

# HANOVER SCHOOL DIVISION | COMMUNITY USE OF SCHOOL RATES

## FACILITY USE FEES

(includes GST)

See page 2 for Class 1, 2 and 3 descriptions.

CMS = Clearspring Middle School

NHS = Niverville High School

SRSS = Steinbach Regional School

### CLASS 1

- Multi-Purpose Room or Gymnasium	N/C
- Theatre or Cafeteria - SRSS	N/C
- Use of SRSS Theatre Stage Lights &/or Booth	50.00

### CLASS 2

- Multi-Purpose / Drama Room where available	50.00
- Gymnasium - other than NHS, SRSS or CMS	50.00
- Gymnasium - NHS, SRSS or CMS	75.00
- Theatre - SRSS (incl use of stage lights / booth)	125.00
- Cafeteria - SRSS - Excluding Kitchen	75.00

### CLASS 3

- Multi-Purpose / Drama Room where available	75.00
- Gymnasium - other than NHS, SRSS or CMS	75.00
- Gymnasium - NHS, SRSS or CMS	112.50
- Theatre - SRSS (incl use of stage lights / booth)	187.50
- Cafeteria - SRSS - Excluding Kitchen	112.50

**\*\* No-show Fee - Any group that fails to show up for a booking without cancelling by 3 pm (Friday 3 pm for all weekend bookings) will incur a \$25.00 charge**

**\*\* Extended Time Fee - Groups are required to have cleaned up and vacated the facility by the end time on their permit. Groups that are in our facilities beyond the permit time will incur hourly charges based on our Sunday rates with a minimum 1/2 hour charge.**

**\*\* For use longer than 8 hours in a single day, rate x 1.5 will be used.**

## HOURLY FEES (includes GST)

Regular use hours start at 7:00 pm (Class 2 & 3) or 4:00 pm (Class 1) and run to 9:45 pm on a regular school day.

Facility use during these times does not incur hourly charges. Bookings outside of these times incur additional fees.

Due to maintenance and cleaning schedules, schools are not normally available during annual school breaks. (Spring, Summer & Christmas Breaks)

	Non-SRSS	SRSS	3 Hr Min
After 9:45 pm on regular school day	45.00	65.00	No
Non-Teaching Weekday (PD or Admin Days)	45.00	65.00	Yes
During School Day Hrs. - Between 7 am and 7 pm	25.00	25.00	No
Saturdays	45.00	65.00	Yes
Sundays	60.00	80.00	Yes
Statutory Holidays	60.00	105.00	Yes

## ADDITIONAL FEES FOR ALL CLASSES

(includes GST)

Permit/Admin Fee: \$10.00 per permit application
Permit Change Fee: \$10.00 per permit change request
Add for Refreshments Clean Up: \$50.00
Add for Banquet Clean Up: \$200.00
Clean up fees only cover supply of garbage bags and sweeping and mopping of area used.
<b>CHAIRS &amp; TABLES - no charge if available within the facility.</b>

## INSURANCE FEES FOR ALL CLASSES:

OUTSIDE USER LIABILITY INSURANCE RATES - \$2,000,000 COMMERCIAL GENERAL LIABILITY				
SPORTS	Number of Participants	Premium		
		One Day	Two Days	Seasonal
Badminton, Dance Lessons, Horseshoes, Tennis	1 - 25	\$25	\$50	\$75
	26 - 100	\$50	\$100	\$150
	101 - 250	\$75	\$150	\$225
	Over 250	Refer	Refer	Refer
Baseball, Basketball, Field Hockey, Floor Hockey, Handball, Racquetball, Soccer, Squash, Softball, Volleyball, Swimming with Lifeguard, Non-Contact Touch/Flag Football, Track & Field	1 - 25	\$50	\$75	\$150
	26 - 100	\$100	\$150	\$300
	101 - 250	\$150	\$225	\$450
	Over 250	Refer	Refer	Refer
Recreational Non-Contact Ball Hockey	Pick-up-Max 30 Players	\$50	\$75	\$100
	League	Refer	Refer	Refer
MEETINGS & OTHER EVENTS	Number of Participants	Premium		
		Day	2 -3 Days	Over 3 Days or Seasonal
<b>No Alcohol:</b> Example: Arts & Crafts, Bridge, Sewing Groups, Church meetings, Rummage Sales, Prenatal Classes, Seniors Group Meetings, Family Reunions, Teas Homecomings, Birthday and Anniversary Parties	1 - 25	\$25	\$50	\$75
	26 - 100	\$50	\$100	\$150
	101 - 250	\$100	\$200	\$300
	251 - 500	\$150	\$300	\$500
	Over 500	Refer	Refer	Refer

All liability insurance rates are subject to PST.

# HANOVER SCHOOL DIVISION COMMUNITY USE OF SCHOOLS CLASSIFICATIONS

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## CLASS 1: ACTIVITIES/FUNCTIONS

Use of facilities to qualified user groups **involving or pertaining to HSD children up to the age of 18**, by local community, local government, local educational & non-profit organizations for the following activities/functions:

- Organized Groups for meetings, recreation, games, arts & crafts, community & educational events
  - Organizations, Volunteer Training, and/or other meetings or events of Minor Sports Associations
  - HSD class or school reunions
  - Birthday party activities
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## CLASS 2: ACTIVITIES/FUNCTIONS

Use of facilities to qualified user groups **involving HSD residents over the age of 18**, by local community, local government, local educational & non-profit organizations for the following activities/functions:

- Meetings, Banquets, Activities, & other events sponsored by local organized community service clubs, non-profit, charitable or local government/regional health groups when the event is not a fundraising event
  - Productions sponsored by local organized community group (with 1 no charge facility fee for set-up/rehearsal during standard usage hours).
  - Municipal, City, Town, Provincial and Federal Elections
  - Local Arts Teachers and Students for Recitals (i.e. piano, voice, etc.)
  - Local Church Groups (on a one year contract basis subject to annual review based on staffing availability)
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## CLASS 3: ACTIVITIES/FUNCTIONS

Use of facilities to user groups in categories such as for-profit/commercial, private, family, federal & provincial government, political, local fund raising events, and children & adult educational, recreational, & community events sponsored by people or organizations from outside HSD:

- Fundraising events for local non-profit service clubs & charitable organizations
  - Provincial and Federal Government Department meetings
  - Activities by Families for gatherings, anniversaries, weddings or other special types of events on an occasional basis
  - Children & Adult Educational, Recreational, & Community events sponsored from outside of HSD
  - All Rentals that are not already covered by the Class 1 & 2 Activities/Functions above
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## 3 Easy Steps to Requesting Community Use of a Facility

**1** Check availability using  
our online calendars.

**2** Review facility costs.

**3** Complete online  
request form.