



## ROOM RENTAL GUIDES / RATES

Kensington Community Centre is operated jointly by the Kensington Community Centre Association and the Vancouver Board of Parks and Recreation.

Welcome to the Kensington Community Centre. Some of the uses for the facilities includes: Meetings, Lectures, Wedding Receptions, Banquets, Sporting Events, Birthday / Anniversary parties, Special Events, Pool party Rentals.

### PAYMENT:

- The applicant must pay the total Rental charge to the Kensington Community Centre Association at time of booking. Payment may be Cash, Debit Card, Visa or MasterCard.
- Deposit is taken at the time of payment. Deposit will be refunded if there is no damage to the facility within 1 month after the rental date, via mailed cheque.

### CANCELLATIONS:

- The Applicant may cancel this agreement by notifying the Community Centre at least 48 hours before the Rental. If the Applicant cancels this agreement by the stated time, the Applicant will be charged a \$25 cancellation fee and all other monies paid to the Association for the Rental will be refunded. If the Applicant does not cancel this agreement by or before the stated time, the Applicant will forfeit all monies already paid to the Association for the rental.

### LIQUOR:

- NO LIQUOR may be brought into or consumed on the premise unless arranged & approved by the Rental Coordinator in advance. Liquor may not be served at any function in the Centre without a special occasion liquor license which will be prominently displayed during the rental.

### FOOD:

- If the rental group uses the kitchen facility, it must supply its own small appliances, house wares, utensils, soap, dish towels and cloths.
- The rental group may re-heat cooked food only. The Rental Group may not cook food on the premises.

### SET UP AND CLEAN UP:

- The Rental Group must set up and put away, in its original place, all furniture or equipment used during the rental and leave the rented space clean and tidy. Please ask staff for mops, brooms or garbage bags if needed. If the Rental Group fails to leave the rental space clean and tidy, part or all of the security deposit may be retained by the association to cover staff costs.
- The Rental Group may decorate the floors, walls and ceiling of the rental space, provided the decorations do not mark or damage surfaces or existing postings. The Rental Group must remove all decorations and masking tape they have installed at the end of rental.

### OTHER TERMS:

- NO ADMISSION MAY BE CHARGED for events held in rented space unless operated by the Association.
- A Rental Group that stays longer than the agreed upon time will be charged the applicable room rental fee and/ or staff rate for each additional hour or portion thereof.
- Where the rental group is a legal entity such as a society or corporation, it may be required to carry and provide proof of additional liability insurance for a minimum of not less than \$2 million, with a cross-liability clause which allows for the inclusion of an additional insured endorsement:  
"The City of Vancouver, Vancouver Board of Parks and Recreation, Vancouver Police Board, The Kensington Community Centre Association, their respective employees, officers, agents and volunteers are added as additional insured for liability which arise out of the activities of the name insured."
- Rental groups agree to comply with all posted notices in the facility, e.g., no smoking, etc.

The SOCAN and ReSound fees are Government of Canada Tariffs that we are required to charge rentals that plan to use live or recorded music as part of the entertainment for an event. The revenue from these two tariffs is used to support performers, song writers and music copyrighters involved in the music industry.

Full terms / conditions of any rental are detailed on the back of the Agreement Contract issued at the time of booking.



# KENSINGTON COMMUNITY CENTRE

Tel: 604-718-6209 Fax: 604-718-6215

5175 Dumfries Street, Vancouver, BC V5P 3A2

Operated jointly by: Kensington Community Centre Association & Vancouver Board of Parks and Recreation



Please fax complete form with SUBJECT: RENTAL APPLICATION to: 604-718-6215 or email to brian.hooles@vancouver.ca

\*\*\* Please include set up and clean up within your rental time. \*\*\*

ROOM <small>Feb 2015</small>	AREA (Square Feet)	MAXIMUM CAPACITY	FEATURES	HOURLY RATE	AFTER HOURS RATE	STAFF / PARTY LEADER RATE	DEPOSIT FOR PARTIES	SOCAN FEES (flat fee)
TAX NOT INCLUDED								
Gymnasium	3500	250	Full sized gymnasium	\$45	\$70 Sat & Sun Holidays	N/A	\$250	1-100 Guests with music SOCAN \$21.79 Resound \$9.25
	<b>Special Notes:</b> Limited availability except for late night rentals after 10pm. Some Saturday or Sunday Evenings available. Any after-hours parties at our site require a rental supervisor.							
Community Hall	1680	100	With stage (25' X 16'), kitchen & washrooms	\$35	\$60	\$25	\$100	101+ Guest with music SOCAN \$31.50 Resound \$13.30
	<b>Special Notes:</b> The Community Hall is available to rent. Any after-hours parties at our site require a rental supervisor.							
Seniors Lounge + Board Room	1710	100	Rooms attached by double doors	\$60	\$85	\$25	\$200	1-100 Guests with Dancing SOCAN \$43.59 Resound \$18.51
	<b>Special Note:</b> Natural light, mountain view, kitchen, linoleum on concrete floor. Staff minimum charge after-hours is 2 hours.							
Seniors Lounge	935	75	Natural light, Doors to outside, Kitchen attached	\$35	\$60	\$25	\$100	101+ Guest with Dancing SOCAN \$60.00 Resound \$26.63
	<b>Special Note:</b> Natural light, mountain view, linoleum on concrete floor. Staff minimum charge after-hours is 2 hours.							
Board Room	775	60	Natural light, view, concrete floor	\$30	\$55	\$25	\$100	1-100 Guests with music SOCAN \$21.79 Resound \$9.25
	<b>Special Notes:</b> Natural light, view, linoleum on concrete floor. Staff minimum charge after-hours is 2 hrs.							
Multipurpose Room	950	75	Natural light, kitchen attached, concrete floor	\$30	\$55	\$25	\$100	101+ Guest with Dancing SOCAN \$60.00 Resound \$26.63
	<b>Special Notes:</b> Great room for Birthday Parties. Birthday Party Leader (minimum 2 hours) will organize games and help with set up / take down of tables, chairs, your decorations. Linoleum on concrete floor. Staff minimum charge after-hours is 2 hours.							
Dance Studio	875	50	Hardwood floors, sound system, natural light	\$30	\$55	\$25	\$100	Operating Hours: Mon to Fri 9am—9:30pm Sat & Sun 9am—4pm
	<b>Special Notes:</b> For dance performance rentals only. No tables and chairs permitted in the Dance Studio. Staff minimum charge after-hours is 2 hours.							
Grays Park	600	50	Kitchen	\$25	\$45	\$25	\$50	Prices subject to change without notice.
	<b>Special Note:</b> Located at 33rd and St. Catherine's Street. Limited availability and use. Limited availability and use. Staff minimum charge after-hours is 2 hours. Not wheelchair accessible.							
Bouncy Castle	N / A	N / A	Bouncy Castle	Minimum 2 hrs @ \$55 per hr		Included in hourly rate	N / A	Prices subject to change without notice.
	<b>Special Notes:</b> Very popular feature at Kensington. It is available for rent when you book your party or events in Community Hall. A Party Leader (minimum 2 hours) is required and will setup, monitor use of the Bouncy Castle during the event, and take down the castle.							
Stage	12' X 8'	N / A	Onsite only	\$125 / event		Included setup and take down	N / A	Prices subject to change without notice.
If the number of children in your party exceeds 15 an extra leader will need to be hired at the cost of \$25 / hour (minimum 2 hours). The Party Leader will call you a few days before the rental to talk to you about the birthday party details.								
Pool Rental—Includes tax								
Swimming Pool		50	Rate includes 2 lifeguards			\$181.25		Prices subject to change without notice.
	<b>Special Note:</b> Pool rentals are only available from 4—5 pm on Saturdays & Sundays.							



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\*\*\* Please include set up and clean up within your rental time. \*\*\*

Name of Rental Group :	Ph:	Wk:
Contact Person:	Ph:	Cell:
Address:	Postal Code:	
Rental Date:	Time:	to
Activity / Event:	Liquor: YES or NO	Estimated #:
Food can only be warmed on site.	Serving It Right certificate #	Name of Server:

TAX not included in prices.

ROOM / STAFF	ROOM CAPACITY	HOURLY RATE / HR	ATFER HOURS RATE / HR	STAFF / PARTY LEADER RATE	DEPOSIT FOR PARTIES	SOCAN & ReSound FEES
Gymnasium	250	\$45	\$70 Sat & Sun Holiday	\$25	\$250	1-100 Guests with music SOCAN \$21.79 Resound \$9.25
Community Hall	100	\$35	\$60	\$25	\$100	
Seniors Lounge + Board Room	100	\$60	\$85	\$25	\$100	
Seniors Lounge	75	\$35	\$60	\$25	\$100	101+ Guest with music SOCAN \$31.50 Resound \$13.30
Board Room	60	\$30	\$55	\$25	\$50	
Multipurpose Room	75	\$30	\$55	\$25	\$50	1-100 Guests with Dancing SOCAN \$43.59 Resound \$18.51
Dance Studio	50	\$30	\$55	\$25	\$50	
Grays Park	50	\$25 / Limited Use	\$45	\$25	\$50	101+ Guest with Dancing SOCAN \$60.00 Resound \$26.63
Bouncy Castle	N/A	Min. 2 / hrs @ \$55 per hrs.	N / A	Included in hourly rate	N/A	
Stage	N/A	\$125 / Event			N/A	

Operating Hours: Monday to Friday 9am—9:30pm Saturday & Sunday 9am—4pm

\*\* A Rental Supervisor is required outside of operating hours. 2 hours minimum charge.

\*\* Party Leader 2 hours minimum charge.

If the number of children in your party exceeds 15 an extra leader will need to be hired at the cost of \$25 / hour (min. 2 hours).  
The Party leader will call you a few days before the rental to talk to you about the birthday party details

### BIRTHDAY PARTY LEADER REQUEST INFORMATION

Child's Name:	Child's Age:	
# of Children in Party:	Age of children:	# of leader needed:

Pool Rental—includes TAX

Swimming pool—Available 4pm to 5pm on Saturday or Sunday OR by special arrangement (which will include additional staff cost).	50 capacity	\$181.25 Per Hour	Includes 2 lifeguards
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Date:	Signature:
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**All rentals are pending approval.**

Your signature above indicates you have read the information contained this document and agree that all information is correct.