

FACILITY USE AND FEES AND CHARGES

Section 1: Priority of Use Category Definitions and Fees Schedule

Category	User Group	Category Definition	Priority of Use	Charge	Other
A. District and Community School Partnership	School and District-Sanctioned Events and Programs	School-sanctioned events and activities; school sports teams / clubs PAC or staff events District events or programs that are facilitated independently or in partnership with community partners, e.g., Early Learning, Middle Childhood, Literacy, Aboriginal, Multicultural events.	School days 7 a.m. to 5:00 p.m. *NWPCR Youth Services Friday evenings at select schools	No charge	**See additional charges section
	Community Schools Partnership Program Providers	Community Schools Partnership (CSP) programming; NWPCR Youth Services* and NWPCR programming in existing sites.			
	Community Education	Community education (academic and general interest night school)	M-F during adult school hours at the Adult Learning Centres and limited access to NWSS at other times.		

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B. Non-Profit	Non-profit Societies / Community Service Clubs	A legally constituted organization (e.g., charitable status, whose primary objective is to support or to actively engage in activities of community interest without any commercial or monetary purpose.	Based on space availability, though generally after 5 PM, or on weekends.	Refer to District website for current rates or contact the facilities rental department.	**See additional charges section
	Non-profit Child Care	On-site childcare and before and after school care	As specified in License Agreements	Fees to be determined based on space, time used and District costs	License Agreement Required
C. Community	Other Recreational / Educational Programs	e.g., Post-Secondary Institutions	Based on space availability, though generally after 5 PM or on weekends.	Refer to District website for current rates or contact the facilities rental department.	**See additional charges section
	Adult Recreational Groups and Other Adult Groups	Adult groups i.e., sports groups such as basketball, volleyball, badminton, etc. Public rentals for functions/events, meetings, etc.			
	Group Rentals	Public rentals with an annual schedule i.e., church groups, etc. Public rentals by private sector for-profit businesses, groups or individuals undertaking for-profit activities.			

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D. Film	Film Industry	Rental by film production companies	Based on space availability	Refer to District website for current rates or contact the Facilities Rental Department.	**See additional charges section

****Additional Charges:** May apply to cover any additional staffing that is required (i.e., when District staff is needed for set up and take down, covering gym floors, clean-up, etc.) during regular working hours. On the weekends, and at other times when school is not in session or staff are not scheduled to be at a site, user groups will be charged a minimum 4-hour staffing charge on all bookings. User groups are responsible for paying all additional staffing costs no matter what category of use they fall under.

Fees will be charged for use or delivery of equipment.

Refundable Damage Deposits are required and vary based on the type of usage.

All facility (GST) and equipment use (PST) fees are subject to applicable taxes.

Reference: Sections 22, 23, 65, 85 School Act
Liquor Control and Licensing Act

SD No. 40 (New Westminster)

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