

Type of Room & Max. Capacity	1 – 4 hours	5 – 8 hours	9 – 12 hours	Hourly Rate
Classroom (40 seats)	\$150	\$200	\$250	
Lecture Theatre (90 seats)	\$200	\$250	\$300	
Lecture Theatre (270 seats)	\$300	\$400	\$500	
Lab (staffing extra)				\$150
Meeting Room (up to 12 seats)				\$30
Meeting Room (up to 20 seats)				\$45

- * 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. Most rooms are also equipped with computer / internet capability and an overhead projector with screen.

ROOM RENTAL

- Special rates are available for registered non-profit groups at 25% off regular rates.
- A \$15 Change Fee will be charged for any amendments made to a booking after the rental agreement has been finalized.
- After a booking has been confirmed, Langara’s Cancellation Policy of two (2) business days prior to the event date will be in effect. Bookings cancelled with less than two (2) business days notice will result in the full amount for the booking being charged to the client.
- A Langara internet account is required to access the enhanced features built into our room. The set-up fee is \$25 per booking.
- Specialized audio-visual equipment and service is available at an additional charge. For more information, please contact Information Technology at 604-323-5999 (ext. 2) or ithelp@langara.ca.
- Catered food on campus must be ordered via our in-house catering company Chartwells at 604-323-5295 or chartwells@langara.ca.
- Pay parking is in effect on campus seven (7) days per week. For parking information and rates, visit <https://langara.ca/campus-facilities/parking-transportation/parking/index.html>

FILMING

- Please contact Senior Facilities Assistant for information, procedures and fees.

For more information on External Room Bookings and Filming, please contact:

Carmine Lee, Senior Facilities Assistant
604-323-5307 or calee@langara.ca