

CANMORE SENIORS ASSOCIATION
 POLICY P-02 APPENDIX A
 SHORT TERM ROOM RENTAL RATES

HOURLY & DAILY RENTAL RATES: July 1, 2021 – June 30, 2022

ROOM	HOURLY 3 hours minimum	DAILY 8:00am – 2:00am
CREEKSIDE HALL Capacity: Max Alberta Fire Code 240; up to 120 seated <i>Includes use of Patio/Garden & Kitchen</i>	\$74.00	\$490.00
Rental by a Member	\$62.90	\$416.50
TOWNSIDE HALL Capacity: Max Alberta Fire Code 100; up to 50 seated <i>Only includes kitchen use if Creekside is not rented</i>	\$37.00	\$248.00
Rental by a Member	\$31.45	\$210.80
ACTIVITY ROOM Capacity: Max Alberta Fire Code 35	\$22.00	\$155.00
BOARDROOM Capacity: Max Alberta Fire Code 20; up to 15 seated	\$22.00	\$155.00
Rental by a Member Activity & Boardroom	\$18.70	\$131.75

WEEKEND RENTAL: July 1, 2021 – June 30, 2022

ROOM	COST	HOURS
Creekside Hall & Townside Hall <i>Includes use of patio/garden & kitchen</i>	\$2100.00	Friday at 2 pm to Sunday at 3 pm (no use from 2 am to 6 am)
Rental by a Member	\$1785.00	

NOTES:

1. If set up or take down requires more hours the cost will be adjusted upwards to a maximum of the daily rate.
2. No weekend hourly or daily rentals will be accepted for Townside Hall or Creekside Hall during the defined high season (June 1 – September 30). Only weekend package rental will be accepted.
3. Outside patio/garden is only available until 10 pm.

OTHER CHARGES

DESCRIPTION	FEE	COMMENTS
BOOKING DEPOSIT	50% total rental fee	<p>Payable when the Contract is signed.</p> <p>(a) In the event of cancellation 45 days or more before the event a cancellation fee of \$100.00 may be withheld from the deposit and the balance shall be returned to the renter.</p> <p>(b) If cancellation of the event occurs less than 45 or more than 14 days before the event a cancellation fee of 50% of the deposit may be withheld from the deposit and the balance shall be returned to the renter.</p> <p>(c) If cancellation of the event occurs 14 or fewer days before the event the full deposit amount shall be retained by the CSA.</p> <p>(d) If the event proceeds as planned the renter shall pay the balance of the total rental fee to the CSA on or before the event date.</p>
DAMAGE DEPOSIT (General)	Equal to the total rental fee	<p>Will be returned to the renter after the room(s) have been checked for cleanliness, damage and key has been returned.</p> <p>Money will be deducted if there is damage or extra cleaning is required.</p>
FUNERAL or MEMORIAL (rental by a Member)	\$0.00	Damage deposit as below.
FUNERAL or MEMORIAL (rental by a non-Member)	\$100.00	Damage deposit as below.
DAMAGE DEPOSIT (Funerals or memorial services)	\$100.00	

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DAMAGE DEPOSIT (Reduced rate rentals)	Equal to damage deposit for a full rate rental	If the CSA has provided a discount to your rental, a damage deposit is required in the amount of the non-discounted rate.
USE of SOUND SYSTEM (Creekside Hall)	\$100.00	A damage deposit of \$250.00 in addition to the damage deposit required for hall/room rental is required when the sound system is used by a renter.
USE of SOUND SYSTEM (Townside Hall)	\$50.00	A damage deposit of \$250.00 in addition to the damage deposit required for hall/room rental is required when the sound system is used by a renter.
SECURITY PATROL FEE	\$90.00	This will be charged for any event that will run past 10:00 pm and for which a Special Event Liquor License has been obtained.

NOTE: Rates are subject to change at any time.

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REVISION LOG

REVISION #	DATE	APPROVED BY	CHANGES
0	Oct 7 th , 2014	CSA Board	Initial issue of Appendix A
1	Mar 14 th , 2016	CSA Board	Added fees for use of kitchen and sound system; added damage deposit for use of sound system; eliminated daily maximum rental fee on Saturdays.
2	July 4 th , 2016	CSA Board	Increased fees for Creekside and Townside halls; added fees for removing chairs and tables, CSA rep on site
3	Feb 13 th , 2017	CSA Board	Eliminated limitations on daily maximums for Sat-Sun events; eliminated separate charges when revenue will be received by the renter; gave more detail on hall/room capacities; added Weekend Package pricing; added damage deposit details; added damage deposit for funerals or memorial services; increased damage deposit for use of sound system; increased fee for table and chair removal; added Security Patrol fee
4	Aug 14 th 2017	CSA Board	Added more detail for damage deposits – general; added damage deposit for reduced rate rentals and rental of sound system in Townside Hall.
5	Nov 19 th , 2018	CSA Board	Increased Weekend Package fee for Creekside Hall; Added Booking Fee; deleted Remove Tables and Chairs from Additional Charges list
6	May 13 th , 2019	CSA Board	Changed Additional Charges to OTHER CHARGES; added charges to reflect fees specified in clauses 4.11 and 4.12 of policy P-02 Rental of Rooms; increased Security Patrol fee
7	Oct 7 th , 2019	CSA Board	Revised Weekend Package details and fees
8	June 10, 2020		2021 Rates increased 11% high season And 5.5% low season
9	May 10, 2021	CSA Board	Effective July 1, 2021. Creekside Hall and Townside Hall hourly and daily rates increase 10%. Weekend rental increase 5%. Eliminate low season rates.