

<b>Administrative Procedures Manual</b>	<b>Administrative Procedure 547</b>
	<b>Appendix A</b>
	<b>Schedule of Facility Rental Rates</b>
	APPROVED: September 2013
Page 1 of 3	AMENDED/REVIEWED: January 2015, September 2019, January 2020, June 2023, February 2025
LEGAL REFERENCE:	Section 52, 53, 187, 197, 222 Education Act. Societies Act SCORES Agreement

[Meeting Rooms and Rates for the City of Grande Prairie](#)

**DEFINITION OF USER GROUPS:**

**Conventions:**

Groups with more than 200 delegates whose functions last longer than 6 hours per day (not including set up or clean-up time).

**Commercial:**

Groups holding training seminars, or profit motivated functions such as lectures, concerts, theatrical productions whose functions are less than 6 hours per day, or for less than 200 people.

**Adult Programming:**

Service or community groups who offer a course or program and charge a fee (e.g. St. John's First Aid).

**Adult Recreation/Leisure:**

Groups that provide leisure entertainment or recreational activity for their members (e.g. Men's Basketball, Chess Club).

**Adult Non-Profit/Service:**

Groups that provide a service to the community and do not charge a fee (e.g. Single Parent Association). Church groups would also be included in this category.

**Youth Programming:**

Groups that provide instruction or recreation programs for youths under the age of 18 years and charge a fee (e.g. Red Cross Babysitting, Aerobics).

**Non-Profit Youth:**

Groups that provide instruction or recreation programs for youths under the age of 18 years. Those groups may charge a membership fee but offer an "ongoing" program.

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**Additional Rates:**

- The Conference Rooms at the Composite High and Crystal Park will be rented at the applicable classroom rate.
- Any preparation or set up time (e.g. chairs, displays, etc.) must be arranged with the applicable school. Supervision charges may apply.
- In no cases will facility rental fees be waived; consideration may be given to groups for a 50% reduction of the regular rental rate.
- Groups requesting a reduction of fees must do so in writing explaining the background of their group, the nature of the booking, and the purpose of the booking, to:

Secretary-Treasurer  
Grande Prairie Public School Division  
10127 120 Avenue  
Grande Prairie, AB T8V 8H8

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<b>WHEN BOOKING FACILITIES USER GROUPS MUST INCLUDE TIME FOR CHANGING, SHOWERING,</b>				
<b>School</b>	<b>Conventions*</b>	<b>Commercial Activity</b>	<b>Adult Programming / Recreation/ Adult* Non-Profit</b>	<b>Youth Programming/ Non-Profit Youth</b>
<b>Double Court Gymnasiums</b>				
Alexander Forbes Crystal Park Derek Taylor École Montrose I.V. Macklin Riverstone Roy Bickell Charles Spencer G.P Composite	\$850/day	\$205/hour	\$47.25/hour	\$27.50/hour
<b>Single Court Gymnasiums</b>				
Aspen Grove Avondale Elementary Hillside Community School Parkside Montessori Swanavon Elementary	\$850/day	\$205/hour	\$47.25/hour	\$27.50/hour
Equipment Replacement Surcharge	N/A	N/A	\$5.00/hour	\$5.00/hour
<b>ADDITIONAL RATES:</b>				
<ul style="list-style-type: none"> <li>• Custodial Staff fee \$37/hour.</li> <li>• Tournament Cleaning Rate for <b>K-8 School</b> \$115/day.</li> <li>• Tournament Cleaning Rate for <b>High School</b> \$225/day.</li> </ul>				

**NOTES:**

1. All rental rates include weekday and weekend facility supervision.
2. All rental rates include the use of tables and chairs.
3. Rates do not include applicable GST.