

Section:	Operations	
Title:	Facility Use Fee Schedule	7.2.1a

1. Documentation Fee Applicable to Category 2, 3 and 4 user groups

- i) Per booking \$20.00, plus tax

2. Fee Structure, plus tax

FACILITY	Category 2 - Subsidized Per Hour	Category 3 - Regular Rate Per Hour	Category 4 - Commercial / Private Rate Per Hour
**Cafeteria/Cafetorium – D110	\$36.25	\$145.00	\$290.00
Change Rooms/Showers (daily)	\$12.75	\$51.00	\$102.00
Classrooms	\$7.25	\$29.00	\$58.00
Classrooms - Specialty	\$11.00	\$44.00	\$84.00
Drama Room	\$6.75	\$27.00	\$54.00
Foyer (HPMS) *when not included with theatre rental or when exclusive use is needed	\$18.00	\$72.00	\$144.00
Gym - Elementary	\$9.75	\$39.00	\$78.00
**Gym – Secondary / Community *excludes change rooms	\$14.75	\$59.00	\$118.00
Library (at discretion of Principal)	\$11.00	\$44.00	\$88.00

** Rental of the cafeteria or gyms, when rented with the Clarke Theatre, will be at above posted rates to a maximum of \$450/day.

Rental of the Clarke Theatre will be managed by the City of Mission. [Contact City of Mission here.](#)

Rental of University of the Fraser Valley (UFV) Facilities including the use of their parking lot will be coordinated by UFV. [Contact UFV here.](#)

3. Equipment use charges

Cafeteria includes standard table and chair setup.

The equipment charge is for extras or if tables are moved out of cafeteria.

Equipment	Unit Cost	
Chairs (each)	\$0.35	plus Labour
Tables (each)	\$3.25	plus Labour

4. Movie Filming – Fee Rates

Rates per Day; Employee Services per Hour

Note: Filming at the Clarke Theatre will be based on the rates established by the City of Mission.

Filming – Interior	\$2,100 per day including parking
Filming – Interior prep and wrap	\$1,050 per day including parking
Filming – Exterior	\$1,050 per day including parking
Filming – Exterior prep and wrap	\$ 525 per day including parking
Parking (when filming is not taking place at the site)	\$ 425 per day
School Field Usage	\$ 450 per day
Service Fee per Open / Close	\$ 45 per event
Misc. Maintenance Fees (heat, power tie-in, etc.)	\$ 100 per day
Emptying of Dumpster	\$ 100 per event
Authorized District Personnel (on-site liaison, site tour, etc.)	\$ 75.00 per hour
Discounts are available for filming for the following:	More than 2 days, 10% More than 4 days, 15% More than 7 days, 20%

5. Additional Labour Charges (when required):

Custodian

- i) Regular Rate: Regular School day / schedule (no overtime) \$ 58 per hour
- ii) Overtime Rate: Non-regular schedule up to two (2) hours after shift \$ 87 per hour
- iii) Overtime Rate: Non-regular schedule / weekend use \$116 per hour, 4-hour minimum

Electrical/ Maintenance Trades

- i) Regular Rate: Regular School day / schedule (no overtime) \$ 69 per hour
- ii) Overtime Rate: Non-regular schedule up to two (2) hours after shift \$ 103.50 per hour
- iii) Overtime Rate: Non-regular schedule / weekend use \$ 138 per hour, 4-hour minimum

Date Adopted: September 1, 2024

Date Amended: June 19, 2024