- Fraser Heights Recreation Centre - Fitness Studio Room 4
- Guildford Recreation Centre - Fitness Studio Room 109
- Guildford Recreation Centre - Cycling Studio
- Newton Recreation Centre - Fitness Studio (Room 1)
- North Surrey Sport & Ice Complex - Fitness Studio
- North Surrey Sport & Ice Complex - Cycling Studio
- South Surrey Recreation and Arts Centre - Fitness Studio MP 5
- South Surrey Recreation and Arts Centre - Cycling Studio MP 2
- Surrey Sport & Leisure Complex - Fitness Studio

Parking Lot Rentals

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Parking Lots - Small (min 4 hour booking)		
Non-Profit Surrey Youth	\$10.56	\$11.09
Non-Profit Surrey Adult	\$11.52	\$12.10
Non-Profit Non-Surrey	\$11.52	\$12.10
Private	\$19.20	\$20.16
Commercial	\$23.05	\$24.20
Commercial per day rate	\$276.60	\$290.43
Commercial per week rate	\$1,659.57	\$1,742.55
Parking Lots - Large (min 4 hour booking)		
Non-Profit Surrey Youth	\$26.07	\$27.38
Non-Profit Surrey Adult	\$28.45	\$29.87
Non-Profit Non-Surrey	\$28.45	\$29.87
Private	\$47.42	\$49.79
Commercial	\$56.90	\$59.75
Commercial per day rate	\$682.84	\$716.99
Commercial per week rate	\$4,097.07	\$4,301.92
Deposits & Payments		
Commercial Rental Booking Deposit	\$250.00	\$250.00
Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.		

Parking Lot Listing

Small Parking Lots – up to 100 stalls

- Bear Creek Park - 140 Street Lot
- Bear Creek Park - Skate Park Lot
- Bridgeview Community Centre Lot
- Cloverdale Athletic Park - 168 Street Lot - North
- Cloverdale Athletic Park - 168 Street Lot - Tennis Courts
- Cloverdale Fairgrounds - Lot F - Alice McKay
- Crescent Park - South Gravel Overflow Lot
- Don Christian Recreation Centre Lot
- Fleetwood Community Centre - Lot A - North
- Fleetwood Community Centre - Lot B - South
- Fraser Heights Recreation Centre & Park Lot
- Grandview Heights Aquatic Centre - Overflow
- Guildford Recreation Centre - Lower Aquatic Lot - P2
- Guildford Recreation Centre - Upper NW Recreation Lot
- Guildford Recreation Centre - Underground Parkade Lot
- Holly Park Lot
- Newton Athletic Park - Overflow Lot
- South Surrey Athletic Park - Recreation Centre & Skate Park Lot
- South Surrey Athletic Park - Recreation Centre & Water Park Lot
- Surrey Nature Centre - Overflow Lot
- The Glades Lot
- Tom Binnie Park Lot

Large Parking Lots – 100 stalls or more

- Bear Creek Park - Arts Centre & Pavilion Lot
- Bear Creek Park - Fields & Outdoor Pool Lot
- Blackie Spit - Crescent Beach Lot
- Clayton Community Centre Lot
- Clayton Hall & Park Lot
- Cloverdale Arena Lot
- Cloverdale Athletic Park - 64 Avenue Lot
- Cloverdale Athletic Park - 168 Street Lot - South
- Cloverdale Ball Park Lot
- Cloverdale Fairgrounds - Lot A - Upper Stetson Bowl
- Cloverdale Fairgrounds - Lot B - Lower Stetson Bowl
- Cloverdale Fairgrounds - Lot C - Agriplex
- Cloverdale Fairgrounds - Lot D - Paved Lot
- Cloverdale Fairgrounds - Lot E - Gravel Lot
- Cloverdale Fairgrounds - Lot G - Shannon Hall
- Cloverdale Recreation Centre Lot
- Darts Hill Garden Park Lot
- Grandview Heights Aquatic Centre - North
- Grandview Heights Aquatic Centre - South
- Newton Athletic Park - North Lot
- Newton Athletic Park - South Lot - Turf #4
- Newton Athletic Park - South Lot - Playground
- North Surrey Sport & Ice Complex Lot
- Royal Kwantlen Park Lot
- South Surrey Athletic Park - 20 Avenue Lot - South

- South Surrey Athletic Park - Arena Lot
- South Surrey Athletic Park - Recreation Centre & Fields Lot
- South Surrey Athletic Park - Semiahmoo Lot
- Surrey Sport and Leisure Complex - Arena North Lot
- Surrey Sport and Leisure Complex - Arena Front Lot
- Surrey Sport and Leisure Complex - Aquatics Lot
- Unwin Park Lot
- Whalley Athletic Park Lot

Cloverdale Fairgrounds

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Non-Profit Surrey Youth	\$141.49	\$148.56
Non-Profit Surrey Adult	\$154.35	\$162.07
Non-Profit Non-Surrey	\$154.35	\$162.07
Private	\$257.25	\$270.11
Commercial	\$308.70	\$324.14
Commercial per day rate	\$3,704.40	\$3,889.62
Commercial per week rate	\$22,226.40	\$23,337.72

Bill Reid Millennium Park Amphitheatre

Non-Profit Surrey Youth	\$155.91	\$163.70
Non-Profit Surrey Adult	\$170.08	\$178.59
Non-Profit Non-Surrey	\$170.08	\$178.59
Private	\$283.47	\$297.64
Commercial*	\$340.16	\$357.17
Commercial* per day rate	\$2,832.50	\$2,974.13
Commercial* per week rate	\$15,000.00	\$15,750.00

*plus a percentage of ticket sales

Stetson Bowl Stadium - includes Grandstand, Field and Pens Area

Non-Profit Surrey Youth	\$990.00	\$1,039.50
Non-Profit Surrey Adult	\$1,080.00	\$1,134.00
Non-Profit Non-Surrey	\$1,080.00	\$1,134.00
Private	\$1,800.00	\$1,890.00
Commercial	\$2,160.00	\$2,268.00

Stetson Bowl Covered Area

Non-Profit Surrey Youth	\$7.42	\$7.79
Non-Profit Surrey Adult	\$10.41	\$10.93
Operators of for-profit program on Park land - Per Hour	\$19.32	\$20.29

Deposits & Payments

Commercial Rental Booking Deposit	\$5,000.00	\$5,000.00
-----------------------------------	------------	------------

Due when the rental contract is firmed up and counts towards the total rental contract owing.

Modified long-term rates can be approved by General Manager. Revenue-sharing on admissions can also be negotiated.

Cancellation Policy - 60 days notice or fee of 50% of booking cost
Commercial Rentals - 50% discount on fees for set-up

City Hall Plaza

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
General Public		
Non-Profit Surrety	Free	Free
Non-Profit Organization		
Hourly (Max 4 hours)	\$129.00	\$135.45
Daily	\$1,287.50	\$1,351.88
Commercial		
Hourly (Max 4 hours)	\$257.70	\$270.59
Daily	\$2,575.00	\$2,703.75
Additional Services Extra (Security, Janitorial, Equipment Rental)	Cost	

Outdoor Sport Facilities

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

Grass Field Prime Time

Monday to Friday: 4:00 p.m. – 10:00 p.m.

Saturday & Sunday: 8:00 a.m. – 10:00 p.m.

Grass Field Non-Prime Time

Monday to Friday: 8:00 a.m. to 4:00 p.m.

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Permit Administration Fee (non-refundable)	\$36.90	\$38.75
Key Replacement Fee	\$17.25	\$18.11
<i>Gate, Light, Washroom Keys...</i>		
Grass Sports Fields, Ball Diamonds, Sport Courts and Running Tracks		
Adult Non-Prime	\$8.06	\$8.46
Adult Prime (minimum 2 hours)	\$16.11	\$16.92
For Profit Sport Camps		
Per Hour	\$19.32	\$20.29
Cancellation Fee (per session)	\$21.74	\$22.83
Lighted grass sports fields, ball diamonds		
Youth	\$7.42	\$7.79
Adult	\$26.54	\$27.86
Lighted grass practice and gravel fields: 5:30pm - 10:30pm		
Youth	\$7.42	\$7.79
Adult	\$10.41	\$10.93
Adult Tournaments and Track Meets		
Surrey Non-Profit Association (per facility, per day)	\$104.57	\$109.80
Non-Surrey, Non-Profit Associations, Private Groups (per facility, per day)	\$149.32	\$156.78
Commercial and Private Groups for profit (per facility, per day)	\$298.63	\$313.56
Half day charges		
<i>(Mon. to Fri. only, after 5 p.m. No half days on Sat., Sun. or Statutory Holidays)</i>		
Surrey Non-Profit Associations	\$52.30	\$54.92
Non-Surrey Non-Profit Associations	\$74.70	\$78.43
Commercial and Private Groups for profit	\$149.40	\$156.87

Any exclusive use of a field(s), ball diamond(s), game court(s), requested outside of the sports group's normal regular season field allocations. A tournament may include, and is not restricted to: playoffs, invitationals, provincials and nationals.

Artificial Turf Fields

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

Prime Time

Monday to Friday: 5:30 p.m. - 10:30 p.m.

Saturday & Sunday: 8:00 a.m. - 6:00 p.m.

Non-Prime Time

Monday to Friday: 8:00 a.m. - 5:30 p.m.

Saturday & Sunday: 6:00 p.m. - 10:30 p.m.

July and August - Non-Prime Time

Monday, Friday, Saturday and Sunday: All-day (non-prime time rates apply, with the exception of tournaments)

Last Minute Turf

7 days prior (less 25% off applicable rate)

1 - 3 days prior (less 50% off applicable rate)

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Prime Time		
Surrey based youth (includes School District #36)	\$30.47	\$31.99
Surrey based adult	\$54.73	\$57.46
Non-Surrey based youth/private youth use	\$59.73	\$62.72
Non-Surrey based adult/private adult use	\$106.56	\$111.89
Commercial Use	\$139.26	\$146.23
Surrey based youth tournaments - per day	\$223.61	\$234.79
Surrey based adult tournaments - per day	\$410.19	\$430.70
Non-Surrey based youth tournaments/private youth tournament - per day	\$496.80	\$521.64
Non-Surrey based adult tournaments/private adult tournaments - per day	\$639.41	\$671.38
Non-Prime Time		
Surrey based youth (includes School District #36)	\$15.34	\$16.11
Surrey based adult	\$27.38	\$28.75
Non-Surrey based youth/private use youth	\$29.91	\$31.41
Non-Surrey based adult/private use adult	\$53.33	\$56.00
Commercial Use	\$139.26	\$146.23
For Profit Sports Camps	\$19.32	\$20.29
For Profit Sports Camps Cancellation Fee - per session	\$21.74	\$22.83
Mini Turf Field	\$10.49	\$11.01
Kabaddi Field		
Non-Profit - per day	\$149.32	\$156.78
Commercial Event, For Profit - per day	\$4,691.49	\$4,926.06
Boot Camps and Fitness/Performance Training		
Operators of for-profit program on Park land - Per Hour	\$19.32	\$20.29
Community Sport Trailer		
Per event maximum	Cost + 20%	Taxable
Damage Deposit (Refundable)	\$2,000.00	\$2,100.00

Tennis/Pickleball Courts

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

Prime Time

Monday to Friday: 4:00 p.m. - 10:00 p.m.

Saturday & Sunday: 8:00 a.m. - 10:00 p.m.

Non-Prime Time

Monday to Friday: 8:00 a.m. - 4:00 p.m.

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Prime Time		
Tennis Courts - per hour per court	\$9.66	\$10.15
Pickleball Courts - per hour per court	\$3.09	\$3.24
Non-Prime Time		
Tennis Courts - per hour per court	\$4.84	\$5.08
Pickleball Courts - per hour per court	\$1.54	\$1.62
Adult Tournaments and For Profit Events		
Tennis Courts - per day per court	\$77.30	\$81.16
Pickleball Courts - per day per court	\$24.70	\$25.93
Seasonal Club Fee, Surrey Non-Profit Association		
Tennis Courts - per court per season (May 1-Sept 30)	\$2,572.50	\$2,701.13
Pickleball Courts - per court per season (May 1-Sept 30)	\$1,377.57	\$1,446.45
Club Fees, Surrey Non-Profit Association		
Tennis Courts - per court per hour (Oct 1-Apr 30)	\$3.26	\$3.43
Pickleball Courts - per court per hour (Oct 1-Apr 30)	\$1.63	\$1.71

Group Photography and Wedding Ceremony Permits

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Elgin Heritage Park (Non-gated Passive Grass)		
<i>Groups do not have exclusive use of the site. Permission to have photography are granted via a park permit.</i>		
Admin Fee (per session/permit)	\$0.00	\$0.00

The Glades Woodland Garden (Gated Passive Grass)

Admin Fee (per session/permit)	\$0.00	\$0.00
--------------------------------	--------	--------

Ward's Marina

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Monthly Moorage (fee per day multiplied by linear foot)	\$0.21	\$0.22
Short-Term Storage available upon request	\$0.21	\$0.22
Lockers - Daily		
Half	\$0.27	\$0.28
Full	\$0.54	\$0.56

Surrey Arts Centre Main Stage

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted
 (MENU-DRIVEN RENTAL RATE STRUCTURE)

A Theatre Rental Coordinator is available at the Arts Centre to provide complete theatre rental booking information and services to the community. Upon receipt of detailed information regarding the client’s production requirements and proposed performance dates, the Arts Centre Theatre will provide a formal quotation outlining expenses and contract requirements to the client within three theatre working days. Please contact the Arts Centre (604 501 5566) and ask for the Theatre Rental Office.

User Categories

- School District 36
- Non-Profit Surrey Youth
- Non-Profit Surrey Adult
- Non-Profit Non-Surrey (includes approved Cultural Business)
- Commercial/Private

**2023/24
Base 2023/24 Fee
(Incl. Taxes)**

Theatre Rental (per hour) 6 hours minimum

School District 36	\$79.23	\$83.19
Non-Profit Surrey Youth	\$114.73	\$120.47
Non-Profit Surrey Adult	\$114.73	\$120.47
Non-Profit Non-Surrey*	\$184.19	\$193.40
Commercial/Private	\$350.37	\$367.89

*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Staff Labour (can include House Supervisor, Stage Technician, Bartender, and Concession Worker) *overtime rates may apply	Cost + 20%	Cost + 20%
---	------------	------------

Dark Days	\$247.99	\$260.39
-----------	----------	----------

Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.

Deposits & Payments

Arts Rental Booking Deposit	\$300.00	\$300.00
-----------------------------	----------	----------

Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

Surrey Arts Centre Studio Theatre

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Theatre Rental (per hour) 5 hours minimum		
Non-Profit Surrey Youth	\$21.61	\$22.69
Non-Profit Surrey Adult	\$21.61	\$22.69
Non-Profit Non-Surrey*	\$39.10	\$41.06
Commercial/Private	\$117.31	\$123.17

*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Staff Labour	Cost + 20%	Cost + 20%
--------------	------------	------------

(can include House Supervisor, Stage Technician, Bartender, and Concession Worker)

*overtime rates may apply

Dark Day	\$157.44	\$165.31
----------	----------	----------

Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.

Deposits and Payments

Arts Rental Booking Deposit	\$300.00	\$300.00
-----------------------------	----------	----------

Due when the rental contract is firmed up, is non-refundable in the event of a cancellation.

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

Surrey City Hall Centre Stage

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Theatre Rental (per hour) 6 hours minimum		
<i>Includes up to six hours access, with one on-stage technician and one House Supervisor</i>		
Non-Profit Surrey Youth	\$66.89	\$70.23
Non-Profit Surrey Adult	\$66.89	\$70.23
Non-Profit Non-Surrey*	\$94.15	\$98.86
Commercial/Private	\$133.77	\$140.46

*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Staff Labour (can include House Supervisor, Stage Technician, Bartender, and Concession Worker)	Cost + 20%	Cost + 20%
*overtime rates may apply		

Dark days	\$186.76	\$196.10
Per non-use day within the rental block. A maximum of two dark days are permitted for rentals exceeding seven days. Additional dark days will be subject to the applicable rental rate.		

Deposits & Payments

Arts Rental Booking Deposit	\$300.00	\$300.00
Due when the rental contract is firmed up, is non-refundable in the event of a cancellation. This amount counts towards the total rental contract owing.		

Balance of rental charges due 14 days prior to booking or at the discretion of the General Manager or designate.

Centre Stage Sale of Merchandise Surcharge

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any merchandise, memberships or fund-raising items at Centre Stage in conjunction with your bookings.

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the Centre Stage by photographers and/or videographers at any time during your booking.

Renters that are registered as Surrey non-profit organizations will be exempt from the 15% Sale of Merchandise surcharge.

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc. in Surrey facilities are only permitted with a gaming event license.

Clayton Community Centre Performing Arts Studio

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Studio Rental (per hour)		
Non-Profit Surrey Youth	\$21.61	\$22.69
Non-Profit Surrey Adult	\$21.61	\$22.69
Non-Profit Non-Surrey*	\$39.10	\$41.06
Commercial/Private	\$117.31	\$123.17

*Cultural Business can qualify for this rate if approved by Performing Arts Manager

Surrey Civic Theatres - Other Fees

All Fees are subject to applicable taxes; Per hour fee, unless otherwise noted

The following rental fees may apply to rentals held at the Surrey Arts Centre or City Hall

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Surrey Arts Centre Gallery Admission	Free, donation accepted	Free, donation accepted

Equipment Rental

Piano		
For the use of acoustic pianos regularly tuned and maintained	\$155.85	\$163.75
Requested additional tuning	\$145.50	\$153.00
Projector (per event)	\$259.75	\$272.75
Linen Rental	\$9.50	\$10.00
Table Rental - Cocktail Tables	\$9.50	\$10.00

Ticket Service Charges

For all tickets sold by SAC Box Office or by renter	\$1.91	\$2.25
Complimentary tickets	\$1.91	\$2.25
Use of an outside ticket agent	\$1.91	\$2.25
A Theatre Improvement Fee will be added to all tickets	\$1.00	\$1.00

All tickets sold for events at Surrey Civic Theatres (SCT) are to be sold through the SCT box office.

Exceptions are at the discretion of Manager, Performing Arts or designate.

Tickets on sale date is at the request of the renter but will not be on sale before there is a signed contract.

For free events, or events with complimentary tickets, 10% of tickets are not subject to service charges - the remainder of tickets are charged at \$3.25 per seat service charge (\$1 per seat TIF only may be available - discretion of Manager, Performing Arts or designate).

Clients taking tickets away to sell at their locations or by a third party seller are subject to \$3.25 per seat service charges.

Events that charge admission by donation are subject to \$3.25 service charge per seat.

Payment for tickets by patrons of SCT Box Office can be made by credit card, debit or cash

Surrey Art Centre Sale of Merchandise Surcharge

Lobby sales by renters must not duplicate or compete with SAC concessions, bar or the Gift Shop.

A surcharge of 15% will be applied to the gross revenue resulting from the sale of any merchandise, memberships or fund-raising items at Surrey Arts Centre in conjunction with your bookings.

The 15% surcharge will also be applied to the gross revenues of any merchandise sold in the Surrey Arts Centre by photographers and/or videographers at any time during your booking.

Renters that are registered as Surrey non profit organizations will be exempt from the 15% Sale of Merchandise surcharge.

Also, please be reminded that ticket raffles, calendar raffles and 50/50 draws, etc., in Surrey facilities are only permitted with a gaming event license.

Admissions & Passes

Admissions - Definitions

The following information is applicable to admission fees and charges and will be taken into consideration, but is not limited to:

Users

Infant	0 – 23 months
Child/Youth	2 - 18 years inclusive
Adult	19 - 59 years inclusive
Senior 60-69	60 - 69 years inclusive
Senior 70 years and older	70+ years
Post-Secondary Student	*Students must show valid student card dated for the current school year
Family with Dependants	A family consisting of 1 or 2 parents, grandparents or legal guardians with at least 1 dependant aged 18 years or younger
Attendant	A person who supports a participant with a disability

Fee Structure

Infant	Free
Child/Youth	50% of Adult Rate
Adult	100%
Senior 60 to 69	25% of Adult Rate
Senior 70 Years and older	75% of Adult Rate
Post-Secondary Student	25% of Adult Rate
Family with Dependants	Equal to the child rate for each family member
Value	50% of regular rates
Attendant	Free, when attending to someone with a disability
Swipe Pass (5)	5% discount of the applicable rate
Swipe Pass (10)	10% discount of the applicable rate
Swipe Pass (20)	20% discount of the applicable rate
Rounding	After-Tax admission fees will be rounded up to the nearest quarter (\$0.25)

* Student Rate Definition: PRC recognizes a student as a person (regardless of age) who possess current and valid student identification from a designated post-secondary institution.

Admissions

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
<i>Valid at all City Operated Recreation Facilities</i>		
Infant (under 2 years)	\$0.00	\$0.00
Children/Youth	\$3.48	\$3.75
Adult	\$6.95	\$7.50
Senior 60 to 69	\$5.24	\$5.75
Senior 70 Years and older	\$1.69	\$2.00
Post-Secondary Student ²	\$5.24	\$5.75
Family with Dependants ^{1 & 2}	\$3.47	\$3.75
Value Time	50% discount	50% discount
Shower Only Fee	\$1.96	\$2.25

¹ Per person (minimum 1 adult, maximum 2 adults and at least one child 18 years or younger).

Valid to participate in:

- drop-in program (Childminding is not included as a drop-in activity);
- accompanying a dependant registered in a program; or
- accompanying a dependant participating in a sport group rental (e.g. swim clubs)
- accompanying a dependant that has a Full-Facility Pass, the adult qualifies for the family drop-in rate.

² Not available online. Post-secondary Students 19+ must provide valid student identification from a designated post-secondary institution. Family with Dependants must be present together at the front counter to receive discounted rate.

Facility Passes - Terms and Conditions

The following information is applicable to facility passes and will be taken into consideration, but is not limited to:

Recreation Surrey Passes are valid at all City-operated pools, arenas and community recreation centres. Annual, Month and Swipe passes are non-transferable.

Replacement cards are subject to an administrative processing fee.

Student pass requires proof of ID from a Canadian designated post-secondary institution.

Family Pass is defined as 1 or 2 parent/guardian(s) with an unlimited number of dependant children (18 years and younger).

Drop-in is per person in the family. Family drop-in admission applies to the following:

- Family members participating in drop-in programs (Childminding is not included as a drop-in activity);
- Parent(s)/Guardian(s) of children participating in a registered program. (eg, Drop-in swim);
- Parent(s)/Guardian(s) of children participating in a sport group activity. (eg, Swim Club);
- Parent(s)/Guardian(s) do not need to participate in the same activity as the child to qualify for family admission;
- Parent(s)/Guardian(s) and dependant children must be together at the facility's front counter to receive family admission.

Swipe Passes expire 2 years from the date of purchase and are non-refundable.

Monthly Payment Options

Monthly payment options are available on 1-year full-facility passes. Make monthly payments using Automatic Debit or Credit Card. First payment is due at purchase and remaining payments will be withdrawn on the same day of each month as the date of purchase.

A \$5 fee will be charged for declined automatic debit payments.

Pass Cancellation Policy

A \$5 fee will be charged to cancel an annual pass. A pro-rated refund will be issued from the date of cancellation if applicable.

Pass Renewal

If you renew your annual pass before it expires, you are eligible to receive one extra month for no additional cost. Business Operations will apply the additional month

Annual Pass Extension Policy

Annual passes can be suspended and extended, once, for up to three months. Clients must notify staff prior to the extension.

Facility Passes

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Monthly		
Infant	\$0.00	\$0.00
Children/Youth	\$36.07	\$38.00
Adult	\$72.14	\$76.00
Senior 60 to 69	\$54.10	\$57.00
Senior 70 Years and older	\$18.04	\$19.00
Post-Secondary Student	\$54.10	\$57.00
Family	\$144.29	\$152.00

Annually		
Infant	\$0.00	\$0.00
Children/Youth	\$264.26	\$277.50
Adult	\$528.50	\$555.00
Senior 60 to 69	\$396.38	\$416.25
Senior 70 Years and older	\$132.13	\$138.75
Post-Secondary Student	\$396.38	\$416.25
Family	\$1,057.01	\$1,110.00

Swipe Passes

10 swipe passes are offered on drop-in rates at a 10% discount off regular admission price.

20 swipe passes are offered on drop-in rates at a 20% discount off regular admission price.

Unused punches expire 2 years from date of purchase.

Other Passes

Leisure Access Admin Fee	\$0.00	\$0.00
MY Fun Pass - valid September - June for children aged 2-12	\$110.12	\$115.75
Simon Fraser University (Surrey Campus) Letter of Understanding per semester, per eligible student	\$37.32	\$39.19

Specialty Session Admission Rates

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Adult Drop-in Rec. Hockey* or Adult Figure Skating*	\$8.90	\$9.50
Parent and Youth Stick and Puck*		
Child/Youth	\$7.16	\$7.75
Adult	\$8.90	\$9.50
Winter Ice Palace*	\$4.46	\$4.75
Child Minding Service	\$3.48	\$3.75
<i>max. 90 minutes</i>		
<i>LAP entitled to 75% discount for each child</i>		
External Rehabilitation Trainer		
Admission Rate for Client		Drop-In admission
External Rehabilitation Trainer Fee		2X Adult Fee

*included with a full facility pass

Outdoor Pools Admissions

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
GENERAL ADMISSION		
Public Swims	\$0.00	\$0.00

Senior Services Membership

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Senior Services Membership	\$26.19	\$27.50
<hr/> <i>Senior Services Membership allows access to seniors activities at recreation centres</i>		

Notes:

- Passes are valid 1-year from time of purchase
- The Membership is available to those 55 years or older and is free to those 90 years or older
- The Senior Services Membership is included for 1-Year Full Facility pass holders
- Applicable for the LAP discount, based on the client's age

Other User Fees

All Fees are subject to applicable taxes; Per person fee, unless otherwise noted

	2023/24 Base	2023/24 Fee (Incl. Taxes)
Skate Sharpening	\$7.45	\$8.00
Skate Rentals	\$3.11	\$3.50
Helmet Only	\$1.55	\$1.75
<hr/>		
Skate/Helmet Punch Pass – 10 punch pass available at a 10% discount		
<hr/>		
Withdrawal Fee - Passes	\$5.00	\$5.00
<hr/>		
Returned Post-Dated Payments	\$5.00	\$5.00
<hr/>		
<i>For declined post-dated payments made using Electronic Funds Transfer</i>		