

## Marpole-Oakridge Room Rentals

- Our rooms are ideal for sports, meetings, social functions, birthday parties and special occasions. User groups are responsible for room set up and room take down, which will be included in your rental time. Rental requests will be finalized upon payment of rental fees – refer to the chart below for additional fees and damage deposit rates.
- To book a room, requests can be sent to [marpole.rentals@vancouver.ca](mailto:marpole.rentals@vancouver.ca). Requests can be submitted up to 2 months in advance and no less than 7 days prior to date of rental. Please include the following details in your email request: date of request, time, nature of event, number of people, contact information and any special requests, and we will follow up with an email whether or not we can accommodate them. A rental request form is also available for pick up at the front office.
- Use of television, projector, laptop, sport equipment, or bouncy castle are not available for rentals.
- Kitchen access is only available for Upper Lounge rentals.

Room Rates			
Room (Max Capacity)	Dimensions	Non-Prime Time	Prime Time (after hours)
		Mon-Thurs (9am-9pm) Friday (9am-8pm) Sep-Jun Friday (9am-5pm) Jul-Aug Saturday (9am-4pm) Sep-Jun Saturday (9am-1pm) Jul-Aug	Mon-Thurs (9pm-Midnight) Friday (8pm-Midnight) Sep-Jun Friday (5pm-Midnight) Jul-Aug Saturday (4pm-Midnight) Sunday (9am-Midnight)
Gymnasium (100) – sports only	<b>90' x 64'</b>	<b>\$45</b>	<b>\$72</b>
Auditorium (100)	<b>72' x 24'</b>	<b>\$42</b>	<b>\$69</b>
Upper Lounge (70)	<b>48' x 30'</b>	<b>\$42</b>	<b>\$69</b>
Club Room (50)	<b>49' x 20'</b>	<b>\$35</b>	<b>\$62</b>
Social Room (30)	<b>29' x 22'</b>	<b>\$25</b>	<b>\$52</b>
Lower Lounge (30)	<b>26' x 20'</b>	<b>\$25</b>	<b>\$52</b>

\*All fees subject to GST and subject to change. After hour rentals must be booked for a minimum of 2 hrs.

Additional Fees & Damage Deposit		
SOCAN and ReSound fees	With dancing	\$44.13 + \$18.51 = \$62.64 plus tax
	Without dancing	\$22.06 + \$9.25 = \$31.31 plus tax
Staffing (2 hour min. required)	Additional staff costs are applicable for after hours rental	\$27/hour plus tax
Damage deposit	Damage deposit fee will be collected for all rental at time of rental confirmation	\$25-\$350 depending on type of rental
Insurance	<ul style="list-style-type: none"> <li>- <a href="https://vancouver.ca/doing-business/insurance-requirements-for-filming-event-and-facility-use.aspx">https://vancouver.ca/doing-business/insurance-requirements-for-filming-event-and-facility-use.aspx</a></li> <li>- Liability insurance is required for sports, high performance dance or any “high risk” activities, including any event with alcohol. Insurance is to be purchased from an external source. Visit <a href="http://www.vancouver.ca">www.vancouver.ca</a> for more information</li> <li>- The policy shall contain a cross liability clause and name the City of Vancouver, Vancouver Board of Parks and Recreation, and the Marpole-Oakridge Community Association, their officials, officers, employees, servants, and agents as "additional insureds" with respect to liability arising out of the rental.</li> </ul>	