

Type of Room & Max. Capacity	1 – 4 hours	5 – 8 hours	Hourly Rate
General Purpose Classroom (40 seats)	\$200	\$350	
RMT Classroom (26 to 30 seats)	\$400	\$800	
Lecture Theatre (90 seats)	\$425	\$600	
Lecture Theatre (270 seats)	\$600	\$1,000	
Lab (see notes below)	\$800	\$1,600	
<ul style="list-style-type: none"> <li>• Lab rates include space, use of general equipment and staffing during regular operating hours.</li> <li>• Extra staffing cost of \$150 per hour will be charged for rentals that take place after regular working hours.</li> <li>• There will also be an extra fee for use of any specialized equipment.</li> </ul>			
Meeting Room (10 to 12 seats)			\$40
Meeting Room (16 to 20 seats)			\$60
Meeting Room (30 seats)			\$100
L224 Library Study Space (100 seats)	\$400	\$675	
T Building Gallery (140 seats)	\$600	\$1,000	
A Building Main Foyer (2 tables maximum)	\$350 (up to 8 hours)		

\* Applicable taxes will be added to rates listed.

\* Above rental rates are subject to change without notice.

\* All rooms are equipped with whiteboard / chalkboard and markers, computer, internet capability and an overhead projector with screen.

## ROOM RENTAL GUIDELINES

- **Booking Notice:** Please book at least four (4) weeks in advance.
- **Base Rates:** The listed rates cover the rental space only. Additional staffing and services will incur extra charges.
- **Non-Profit Discount:** Registered non-profit groups receive a 25% discount on regular rates.
- **Change Fee:** A \$15 fee applies for any changes made after the rental agreement is finalized.
- **Cancellation Policy:** Cancellations must be made at least two (2) business days before the event date. Cancellations within two (2) business days will be charged the full booking amount.
- **WiFi Access:** A Langara account is required for campus WiFi and room features. The set-up fee is \$25 per booking.
- **Audio-Visual Services:** Specialized equipment and services are available at an additional fee. Contact Information Technology at [ithelp@langara.ca](mailto:ithelp@langara.ca) for details.
- **Catering:** All catered food must be ordered through our in-house catering company Chartwells at 236-668-5592 or [jennifer.lal@compass-canada.com](mailto:jennifer.lal@compass-canada.com).
- **Parking:** Pay parking is available on campus every day. Visit our [Parking & Transportation](#) webpage for information and rates.