

Kawartha Pine Ridge District School Board • Community Use of Schools 2019-20

Community rentals are open to public use at most locations: Monday to Friday, 6:00-10:00 p.m. and Saturday/Sunday, 9:00 a.m.-4:00 p.m.

Student Not-for-Profit (NFP)	Permit Fee	Rental Space	Hourly Rate		ADDITIONAL Weekend Custodial Fees or elementary schools without weeknight coverage		Late Cancellation/ No Show - hourly rate	
			Monday to Friday	Saturday/ Sunday			Monday to Friday	Saturday/ Sunday
Student NFP covers activities and meetings of non-profit YOUTH organizations (participants are 18 and under) that are operated primarily on a volunteer basis, such as athletic/recreation groups: Scouts, Girl Guides, 4-H Club, soccer league, etc. Groups must provide proof of NFP.	\$25.00 per permit	Auditorium	No charge	\$16.00	<u>Saturday</u>	<u>Sunday</u>	\$8.00	\$16.00
		Double Gym, Cafeteria	No charge	\$15.50	\$18.00/hour	\$24.00/hour	\$7.75	\$15.50
		Single Gym, Library	No charge	\$10.30	Three hour minimum charge	Three hour minimum charge	\$5.15	\$10.30
		Classroom	No charge	\$4.85			\$2.43	\$4.85

Community Not-for-Profit (NFP)	Permit Fee	Rental Space	Hourly Rate		ADDITIONAL Weekend Custodial Fees or elementary schools without weeknight coverage		Late Cancellation/ No Show - hourly rate	
			Monday to Friday	Saturday/ Sunday			Monday to Friday	Saturday/ Sunday
Community NFP covers activities and meetings of non-profit groups where some or all participants are 18 or older, and activities are operated primarily on a volunteer basis, i.e. adult volleyball league. Also includes fundraising events by registered charities, churches, etc. Groups must provide proof of NFP.	\$25.00 per permit	Auditorium	\$16.00	\$32.00	<u>Saturday</u>	<u>Sunday</u>	Full rental amount	Full rental amount plus minimum 3 hours overtime
		Double Gym, Cafeteria	\$15.50	\$31.00	\$24.00/hour	\$36.00/hour		
		Single Gym, Library	\$10.30	\$20.50	Three hour minimum charge	Three hour minimum charge		
		Classroom	\$4.85	\$9.70				

Private/For Profit	Permit Fee	Rental Space	Hourly Rate		ADDITIONAL Weekend Custodial Fees or elementary schools without weeknight coverage		Late Cancellation/ No Show - hourly rate	
			Monday to Friday	Saturday/ Sunday			Monday to Friday	Saturday/ Sunday
Private includes personal or professional use of facilities, and for-profit organizations: concert promoters, dance recitals, fundraising for business, sports camp with paid instructors, private parties, birthday parties, and other business enterprises.	\$50.00 per permit	Auditorium	\$75.00	\$75.00	<u>Saturday</u>	<u>Sunday</u>	Full rental amount	Full rental amount plus minimum 3 hours overtime
		Double gym, Cafeteria	\$60.00	\$60.00	\$42.00/hour	\$55.00/hour		
		Single Gym, Library	\$35.00	\$35.00	Three hour minimum charge	Three hour minimum charge		
		Classroom	\$25.00	\$25.00				

2019-20	Dates not available for Community Use
P.A. Days	September 27, October 25 (secondary schools only), November 22, 2019 January 31, April 24, June 5, 2020 (elementary schools only)
Statutory Holidays	October 14, 2019 – Thanksgiving Day, February 17 – Family Day, April 10 to 13 – Easter, May 18 – Victoria Day
Christmas Break	December 23, 2019 – January 3, 2020
March Break	March 13-20, 2020

Costs	Description
Cancellations for weekday rentals	Any cancellations for events that are scheduled weekdays require seven (7) days' notice or will be subject to a cancellation fee.
Cancellations for weekend rentals	Any cancellations for events where arrangements were made for overtime require ten (10) days' notice to cancel without penalty, including a minimum charge of three hours overtime.
Change Fee	There is a \$10.00 fee for permit changes after the permit has been approved.
Courier Fees	If groups require additional chairs or tables to be delivered to the school, a minimum charge of \$150.00 is applicable for pick up and return.
Credit Card Billing	Charges for permit fees and insurance purchased through KPR are applied to the credit card on account at the end of the month in which the permit is approved. Hourly rental and overtime fees are applied to the credit card at the end of the month in which the rental occurs. New account holders are required to pay for rentals in advance.
Credit Card Expiry	Account holders receive notification 30 days in advance when their cards are about to expire. It is the responsibility of the cardholder to make sure their account is up-to-date.
Furniture	A charge of \$1.00/chair is applicable when 20 or more are required. A charge of \$3.00/table is applicable when three or more are required.
NSF Payments	There is a \$25.00 penalty for declined credit cards.
Permit Fees	All permits are subject to a permit fee – NFP: \$25.00 and Private: \$50.00 <i>For groups booking special events (i.e. tournaments), a separate permit is required for each date/weekend.</i>
Special Events	Special events require additional time for processing permits and all costs must be paid in advance.
Taxes - Insurance	All insurance purchased through the Board is subject to 8% tax.
Taxes - Rentals	All rental charges are subject to HST.



For further information, contact:
 Community Use of Schools Coordinator - rentals@kprdsb.ca
 Tel. 705-742-9773, Toll free 1-877-741-4577 x 2125
<http://www.kprschools.ca/cus>
<https://kprdsb.ebasefm.com/communityuse/welcome>

