

GARDEN SQUARE USER FEE FACT SHEET

Community rates apply to those organizations that were members of the Brampton Arts Council in its final operating year.

Any damages to facilities or equipment will be charged back to clients at cost; final charges for any damages may not be available until after the rental has been reconciled.

FACILITY CHARGES		COST DETAILS	
1	Festival/Large Event	Mandatory for the exclusive rental of Garden Square from beginning of venue access to departure from the venue. Includes: • One (1) technician Basic technical equipment as determined by the Technical Supervisor <i>Five (5) hour minimum; length of rental determined by City of Brampton based on event requirements</i>	Charged hourly Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
2	Pop-Up Event	Mandatory for the non-exclusive rental of Garden Square from beginning of venue access to departure from the venue. Staffing requirements vary depending on type of Pop-Up Event; see Pop-Up Fees Worksheet for additional details. <i>One (1) hour event minimum, excluding set-up; length of rental determined by City of Brampton based on event requirements</i>	Charged hourly Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
3	Vivan Lane	Mandatory for rental of Vivian Lane for an event. <i>One (1) hour minimum</i>	Charged hourly Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
4	Studio Two	Mandatory for rental of studio if requested (uses can include dressing room, green room, holding area). Based on availability <i>Three hour (3) hour minimum</i>	Charged hourly Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
5	Clean Up Fee	Mandatory for Festival/Large Event. Additional cleaning fees may apply as determined by the City of Brampton.	Flat Rate
MOBILE STAGE CHARGES			
6	StageLine	Mobile Stage as required for Festival/Large Event. Include technicians required for set up and take down of Stageline. Does <i>not</i> include: • Venue rental for set up/take down • Delivery fee • Cable mats <i>SL75 or SL250 available; additional requirements must be met for use of SL250</i>	Flat rate Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
7	Set Up & Take Down	Mandatory for use of StageLine; venue rental cost for set up/take down of Stageline. Includes technicians required for set up/take down. <i>8hrs for SL75, 16hrs for SL250</i>	Hourly rate Rates differ for the following categories: • Commercial • Nor-for-Profit • Community
STAFF CHARGES			
Requests for exceptions to minimum staffing requirements are considered on a case by case basis, and must be made no later than the client meeting with the Venue Coordinator.			
8	Event Lead	One (1) staff from contract start to contract end on event day(s) mandatory for all Festivals/Large Events. One (1) staff from contract start to contract end on event day for Movie or Fountain Pop-Up Event. <i>Three (3) hour minimum</i>	Charged per staff per hour Higher rate for statutory holidays
9	Event Support	One (1) staff from contract start to contract end on event day(s) mandatory for all Festivals/Large Events. One (1) staff from contract start to contract end on event day for Movie or Fountain Pop-Up Event. Additional staff can be requested to support additional services. <i>Three (3) hour minimum</i>	Charged per staff per hour Higher rate for statutory holidays
10	Event Technican	Technical staff requirements will be determined by the City of Brampton based on production details. A minimum of five (5) staff from contract start to contract end are mandatory for all Festival/Large Events, in addition to the technician included in the rental fee. Minimum staff other than the technician included in the rental fee for Pop-Ups is at the discretion of the City of Brampton, and is based on production details. Technical staff for contracts in excess of ten (10) hours/day are charged at the Additional Hours rate, except on statutory holidays when the statutory Holiday rate applies. Breaks in accordance with the Ministry of Labour and CUPE Collective Bargaining Agreement will be scheduled by the City of Brampton for all rentals. <i>Hourly minimum is the minimum rental period for space rented</i>	Charged per staff per hour Higher rate after 10 hours Higher rate for statutory holidays
11	Artist Liaison	Optional to support hospitality services for artists. If applicable, coverage is recommended from one (1) hour prior to artist arrival until one (1) hour after artist departure. All hospitality services (transport, accomodations, catering) are the responsibility of the event organizer. <i>Minimum coverage required will be determined by the City of Brampton based on hospitality and artist requirements</i>	Charged per staff per hour Higher rate for statutory holidays
12	Facility Staff	Two (2) staff from contract start to contract end on event day(s) mandatory for all Festivals/Large Events. Extra charges may apply for clean up of excessive litter. Facility staff for contracts in excess of ten (10) hours/day are charged at the Additional Hours rate, except on statutory holidays when the Statutory Holiday rate applies. <i>Minimum coverage required will be determined by the City of Brampton based on requirements</i>	Charged per staff per hour Higher rate after 10 hours Higher rate for statutory holidays
13	Food & Beverage Server	As applicable to operate bar or concessions on The Patio if the City of Brampton does not plan to operate the bar during an event, or if additional staff are requested. Not available when SL250 is in use. <i>Minimum coverage required will be determined by the City of Brampton based on anticipated attendance</i>	Charged per staff per hour Higher rate for statutory holidays
14	Parking Attendant.	As applicable to provide in person service for the City owned Market Square Parking Garage.	Charged per staff per hour Higher rate for statutory holidays
15	Security Guard	As applicable based on factors including anticipated attendance, performance type and artist popularity. Security requirements are determined by the City of Brampton, and are non-negotiable. Third party security companies may be hired for close protection security service only. <i>Third party fees are subject to change without notice.</i>	Charged per staff per hour Higher rate for statutory holidays
16	Security Supervisor	Mandatory for four (4) or more security guards. <i>Third party fees are subject to change without notice.</i>	Charged per staff per hour Higher rate for statutory holidays

TECHNICAL EQUIPMENT & SERVICES

All technical equipment and services must be requested and discussed in advance of the event. Final request for equipment must be made no later than the client meeting with the Venue Coordinator. See Technical Specifications for full list of available equipment.

17	LIGHTING - Fog Machine	As applicable for use of fog machine to create a localized smoke-like effect. <i>One (1) unit available</i>	Charged per unit per day or week
18	LIGHTING - Hazer	As applicable for use of fog machine to create an even mist throughout space; used primarily to increase visibility of light beams. <i>Two (2) units available</i>	Charged per unit per day or week
19	LIGHTING - LED Package	As applicable for use of LED package in addition to conventional house plot; package contains six (6) or twelve (12) LED wash fixtures depending on the type used. <i>Three (3) packages available</i>	Charged per unit per day or week
20	LIGHTING - Moving Head Lights	As applicable for use of Main Stage moving lights: twenty-three (23) moving lights in designated house plot locations, additional charges apply to move from designated locations. <i>Up to eight (8) additional moving lights may be available upon request.</i>	Charged per unit per day or week
21	AUDIO - Monitors	As applicable for use of performer-facing speakers; five (5) or more monitor mixes require additional operator from contract start to contract end <i>Up to twelve (12) units available</i>	Charged per unit per day or week
22	AUDIO - Speakers	As applicable for use of speakers in addition to house array. <i>Variety of speakers available</i>	Charged per unit per day or week
23	AUDIO - Wireless Microphone	As applicable for use of wireless microphones: handhelds, lavalier and headset microphones are available in any combination; additional staff charges may apply depending on complexity of wireless request. <i>Up to four (4) microphones</i>	Charged per unit per day or week
24	VIDEO - Digital Screen	As applicable for use of LED screen in Garden Square. All content must be reviewed by City of Brampton staff in advance of event.	Charged per hour or day
25	STAGING - Riser	As applicable for use of risers. <i>Up to twelve (12) 4'x8' risers available; 4 risers required for use of Fountain Stage</i>	Charged per unit per day or week

EVENT EQUIPMENT & SERVICES

All event equipment and services must be requested and discussed in advance of the event. Final request for equipment must be made no later than the client meeting with the Venue Coordinator.

26	10 x 10 Tent	As applicable for use and set up of tents with required weights . <i>Pop-Up events: maximum three (3) tents, including those provided by event organizer</i> <i>Festivals/Large Event: maximum determined by the City of Brampton</i>	Charged per unit
27	Folding Table	As applicable for use and set up tables	Charged per unit
28	Folding Chair	As applicable for use and set up chairs	Charged per unit
29	Garbage Cans	Required if food vendors are present <i>Minimum eight (8) required for Festival/Large Event</i>	Charged per unit
30	Recycling Cans	Required if food vendors present <i>Minimum eight (8) required for Festival/Large Event</i>	Charged per unit
31	Barricade	As applicable when Stageline is in use <i>Number determined by the City of Brampton</i>	Charged per unit
32	Portable washroom	Mandatory for Festival/Large Event <i>Minimum requirements two (2) portable washrooms and one (1) accessible portable washroom</i>	Charged per unit
33	Hand Sanitizer Station	Mandatory for Festival/Large Event <i>Minimum requirement one (1) hand sanitizer station</i>	Charged per unit
34	Delivery Fee	Mandatory for delivery and pick up of portable washrooms, hand sanitizer stations and barricades As required for all other delivery and pick up of event equipment not already onsite.	Charged per delivery

ENTANDEM (subject to change without notice)

The City of Brampton collects fees on behalf of Entandem (Re:Sound and SOCAN) as determined by Entandem for the use of music. Additional information available at www.entandemlicensing.com.

35	SOCAN 4A1	As applicable for Festival/Large Event with publicly performed popular (non-classical) music	Free events 3% of performer fee \$35 minimum
	Re:Sound 5D		Up to 5000 persons = \$8.00 / day
36	SOCAN 10A	As applicable for Festival/Large Event with publicly performed dance	\$34.93 for each day
	Re:Sound 5K		\$0.08 per attendee Minimum fee \$15.00 / event
37	SOCAN 4A1	As applicable for Pop Up Event with publicly performed music	Free events 3% of performer fee \$35 minimum
	Re:Sound 5J		\$0.1558 per event x capacity Minimum fee \$15.00 per event
38	SOCAN10A	As applicable for Pop Up Event with incidental recorded music including DJ	\$34.93 for each day
	Re:Sound 5A/5D		Up to 5000 persons = \$8.00 / day