

## McKay Avenue (Archives and Museum)

### Event Rentals Rates

| Rental Space                          | Weekdays<br>8:30 a.m. - 3:30 p.m. | Evenings<br>5-10 p.m. | Weekends<br>between 8 a.m. - 10 p.m. |
|---------------------------------------|-----------------------------------|-----------------------|--------------------------------------|
| Third Floor Legislative Assembly Hall | \$800                             | \$2400                | \$2400/5 hours                       |
| Alberta Room                          | \$400                             | \$1250                | \$1250/5 hours                       |
| Reading Room                          | \$400                             | \$1250                | \$1250/5 hours                       |
| Inspector's Room                      | \$400                             | \$1250                | \$1250/5 hours                       |
| Northwest Territories Room            | \$400                             | \$1250                | \$1250/5 hours                       |
| The Theatre                           | \$400                             | \$1250                | \$1250/5 hours                       |
| Photo Session                         | Not available                     | \$1050/3 hours        | \$1050/3 hours                       |
| Guided Tour                           | \$200/tour                        | Not available         | Not available                        |
| Table Cloth Rental                    | \$10 per cloth                    |                       |                                      |

**All Rates Subject to Change**

#### Additional Fees

The fees apply when a Rental Group requests changes or cancels an existing permit or booking. All changes or cancellations must be communicated through the messaging portal of your permit on our online booking system, eBase.

| Fee Type                                                                                                                                               | Rate           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b>Permit Administration Fee</b>                                                                                                                       | \$25           |
| <b>Cancellation Fee</b> - More than seven days notice                                                                                                  | \$25           |
| <b>Cancellation Fee</b> - Less than seven days notice                                                                                                  | \$50           |
| <b>No Show</b> - groups who fail to provide 24 hours notice of cancellation and fail to arrive 5 minutes before the start time indicated on the permit | Non-refundable |

**5% GST will be applied to all rates and fees**

**A permit** refers to a document issued by the Division granting a Rental Group permission to use Division property for non-recreational rental purposes. **A booking** refers to a rental event or date on a permit. A permit may have one or more rental events.

For additional information, please contact: Archives and Museum at 780-422-1970 or email [archivesmuseum@epsb.ca](mailto:archivesmuseum@epsb.ca).