

**Requests are not considered confirmed until you receive a booking number from our agents, Monday-Friday 9am-4pm (excluding holidays).
Payment must be made 48 hours prior to event or rental is subject to cancellation.
Reservations cancelled with less than 48 hours notice are subject to full charge.**

Rooms:

The Culture, Community and Conference Center at the Garcelon Civic Center is the place for celebrations, parties, meetings, conferences and much more. **Please note, rental times and applicable rates begin when the user requests access to the room for set-up and concludes when the user has their all personal items removed from the room.**

STANDARD RATES	Per Hour	Per Half-Day (3-4hrs)	Per Day (6-8hrs)	Full Day Rate (9hrs+)
Circle requested room(s) and timeframe				
LK Toombs Chartered Accountants Conference Room (Rm 205)	\$32	\$94	\$157	\$219
QM Construction Ltd. Conference Room (Rm 206)	\$32	\$94	\$157	\$219
The Halstead Conference Room (Rm 207)	\$32	\$94	\$157	\$219
Two Culture Community Center (Rm 205/206 OR 206/207)	\$58	\$188	\$252	\$312
FULL Culture Community Center (Rm 205, 206, 207)	\$87	\$249	\$378	\$468
Moosehead Meeting Room (028)	\$37 -----	\$98 Mon-Fri 5-9pm or all	\$162 day Sat/Sun/Holidays	\$223 -----
Rotary Club Reception Area **Conditions apply**	\$22	\$63	\$126	\$167
Daryl Spires & Chris (McSorley) Spires Pool Viewing Room (Rm 214)	\$22	\$63	\$126	\$167
Disher Homes Kitchen (Rm 211)	\$105/day Or \$1.05/person or \$2.10/person	\$105/day Or \$1.05/person or \$2.10/person	\$105/day Or \$1.05/person or \$2.10/person	\$105/day Or \$1.05/person or \$2.10/person

Please note: Registered non-Profit Organizations receive a discount on posted room rates – please see next page. Discount does not apply to additional equipment rentals or kitchen

Equipment (circle requested items)	Fee
Podium 6' rectangular tables x _____ or 4' round tables x _____	Complimentary
Flip chart paper pads Projector & Drop down screen**, Portable Smartboard, Wireless Microphone**, Smartboard*** Photocopiers	\$19/each x _____ requested \$17 each/day x _____ # of days \$17 each/day x _____ # of days \$0.20 per copy x _____ # of copies
Table Linens	\$7.25/each x _____ round or _____ rectangular

*Prices are daily flat rate; **Available in conference meeting rooms 205 and 206;

***Available in The Moosehead Boardroom 028

Prices listed include HST.

ROOM RENTALS & FEES

REGISTERED NON-PROFIT RATES Circle requested room(s) and timeframe	Per Hour	Per Half-Day (3-4hrs)	Per Day (6-8hrs)	Full Day Rate (9hrs+)
LK Toombs Chartered Accountants Conference Room (Rm 205)	\$29	\$85	\$141	\$197
QM Construction Ltd. Conference Room (Rm 206)	\$29	\$85	\$141	\$197
The Halstead Conference Room (Rm 207)	\$29	\$85	\$141	\$197
Two Culture Community Center (Rm 205/206 OR 206/207)	\$57	\$168	\$223	\$282
FULL Culture Community Center (Rm 205, 206, 207)	\$77	\$208	\$355	\$423
Moosehead Meeting Room (028)	\$34 -----	\$89 Mon-Fri 5-9pm or all	\$145 day Sat/Sun/Holidays	\$201 -----
Rotary Club Reception Area **Conditions apply**	\$20	\$57	\$113	\$132
Daryl Spires & Chris (McSorley) Spires Pool Viewing Room (Rm 214)	\$20	\$57	\$113	\$132
Disher Homes Kitchen (Rm 211)	Same as standard	Same as standard	Same as standard	Same as standard

