DAILY RENTAL FEES

Classroom Rental Fees
(Full Day) $350 + GST, (Half Day) $250 +GST
Computer Lab Rental Fee
(Full Day) $700 + GST, (Half Day) $500 +GST
Doug Schmidt Lecture Theatre: Capacity 108
(Full Day) $700 + GST, (Half Day) $500 +GST

ELEMENTS DINING ROOM

Room 1: Capacity 40
(Full Day) $350 + GST, (Half Day) $250 +GST
Room 2: Capacity 40
(Full Day) $350 + GST, (Half Day) $250 +GST
Room 3: Capacity 40
(Full Day) $350 + GST, (Half Day) $250 +GST
Bulk Discounts:
2 Rooms: $600 + GST   3 Rooms: $900 + GST
Office Fees:
(Full Day) $150 + GST, (Half Day) $75 + GST

SUNCOR ENERGY INDUSTRIAL CAMPUS (SEIC)

Classroom Rental Fees
(Full Day) $350.00 + GST,
(Half Day) $250.00 + GST
Shop Rental
(Full Day) $700.00 + GST,
(Half Day) $500.00 + GST
Non-Profit Rates: $20/hour
Must provide proof of Non-Profit status

EQUIPMENT RENTAL FEES

Podium..Complimentary
Flipchart/whiteboard/easel.........Complimentary
LCD projector....................................Complimentary
Projection screen.............................Complimentary
Internet (Wi-Fi) ....Complimentary

Printing (Black & White)...........$0.15/page +GST
Printing (Full Colour).................$0.50/page + GST

FACILITY RENTALS

Keyano
COLLEGE

corporatetraining@keyano.ca
780-791-3903

keyano.ca

Keyano
COLLEGE

Welcome to

KEYANO COLLEGE FACILITY RENTALS

Suncor Energy Industrial Campus (SEIC)
Is located in the industrial heart of the city, the Suncor Energy Industrial Campus is home to Keyano College's Heavy Industrial Programs, and includes several mechanical shops, as well as classrooms. We provide a comfortable, well-equipped environment for all your rental needs.

Doug Schmidt Lecture Theatre
The lecture theatre room has capacity for 108 people with stationary seating. With a instructor computer, projection and sound capabilities, this room will suit your needs for presentations or lectures to a larger crowd. Equipment is pre-set and connected to high-speed internet and free Wi-Fi is available for your convenience.

OUR ROOM RENTAL & FACILITIES SUPPORT

Classrooms & Computer Labs
Our classrooms, all contain 10ft projection screens with ceiling-mounted LCD projectors, computers, 40-amp services, Internet access, a white board, and flip charts.

Some rooms have conference calling or video conferencing equipment's; please request upon booking if these services are required. Our helpful staff and Information Technology Services (ITS). Department are there to assist you with any training or classroom requirements.

Our flexible classrooms can accommodate between 12-30 people. Our computer labs are equipped with 5-20 individual computer stations.

Elements Dining
This newly renovated dining area is great for special events or meetings. Each of the three rooms has capability to hold approximately 40 guests, and all three rooms can be combined to accommodate a total of 120 seated guests. Each room is equipped with audio and projection capabilities. Book your next board meeting, wedding, or Christmas party with us.

CATERING

For information about catering options for your rental please contact us at 780.791.4860.

CANCELLATION POLICY

A cancellation fee equal to the facility rental fee plus GST will be incurred for any cancellations within five business days of the rental date. Special event deposits and/or prepayment will be forfeited at the time of cancellation.

To book our facilities, please contact The Corporate Training Department at **corporatetraining@keyano.ca** or call **780.791.4860**

Security is provided on campus **24 hours** a day and can be reached at **780.791.4911.**

SERVICES INCLUDE:
- General patrols
- Complaint investigation
- Emergency First Aid
- Parking control

Security is located in the Clearwater Campus building next to the cafeteria

Parking is available for $**2**/DAY

per vehicle in "General Parking"designated areas.