

## Vallican Whole Community Rental Fee Calculator 2023

PLEASE NOTE: *The Vallican Whole is a community organization and non-profit society. Rental fees allow us to continue to offer this resource to the community, and are our main source of yearly operating income.*

The Fees listed below apply to every-day rentals by RARTS Members and the Vallican community. If you are seeking the rent the Whole for a wedding, please look at our Wedding Package rental Fee list.

Please connect with our administrator to discuss our rates in more detail – we offer discounts to community & non-profit organizations, artists, and for memorials, fundraisers and other special circumstances. We are also open to “co-productions” of certain events, if there is enough lead-time & the event is appropriate.

We can also provide quotes and letters-of-support for grants to help arts and culture workers secure funding for projects in our space.

For more information & to discuss your event, please email or call our administrator, Marya, at [info@vallicanwhole.com](mailto:info@vallicanwhole.com), or 250-226-7311.

### Main Hall (Upstairs):

**Daytime Rate, private event (9:00am – 4:00pm):** \$250 per day x \_\_\_\_ days = \$  
**Daytime Rate, public event (9:00am – 4:00pm):** \$350 per day x \_\_\_\_ days = \$ \_\_\_\_\_

**Full-day Rate, private event (9:00am – 1:00am):** \$400 per day x \_\_\_\_ days = \$  
**Full-day Rate, public event (9:00am – 1:00am):** \$600 per day x \_\_\_\_ days = \$ \_\_\_\_\_

**Evening Rate, private (4:00pm – 1:00am):** \$300 per day x \_\_\_\_ days = \$ \_\_\_\_\_  
**Evening Rate, public (4:00pm – 1:00am):** \$400 per day x \_\_\_\_ days = \$ \_\_\_\_\_

**Hourly Rental:** \$50 per hour x \_\_\_\_ hours = \$

**Ongoing Hourly Rental:** (workshops & classes) \$40 per hour x \_\_\_\_ hours = \$

**Kitchen Use\*\* :** \$50/day x \_\_\_\_ days = \$

Use of kitchen for full meal preparation and/or “fancy” dishware is \$50/day.  
Includes matched white place settings for ~150, cutlery, water glasses & jugs.

\*\*Light use of kitchen (for tea, coffee and cold snacks, “everyday” dishes) is no charge.

**Alcohol Charge:** If your event is serving alcohol, the Whole may choose to add a \$50 “alcoholic event charge” to your fee. This is separate from the liquor license that you are required to apply for from the BC government. Liquor licenses for private events typically cost \$25 +GST. For public events they cost ~\$100 +GST. It is your responsibility to apply for and display the appropriate license at your event.

**Alcohol charge** = \$ \_\_\_\_\_

Basement	<b>Full day:</b> \$75/day x _____ days	= \$
Basement	<b>Evening (5pm-10pm):</b> \$40 x _____ days	= \$
Basement	<b>Hourly: \$20/hour</b> x _____ hours	= \$
Basement	<b>Weekly artist's rate (March to October):</b> \$125/week	= \$

**Deposits:**

To hold the date for your event, we ask for a booking deposit, which goes towards the balance of your rental. The booking deposit is usually \$200.

**Cleaning/Damage Deposit:** We also ask for a cleaning/damage deposit to protect the Hall from damages or unpaid cleaning fees. This deposit ranges from \$100-\$300 depending on the nature of your event, and must be received 30 days prior to the event start. It will be refunded within 2 weeks of the final walk-through following your event, if there are no charges.

**INSURANCE:** Most events require proof of event insurance. You may be covered through business, credit card, renter or homeowners insurance policies, or you can get quotes from online providers.

**Accessories Available for rental:**

Black seat covers (75 total):	\$75 (includes laundering)	= \$
White seat covers (20 total):	\$40 (includes laundering)	= \$
Wine glasses:	\$50	= \$
Square glass candleholders:	\$40	= \$
Plinths (for displays or performance use):	\$50	= \$

**Tech Equipment** is also available, including a sound system, theatre lighting gear, and a projector. These items are priced depending on use, and generally require the hiring of a RARTS-approved technician to support set-up and running of the equipment. Inquire further with Administrator for packages.

**Cleaning:**

Two hours of floor mopping is included in rental fee. Any mopping required over that amount is \$40 for the first hour, \$25/hr after that, debited from your damage deposit.

Do-It-Yourself clean-up (follow checklist - do NOT wet-mop floors)	= \$ 0
Regular event clean-up and garbage/recycle removal:	= \$30/hour

Typical events take us 2-4 hours of cleaning beyond mopping (which is included in rental). Larger parties with more guests usually require 4-6 hours of cleaning. Weather, food and drink are also factors in this charge.

If you opt for Do-It-Yourself cleaning, a portion of your damage deposit at a rate of \$40 for the first hour, and then \$30/hour will be used if the condition of the hall warrants additional cleaning. We strive to maintain a very clean venue, and return the building to ideal state after every event. If you opt for do-it-yourself cleaning, please use the checklist and attend to the details to avoid additional charges. If upon arrival at the Hall there is something out of order, discuss it with staff during your walk-through so as not to be charged.

Please indicate here if you would like to book our cleaner to handle regular clean-up after your event.

Yes

No

### FAQ – How do we determine our rental fees?

A large half-century old building requires a lot of care and maintenance!

Yearly regular operating expenses for the Vallican Whole are between **\$30,000- \$45,000**.

We have two part-time staff who do administrative and building-care labour.

Our energy, phone and internet bills, together, are sometimes as high as **\$600/month!**

We have to maintain several expensive machines to care for our space, such as a lawnmower, snowblower, dish sanitizer, washing machine, fire safety systems, and water pumping and purification.

Winter parking lot maintenance averages **\$1000/year** or more.

Keeping our building and grounds properly insured to be able to offer this space to the community is very expensive – ***almost \$6000 in 2022.***

As with any complex business or organization, there are a lot of invisible costs. To determine rental fees, we divide our typical yearly expenses by how many rentals we average in a year (40-60 days rented), and have developed this fee schedule. We strive to be accessible, especially to non-profit and low-income renters, and we are always open to conversations about how to make your events work. We also have to be realistic about what is sustainable for our non-profit organization. Thanks for understanding!