

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.

ROOM RENTALS & FEES - 2024

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 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)	\$33.60	\$98.70	\$164.85	\$229.95
QM Construction Ltd. Conference Room (Rm 206)	\$33.60	\$98.70	\$164.85	\$229.95
The Halstead Conference Room (Rm 207)	\$33.60	\$98.70	\$164.85	\$229.95
Two Culture Community Center (Rm 205/206 OR 206/207)	\$60.90	\$197.40	\$264.60	\$327.60
FULL Culture Community Center (Rm 205, 206, 207)	\$91.35	\$261.45	\$396.90	\$491.40
Moosehead Meeting Room (028)	\$38.85 -----	\$102.90 Mon-Fri 5-9pm or all	\$170.10 day Sat/Sun/Holidays	\$234.15 -----
Rotary Club Reception Area **Conditions apply**	\$23.10	\$66.15	\$132.30	\$175.35
Daryl Spires & Chris (McSorley) Spires Pool Viewing Room (Rm 214)	\$23.10	\$66.15	\$132.30	\$175.35
Disher Homes Kitchen (Rm 211)	\$110.25/day Or \$1.10/person or \$2.25/person	\$110.25/day Or \$1.10/person or \$2.25/person	\$110.25/day Or \$1.10/person or \$2.25/person	\$110.25/day Or \$1.10/person or \$2.25/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*** Photocopies	\$19.95/each x _____ requested \$17.85 each/day x _____ # of days \$17.85 each/day x _____ # of days \$0.25 per copy x _____ # of copies
Table Linens	\$11.05/each x _____ round or _____ rectangular

*Prices are daily flat rate; **Available in conference meeting rooms 205 and 206;
***Available in The Moosehead Boardroom 028

ROOM RENTALS & FEES - 2024

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)	\$30.45	\$89.25	\$148.05	\$206.85
QM Construction Ltd. Conference Room (Rm 206)	\$30.45	\$89.25	\$148.05	\$206.85
The Halstead Conference Room (Rm 207)	\$30.45	\$89.25	\$148.05	\$206.85
Two Culture Community Center (Rm 205/206 OR 206/207)	\$59.85	\$176.40	\$234.15	\$296.10
FULL Culture Community Center (Rm 205, 206, 207)	\$80.85	\$218.40	372.75	\$444.15
Moosehead Meeting Room (028)	\$36.75 -----	\$93.45 Mon-Fri 5-9pm or all	\$152.25 day Sat/Sun/Holidays	\$211.05 -----
Rotary Club Reception Area **Conditions apply**	\$21	\$59.85	\$118.65	\$138.60
Daryl Spires & Chris (McSorley) Spires Pool Viewing Room (Rm 214)	\$21	\$59.85	\$118.65	\$138.60
Disher Homes Kitchen (Rm 211)	Same as standard	Same as standard	Same as standard	Same as standard

