



City of Port Moody

Bylaw No. 3485

A Bylaw to amend the Fees Bylaw to update Community Services Fees for 2024 to 2025-2026.

The Council of the City of Port Moody enacts as follows:

1. Citation

- 1.1 This Bylaw may be cited as “City of Port Moody Fees Bylaw, 2023, No. 3435, Amendment Bylaw No. 4, 2024, No. 3485 (Community Services Fees)”.

2. Amendments

- 2.1 City of Port Moody Fees Bylaw, 2023, No. 3435 is amended by replacing the Community Services Fees in Schedule “A” with the Community Services Fees in “Schedule A – Community Services Fees” attached to and forming part of this Bylaw.

3. Attachments and Schedules

- 3.1 The following schedule is attached to and forms part of this Bylaw:
 - Schedule A – Community Services Fees.

4. Severability

- 4.1 If a portion of this Bylaw is found invalid by a court, it will be severed, and the remainder of the Bylaw will remain in effect.

Read a first time this ___ day of _____, 2024.

Read a second time this ___ day of _____, 2024.

Read a third time this ___ day of _____, 2024.

Adopted this ___ day of _____, 2024.

M. Lahti
Mayor

S. Lam
City Clerk

I hereby certify that the above is a true copy of Bylaw No. 3485 of the City of Port Moody.

S. Lam
City Clerk

DRAFT

Community Services

General

Policy

The City of Port Moody charges Fees for services provided by the Community Services Department. Fees are charged for recreation programs, use of City fields, and rental of facilities.

Fees may be changed without notice and shall be reviewed on a yearly basis and/or on an “as required” basis.

Criteria for the Establishment of Fees and Charges

The Fees and charges for each recreation service may be based on one or more of the following:

- staff costs;
- materials, supplies, and equipment costs;
- direct maintenance and repair costs;
- cost recovery ratios established for the facilities;
- comparable charge rates for similar services offered by commercial outlets and other municipal organizations;
- status of the user or group of users as to their residence requirements; and/or
- financial ability of the user or group of users to pay for leisure services.

Within the constraints of the established fees and charges, the Community Services Department may adjust those fees and charges relating to general recreation programs in order to reflect the increases or reductions in the cost of such services as they occur.

Effective Dates

The proposed rates are in effect January 1, 2025, to December 31, 2026, unless otherwise noted.

Fees are subject to rounding and applicable taxes.

Community Services

Recreation Programs
<p><u>Program Fees and Charges</u></p> <p>Fees and charges for all recreation programs are established on the basis that the fees from a minimum number of program participants will offset the direct costs of the program. Direct costs include instructor, program supplies, program equipment, bus rental, refreshments, etc.</p> <p>Subsidized program services may be provided to a specific population such as youth and seniors.</p>
<p><u>Access Pass and Fee Reduction for Programs</u></p> <p>A fee subsidy is available to Port Moody residents for admissions and programs provided that the participant meets the criteria for proof of residency and proof of financial need. A 50% reduction in the advertised cost of the program or admission is available in accordance with the Leisure Access Policy. In exceptional circumstances, a greater subsidy may be provided at the discretion of the General Manager of Community Services.</p>
<p><u>Provincial and National Ranked Athletes</u></p> <p>Carded athletes will be granted free access to the Recreation Complex's weight room. In exchange, these athletes may be requested to act as ambassadors for the City of Port Moody in promoting physical activity and health.</p>
<p><u>Refund Withdrawal Fee Policy</u></p> <p>A full refund will be provided when the withdrawal occurs one week or more before the start of the program or camp. A withdrawal fee of \$10.00 will be charged to anyone who withdraws from a program less than eight (8) days before the start of a program. This fee will be charged until the end of the second class. No refunds are granted after the end of the second class. This fee has been implemented to keep more registration spots open and deter individuals from registering for more programs than they intend to use.</p> <p>For camps, swim lessons, private lessons, workshops and one-day programs/events, there will be no refund with less than one week's notice. Early Learners Playschool requires one-month notice, in writing, at the beginning of the month. September payment is non-refundable.</p>

Fees are subject to rounding and applicable taxes.

Community Services

Facility Rentals

Rental Group Definitions

Community: A registered non-profit organization based in Port Moody whose majority membership is composed of Port Moody residents. This category also includes Port Moody Minor Community Sport Groups and Port Moody Adult Community Sport Groups. Non-profit organizations and sport groups based out of the Tri-Cities with Port Moody residents may be considered for the community rate at the discretion of the General Manager of Community Services.

Private: Any individual or organization which does not meet the requirements of a Community, Local School or Commercial group.

Commercial: Any individual, company or organization engaged in the pursuit of business for profit through the use of recreation facilities.

Local School: Includes all schools in School District 43 and any school located in Port Moody.

Priority Use of Recreation Facilities

Community Services Department sponsored and co-sponsored programs and events.

Local civic and non-profit community groups with five (5) years of continuous operation in a given facility.

Local civic and non-profit community activities.

Local community activities of a commercial nature.

Private individual, group, or commercial rentals.

Free Use of Parks and Recreation Facilities

All programs and activities co-sponsored by the Community Services Department.

All regular, general, or executive meetings of the recognized Port Moody Community Associations being College Park, Glenayre, Klahanie, Pleasantside, and The Residents of Pleasantside, IOCO Community Association (TROPICA).

For annual general meetings or executive board meetings (to a maximum of one meeting per month) of Port Moody groups or organizations whose purpose in meeting is to provide leisure opportunities for a large segment of the community. Decisions on groups to be charged are made individually by the General Manager of Community Services or his or her designate.

Pleasantside Community Association's use of Old Orchard Hall and contents.

Glenayre Community Association's use of Glenayre Centre and contents.

Fees are subject to rounding and applicable taxes.

Community Services

Facility Rentals
<p><u>Waiver of Rental Fees</u></p> <p>Rental fee waiver applications will only be received from non-profit Port Moody groups or organizations whose membership consists of a majority of Port Moody residents.</p> <p>Groups will be limited to one (1) rental fee waiver per calendar year to a maximum value of \$367.00.</p> <p>The fee waiver is applicable to the facility rental fee only and does not include any other event related expenses such as staffing costs, liability insurance, and SOCAN Fees.</p> <p>All requests for fee waivers must be received by the Community Services Department a minimum of one (1) month in advance of the event. Confirmation of the facility booking, group roster, and the most current financial statement of the organization are to accompany the rental fee waiver application.</p> <p>The General Manager of Community Services will review all applications for eligibility and approve those that meet the established criteria.</p>
<p><u>Damage Deposit</u></p> <p>A refundable damage deposit bond is required for all social functions and tournaments booked at any Community Services Department facility. Damage deposits must be paid by any group receiving fee waivers.</p>
<p><u>Refund Policy</u></p> <p>A full refund for all facility rentals will be applied if requests are made in writing and received by the Community Services Department within the required notice period as listed for each facility. No refunds or credits will be applied after the notice period has passed.</p> <p>Cancellations that are initiated by the Community Services Department, including those due to weather or other conditions that make the facility unsuitable for use will be subject to a full refund or credit.</p>
<p><u>Refund of Damage Deposits</u></p> <p>Damage deposits will be returned to renters as soon as possible after the event, subject to any possible deductions noted below.</p> <p>Damage deposit for all social functions is \$500.00. Exception: New Year's Eve is \$600.00. Damage deposit for special events is \$250.00/day to a maximum of \$500.00/event.</p> <p>Charges for staff overtime resulting from failure of an event to end on time will be charged against the damage deposit at the rate of \$60.00 for each hour, \$30.00 for each 1/2 hour or portion thereof.</p> <p>Charges for lost or damaged equipment or damage to the facility, assessed at replacement or repair cost, will be deducted from the damage deposit. Assessment of damages will be made by maintenance staff.</p>
<p><u>Market Value Rate</u></p> <p>In extenuating circumstances where the "non-prime time" rental rate may not be competitive with market rates, the General Manager of Community Services may approve a special one-time rate based upon the current market value of the rental at that time. Current market value will be deemed to have considered rates charged by neighboring communities and private business.</p>

Fees are subject to rounding and applicable taxes.

Community Services

ROOM RATES (Hourly)							
	Capacity	2025			2026		
		Community	Private	Commercial	Community	Private	Commercial
RECREATION COMPLEX							
Wellness Room	225	42.45	100.80	127.30	43.70	103.80	131.10
Multipurpose 2	50	18.05	36.05	53.05	18.60	37.15	54.65
Multipurpose 3	40	30.75	36.05	N/A	31.70	37.15	N/A
Art Show Wellness Room		30.00			30.90		
Art Show Multipurpose 2		10.00			10.30		
Lounge		18.05			18.60		
KYLE CENTRE							
Activity Room	75	18.05	36.05	53.50	18.60	37.15	54.65
Clean Craft	25	12.75	21.20	31.85	13.15	21.85	32.80
Dance Room	125	23.35	53.05	84.85	24.05	54.65	87.40
Lounge	40	18.05	36.05	53.05	18.60	37.15	54.65
Rock and Gem Club Rate		0.55			0.60		
Kyle Centre Whole		53.05	100.80	190.95	54.65	103.80	196.70
Rock and Gem Show				36.05			37.15
GLENAYRE CENTRE							
Meeting Room	100	21.20	40.30	53.05	21.85	41.50	54.65
HERITAGE MOUNTAIN COMMUNITY CENTRE							
Main Hall	80	21.20	40.30	53.05	21.85	41.50	54.65
Meeting Room	20	12.75	21.20	31.85	13.15	21.85	32.80
CIVIC CENTRE							
Brovold Room	25	18.55	37.15	53.05	19.10	38.25	54.65
Parklane Room	20	12.75	21.20	31.85	13.15	21.85	32.80
Parkview Room	25	18.55	37.15	53.05	19.10	38.25	54.65
Notes:							
<ul style="list-style-type: none"> Meetings are a minimum 2-hour booking. Socials are a minimum 4-hour booking. If a meeting or activity occurs after regular office hours, then an extra staffing Fee of \$35.00/hour applies (minimum 4-hr shift if building is closed). Capacity is based on type of seating (boardroom or theatre style). Cancellations require 5 days' notice for a full refund. Cancellations for social functions require 7 days' notice for a full refund. 							

OLD ORCHARD HALL – Main Room and Kitchen (Capacity 125)						
	2024		2025		2026	
	Hourly	15-Hour	Hourly	15-Hour	Hourly	15-Hour
Community	46.35	411.85	47.75	424.20	49.20	436.90
Private	97.85	952.75	100.80	981.35	103.80	1010.80
Commercial	206.00	1545.00	212.20	1591.35	218.55	1639.10
Notes:						
<ul style="list-style-type: none"> 15-hour rentals are from 10:30am-1:30am. Cancellations require 60 days' notice for a full refund. 						

Fees are subject to rounding and applicable taxes.

Community Services

ARENA – ICE RENTALS (Hourly)			
	Aug. 1/24-Jul. 31/25	Aug. 1/25-Dec. 31/25	2026
Port Moody Minor Sport Group	129.95	129.95	129.95
Port Moody Minor Sport Group (Non-Prime Time)	66.30	67.00	68.35
Adult Sport Group/Private	323.20	326.45	333.00
Adult Sport Group/Private (Non-Prime Time)	161.65	163.30	166.60
Commercial	387.80	391.70	399.55
Local Schools	104.40	105.45	107.55
Jr B Hockey Club	158.55	160.15	163.35
Private Rental – Summer Ice	189.05	190.95	194.75
Notes:			
<ul style="list-style-type: none"> • Port Moody Minor Sport Group Non-Prime Time is Monday to Friday from 9:00am-3:30pm from September to June. • Adult Sport Group/Private Non-Prime Time is Monday to Friday from 6:00am-6:00pm. • Private rental summer ice rates are effective from August 1 to Labour Day. • Special Event Damage Deposit: \$250.00/day (max \$500.00 per event). • Cancellations require 5 days' notice for a full refund. 			

ARENA and CURLING RINK – DRY FLOOR RENTALS (Hourly)		
	Aug. 1/24-Dec. 31/25	2026
Port Moody Minor Sport Group	47.55	47.55
Non-Port Moody Minor Sport Group	66.15	68.15
Adult Sport Group/Private	105.45	108.65
Commercial	133.70	137.70
Local Schools	47.55	48.95
Jr B/Intermediate Lacrosse	51.05	52.60
Convention or Special Event (daily rate per arena)	1685.75	1736.65
Notes:		
<ul style="list-style-type: none"> • Special Event Damage Deposit: \$250.00/day (max \$500.00 per event). • Daily rate is based on a booking from 8:00am-10:00pm. Additional hours outside of this timeframe are subject to the regular hourly rate. • Cancellations require 5 days' notice for a full refund. 		

Fees are subject to rounding and applicable taxes.

Community Services

ARENA ADMISSIONS		
	Aug. 1/24-Jul. 31/25	Aug. 1/25-Dec. 31/25
Single Public Skate Admission	Per the Recreation Admissions Table	
Skate Rentals	3.55	3.65
Skate Sharpening	5.65	5.80
Helmet Rentals	2.30	2.40
10 STRIP TICKETS		
Helmet Rental (10-punch pass)	17.70	18.20
Skate Rental (10-punch pass)	24.60	25.30

CURLING ICE RENTALS – CURLING RINK (Hourly per sheet or per draw per sheet as noted)			
	Aug. 1/24- Jul. 31/25	Aug. 1/25 – Dec. 31/25	2026
Community Prime-Time (hourly per sheet)	46.23	46.70	47.60
Community Non-Prime Time (hourly per sheet)	22.05	22.30	22.75
Private (per 2 hours per sheet)	159.15	160.75	163.95
Bonspiel – Curling Clubs Only (per draw per sheet)	51.50	52.00	53.05
Practice fee (hourly per sheet)	2.10	2.15	2.20
Notes: <ul style="list-style-type: none"> • Prime-Time is Monday to Friday from 6:00pm-12:00am and Saturday/Sunday from 8:00am-10:00pm • Non-Prime Time is Monday to Friday from 6:00am-6:00pm. • Cancellations require 5 days' notice for a full refund. • Bonspiels require additional rental of the lounge for the duration of the event. • Practice fee rates apply to the Curling Club and are available at timeslots determined by the Recreation Division. 			

SPRING/SUMMER ICE RENTALS – CURLING RINK (Hourly)		
	Aug. 1/24-Dec. 31/25	2026
Port Moody Minor Sport Group	103.00	106.15
Private/Commercial	192.05	197.80
Local Schools	79.05	81.45
Note: <ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

Fees are subject to rounding and applicable taxes.

Community Services

ARTIFICIAL TURF FIELDS (Hourly)			
	Sep. 1/24- Aug. 31/25	Sep. 1/25- Dec. 31/25	2026
Port Moody Minor Sport Group	17.80	18.00	18.35
Non-Port Moody Minor Sport group	20.05	20.25	20.65
Port Moody Adult Sport Group	44.00	44.45	45.35
Non-Port Moody Adult Sport Group/Private	53.05	53.60	54.70
Commercial	63.65	64.30	65.60
Skill Development Rate	25.75	26.00	26.50
TRASOLINI PRACTICE TURF (Hourly)			
Port Moody Minor/Adult Sport Group	3.30	3.35	3.40
Private	26.25	26.50	27.05
Commercial	31.80	32.10	32.75
Notes:			
<ul style="list-style-type: none"> Minor Sports rates apply Monday to Friday from 8:00am-8:00pm and Saturday/Sunday from 8:00am-6:00pm. Adult rental rates apply outside of this timeframe. Cancellations require 5 days' notice for a full refund. 			

NORTH SHORE GRASS (Hourly – includes rental fee and lights)			
	Sep. 1/24- Aug. 31/25	Sep. 1/25- Dec. 31/25	2026
Port Moody Minor Sport Group	2.35	2.40	2.45
Non-Port Moody Minor Sport Group	3.30	3.35	3.40
Adult Sport Group	17.25	17.40	17.75
Private	26.50	26.75	27.30
Commercial	34.50	34.85	35.55
Tournaments and Special Events – Adults	17.25	17.40	17.75
Notes:			
<ul style="list-style-type: none"> Grass and All-Weather field rates as noted in the table below apply before 5:00pm from September to March and before 8:00pm from April to August. Special events Damage Deposit: \$250.00. Cancellations require 5 days' notice for a full refund. 			

GRASS AND ALL-WEATHER FIELD BOOKINGS – NO LIGHTS (Hourly)			
	Sep. 1/24- Aug. 31/25	Sep. 1/25- Dec. 31/25	2026
Port Moody Minor Sports Groups	1.20	1.20	1.25
Non-Port Moody Minor Sports Groups	1.65	1.65	1.70
Port Moody Adult Sports Groups	2.90	2.90	3.00
Non-Port Moody Adult Sports Groups	4.00	4.05	4.15
Skill Development Rate	11.85	12.00	12.25
Private Rate	17.70	17.90	18.25
Commercial Rate	23.60	23.85	24.30
Notes:			
<ul style="list-style-type: none"> Rates apply to grass and all-weather fields at the following parks: Aspenwood, Glenayre, Heritage Mountain, Ioco, Mountain Meadows, North Shore, Wayne Norton, and Westhill. Cancellations require 7 days' notice for a full refund. 			

Fees are subject to rounding and applicable taxes.

Community Services

CONCESSION AREA BOOKINGS (Heritage Woods and Aspenwood Fields only)			
	Aug. 1/24- Aug. 31/25	Aug. 1/25- Dec. 31/25	2026
Rate per event	95.15	96.10	98.00
Notes: <ul style="list-style-type: none"> • Damage Deposit of \$250.00 is required. • Cancellations require 5 days' notice for a full refund. 			

NORTH SHORE HIGH SCHOOL RUNNING TRACK RENTALS		
Rate per Hour	Aug. 1/24- Jul. 31/25	Aug. 1/25- Dec. 31/25
Track and Special Events (including turf field)	17.80	18.35
Port Moody Minor Sports Groups (per lane)	0.55	0.55
Schools	No charge	No charge
Note: <ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

COMMERCIAL BOOT CAMP FIELD BOOKINGS		
	2024	2025
Rate per class	31.30	32.25
Note: <ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

ROCKY POINT BOAT LAUNCH LAUNCHING FEES		
	2024	2025
Commercial – Annual	850.00	900.00
Port Moody Resident – Annual	285.00	300.00
Non-resident – Annual	500.00	500.00
Service Charge for replacement passes	26.00	26.80
Daily Pass	40.00	45.00
Designated Anchorage Area Fee (per night)	15.75	16.25

Fees are subject to rounding and applicable taxes.

Community Services

PCT PERFORMANCE STAGE		
	2024	2025
2-hour booking	159.15	163.90
Note:		
<ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

QUEENS STREET PLAZA		
	2024	2025
6-hour booking		
Commercial	257.50	265.20
Moody Centre Business Association (booking managed by Moody Centre Business Association with no staff support)	No Fee	No Fee
Non-Profit Organization	No Fee	No Fee
Longer than 6 hour booking Commercial Rate	500.00	500.00
Notes:		
<ul style="list-style-type: none"> • Damage Deposit of \$250.00 is required for all bookings. • Cancellations require 5 days' notice for a full refund. 		

OUTDOOR POOLS (Hourly)		
	2024	2025
Swim Club	12.45	12.80
Community/Local Schools (plus staff)	55.15	56.80
Private (plus staff)	142.15	146.40
Note:		
<ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

OUTDOOR POOL PUBLIC SWIMMING ADMISSIONS		
	2024	2025
All Ages (Flat rate inclusive of applicable taxes)	2.00	2.00

PASSES		
	2024	2025
Children/Youth Summer Pass	25.00	25.00
Drop-In Sports 11-visit Swipe Pass	64.20	66.15

RECREATION COMPLEX GYM FLOOR				
SPORTS ACTIVITIES	2024		2025	
	Half Gym	Full Gym	Half Gym	Full Gym
1-hr rental				
Community	41.45	68.95	42.70	71.00
Private	84.10	141.55	86.60	145.80
Commercial	126.80	213.25	130.60	219.65
Notes:				
<ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 				

Fees are subject to rounding and applicable taxes.

Community Services

PICNIC SHELTERS				
	2024		2025	
	Rocky Point	Old Orchard	Rocky Point	Old Orchard
WEEKDAYS (Monday to Friday)				
1-50 people	Side A or B: 82.90	82.90	Side A or B: 85.40	85.40
51-125	Entire Shelter: 165.70	165.70	Entire Shelter: 170.70	170.70
126+	Entire Shelter: 300.70	N/A	Entire Shelter: 309.70	N/A
WEEKENDS (Saturday/Sunday)				
1-50 people	Side A or B: 88.70	88.70	Side A or B: 91.40	91.40
51-125	Entire Shelter: 177.40	177.40	Entire Shelter: 182.70	182.70
126+	Entire Shelter: 322.00	N/A	Entire Shelter: 331.70	N/A
Notes:				
<ul style="list-style-type: none"> • Weekday rentals are available Monday to Friday from 10:30am-2:30pm and 3:30pm-8:00pm • Cancellations require 14 days' notice for a full refund. 				

MULTISPORT BOX		
SPORTS ACTIVITIES: 1-hr rental	2024	2025
Port Moody Minor Sport Group	12.95	13.35
Non-Port Moody Minor Sport Group	15.20	15.65
Port Moody Adult Sport Group	19.50	20.10
Non-Port Moody Adult Sport Group	21.40	22.05
Private	32.45	33.40
Commercial	37.85	39.00
Note:		
<ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

TOWN CENTRE TENNIS COURTS (Hourly per court)		
	2024	2025
Port Moody Tennis Club	3.10	3.20
Note:		
<ul style="list-style-type: none"> • Cancellations require 5 days' notice for a full refund. 		

Fees are subject to rounding and applicable taxes.

Schedule A to Bylaw No. 3485

Community Services

RECREATION ADMISSIONS		
DROP-IN	Sep. 1/23-Dec. 31/24	2025
Adults (19-59)	5.85	6.05
Child (12 and under)	2.25	2.30
Teens (13-18)	2.15	2.20
Students (19-25 with valid fulltime student ID)	4.55	4.70
Seniors (60-84)	4.55	4.70
Super Senior (85 and over)	3.35	3.45
Family (per person)*	3.60	3.70
11-VISIT SWIPE CARD		
Adults	58.75	60.50
Child	22.50	23.20
Teens	21.40	22.05
Students/Seniors	44.50	45.85
Super Senior	33.65	34.65
1-MONTH		
Adults	44.30	45.60
Teens	24.60	25.35
Students/Seniors	33.40	34.40
Super Senior	27.65	28.50
Family (per person)*	29.60	30.50
3-MONTH		
Adults	121.70	125.35
Teens	67.40	69.40
Students/Seniors	90.70	93.40
Super Senior	75.85	78.15
Family (per person)*	81.15	83.60
6-MONTH		
Adults	217.60	224.15
Teens	120.90	124.50
Students/Seniors	164.15	169.10
Super Senior	135.75	139.80
Family (per person)*	145.25	149.60
1-YEAR		
Adults	390.30	402.00
Teens	216.15	222.65
Students/Seniors	298.80	307.75
Super Senior	242.90	250.20
Family (per person)*	259.90	267.70
Notes:		
<ul style="list-style-type: none"> • Recreation admissions and passes include access to weight room; drop-in fitness classes; walking/running track; steam room and whirlpool; public skating and public swimming. • 11-Visit Swipe Cards have a two (2) year expiry from the date of purchase. • A family is defined as 1 or 2 adults and children in the same household 0-18 years old. At least one adult and one child must purchase a pass for the family rate to apply. 		

Schedule A to Bylaw No. 3485

Community Services

INLET THEATRE AND CIVIC CENTRE GALLERIA RENTAL RATES (includes one technician)				
Types of Rates	2024		2025	
	Sun-Thurs	Fri-Sat	Sun-Thurs	Fri-Sat
Port Moody Community – per hour	110.00	110.00	114.00	114.00
Non-Port Moody Non-Profit – per hour	149.00	159.00	155.00	166.00
Cultural Performance – per hour	110.00	110.00	114.00	114.00
Commercial and Private – per hour	210.00	223.00	221.00	235.00
Commercial and Private 10 or more hours – per hour	172.00	183.00	181.00	193.00
Dark Day – per day	121.00	N/A	127.50	N/A
Rehearsal – per hour	84.00	84.00	87.00	87.00
Additional Technician – per hour	52.00	52.00	55.00	55.00
Front of House – per hour	33.00	33.00	35.00	35.00
DEFINITIONS				
Port Moody Community	A recognized Port Moody non-profit group/organization whose membership is composed of greater than 50% of Port Moody residents.			
Non-Port Moody Non-profit	A registered non-profit group that does not meet the guidelines for the Port Moody Community Rate.			
Cultural Performance	<p>An event that meets the following criteria: Primary purpose is an artistic performance; Advertised to the general public of Port Moody; Tickets for sale to residents within Port Moody; and Target audience is Port Moody residents.</p> <p>OR</p> <p>If the event is in a foreign language, it must meet the following criteria: Primary purpose is an artistic performance; Additional advertising in English to the general public of Port Moody; Tickets for sale to residents within Port Moody; and Targeted audience is inclusive of all Port Moody residents.</p> <p>OR</p> <p>Port Moody arts related school presenting a recital.</p>			
Commercial and Private	<p>An event that benefits a specific individual(s) or organization. An event that is not open or advertised to the general public of Port Moody.</p>			
Dark Day	A day in which the theatre is occupied by a group with a set or other arrangement which does not allow other rentals to occur.			
Rehearsal	This time is reserved for groups with multiple day performances only and is not available during show days. No audience is permitted during rehearsal times.			
Note:	<ul style="list-style-type: none"> • Most bookings require two technicians. • Overtime in effect after 10 hours. Overtime is the regular rate plus the rate of an additional technician (see rate above) per hour per staff member. • The Theatre/Galleria rental rates apply to bookings where only the exterior area in front of City Hall is desired. Access to the Theatre/Galleria is included in the rental. • Damage deposit for private social functions and events that serve large amounts of food and beverage (i.e., beer, wine, and food tastings): \$500.00. • Damage deposit for all other events is \$250.00/day up to a maximum of \$750.00. • Appropriate insurance Fees apply for all renters, additional insurance for host liquor liability and social events. • See booking and terms and conditions packages for full set of rules. 			

Fees are subject to rounding and applicable taxes.