

Hall Description	Hourly Rate	Deposit	Max Capacity
<b><u>GYM HALL</u></b> <ul style="list-style-type: none"> <li>• 6 Round tables, 12 – 8ft Square tables and 250 chairs.</li> <li>• Kitchen canteen (stove, fridge, sink, serving bar, microwave)</li> <li>• PA system with two cordless mics and 6 ceiling speakers, sound baffles.</li> <li>• Led Lighting and disco ball</li> <li>• Two coat racks</li> <li>• Two attached washrooms</li> <li>• Fully accessible separate entrance, air-conditioned</li> <li>• Complimentary Wi-Fi and parking</li> <li>• Minimum three hours</li> <li>• Stage, black pipe and drapes are available to rent.</li> </ul>	Mon-Sun: \$140	50% deposit due at time of booking	250 ppl
<b><u>LECTURE ROOM</u></b> <ul style="list-style-type: none"> <li>• Includes 24 – 8ft square tables, 60 chairs, coat rack</li> <li>• Ramped entrance fully accessible</li> <li>• Large bright windows facing south and east sun, air-conditioned</li> <li>• Ceiling projector screen</li> <li>• Chalk board for conference or classes</li> <li>• Stage (approx. 9' x 22')</li> <li>• Complimentary Wi-Fi and parking</li> <li>• Stage, black pipe and drapes are available to rent.</li> </ul>	Mon-Sun: \$45	50% deposit due at time of booking	55 ppl

<p><b><u>LOUNGE</u></b></p> <ul style="list-style-type: none"> <li>• Includes 6-8ft square tables, 60 chairs, coat rack</li> <li>• Fully accessible</li> <li>• Large bright windows (with shades) for lots of natural light</li> <li>• Complimentary Wi-Fi and parking</li> <li>• Stage, black pipe and drapes are available to rent.</li> </ul>	Mon-Sun: \$45	50% deposit due at time of booking	50 ppl
<p><b><u>KERBY CAFE</u></b></p> <ul style="list-style-type: none"> <li>• Includes 20 Square tables, 80 chairs,</li> <li>• Retractable wall to create two ambiances</li> <li>• Large bright windows (with shades) for lots of natural light</li> <li>• Fully accessible,</li> <li>• Stage (72 sq. ft.)</li> <li>• Quick access to both men's and women's washrooms.</li> <li>• Complimentary Wi-Fi and parking</li> <li>• No access to kitchen or bar</li> </ul>	Mon-Fri: \$70 Sat-Sun: \$80	50% deposit due at time of booking	80 ppl
<p><b><u>GAMES ROOM</u></b></p> <ul style="list-style-type: none"> <li>• Includes 14 Square tables, 24 chairs</li> <li>• Large bright windows (with shades) for lots of natural light</li> <li>• Easy access to the café</li> <li>• Complimentary Wi-Fi and parking</li> <li>• Stage and black pipe and drapes are available to rent.</li> </ul>	Mon-Fri: \$30 Sat-Sun: \$35	50% deposit due at time of booking	25 ppl
<p><b><u>BOARD ROOM</u></b></p> <ul style="list-style-type: none"> <li>• Includes two stationary tables, 20 chairs</li> <li>• Brand new video conference system</li> <li>• Fully accessible</li> <li>• Complimentary Wi-Fi and parking</li> <li>• Only corporate meetings</li> </ul>	Mon-Fri: \$35	50% deposit due at time of booking	20 ppl

<b><u>CLASSROOMS</u></b> <ul style="list-style-type: none"> <li>• 5 Tables and 20 chairs</li> <li>• Chalkboards</li> <li>• Big Windows for natural light.</li> <li>• Fully accessible</li> <li>• Complimentary Wi-Fi and parking</li> </ul>	Mon-Fri: \$35	50% deposit due at time of booking	15 ppl
<b><u>ASK US ABOUT OUR SPECIAL EVENT &amp; CATERING PACKAGES</u></b> <ul style="list-style-type: none"> <li>• Gymnasium, Lecture Room &amp; Cafe</li> <li>• Tables and chairs</li> <li>• Dishes, cutlery, coffee urns</li> <li>• Use of PA system with cordless mic, podium</li> <li>• Use of stage and black pipe-and-drape backdrop</li> <li>• Speaker package</li> </ul>	N/A	50% deposit due at time of booking	N/A
<b><u>CARETAKERS' SERVICES</u></b> <ul style="list-style-type: none"> <li>• Cleaning fees start at: \$36 per hour.</li> <li>• Event set-up, tear-down and clean-up (subject to availability) @ \$45/hour</li> </ul> <p><b>Additional \$60/hour will be charged if a Caretaker is required to work on the holidays of: New Year's Day, Family Day, Good Friday, Easter, Victoria Day, Canada Day, Heritage Day, Labour Day, Thanksgiving Day, Day of Truth &amp; Reconciliation, Remembrance Day, Christmas Day, Boxing Day</b></p>			
<b><u>DISCOUNTS</u></b> <ul style="list-style-type: none"> <li>• <b>KERBY Members</b> – 10% off hall rental rates</li> <li>• <b>Registered Charities</b> – 10% off hall rental rates for weekday daytime bookings</li> </ul>			
<b><u>PAYMENT OF DEPOSIT &amp; RENTAL FEES</u></b> <ul style="list-style-type: none"> <li>• All deposits and rental are due in their entirety 30 days or more in advance of the rental date. <b>If your event is prior a day or week the full amount must be paid to warranty the venue.</b></li> <li>• Cash, E-transfer, Debit or Credit card are accepted at any time.</li> <li>• Cheque is accepted but only if payment is 30 days or more prior to rental date.</li> </ul>			

**CANCELLATION POLICY**

- With 30 days notice provided in advance of the event, the deposit and any rental fees paid will be refunded, **less \$52.50 (admin fee & GST)**
- With less than 30 days notice, no refund of deposit. If deposit has been waived the rental fee will not be returned.