



BC Centre for Aquatic Health Sciences

CAHS Meeting and Workshop Room:

Room is approximately 450 sq ft.
Seating available for up to 30
Flexible seating arrangements
Workshop and meeting organization available.
-administration fee based on size of event.

Meeting Room Rental Rates:

Full Day: \$150.00
Half Day: \$ 75.00
Minimum charge: \$ 50.00

Set up and cleaning charge: \$25.00

Other Rentals Available:

Powerpoint projector rental: \$40.00/day
Laptop rental: \$30.00/day
Teleconference phone: \$25.00/per event plus any costs incurred
Flip charts, white board, markers, bottled water. (price based on quantity used)

Catering:

Catering can be arranged for your event, you will be charged the cost for the food plus a 20% administration and handling fee.

Caterers: Coast Discovery Inn
Fusilli Grill
Royal Coachman Pub
Other



BC Centre for Aquatic Health Sciences

CAHS Conference Room Rental Contact

Rental Party: _____

Contact Person: _____

Billing address: _____

Phone: _____ Fax: _____ Email: _____

Date of Rental: _____

Function Time: Hours: _____ to _____

Rates:

Full Day: \$150.00

Half Day: \$ 75.00

Min. Charge \$ 50.00

Setup & Clean up: \$25.00

Subtotal: \$ _____

GST: \$ _____

Total \$ _____

Payments Made;

Deposit \$ _____ Date Made: _____

Full Payment \$ _____ Date Made: _____

CAHS: _____ Applicant: _____



CAHS Conference Room - Event Details

Rental Party: _____

Contact Person: _____

Billing address: _____

Phone: _____ Fax: _____ Email: _____

Date of Rental: _____

Room Set up

- Theatre Style
- Class Room
- "U" Shape
- Hollow square
- Board Table

Audio Visual

- Flipchart
- White board
- Teleconference phone

Additional Information:
