

William Doo Bookings

Updated as of 05/08/2010

	New College ¹	Internal ²	External ³
Rentals			
Doo - seats out	\$0.00	\$500.00	\$700.00
Atrium	\$0.00	\$100.00	\$200.00
Doo + Atrium ⁴	\$0.00	\$550.00	\$800.00
Late Cancellation	\$100.00	full rental fee	full rental fee
** All rental fees are subjected to 13% HST!**			
Caretaking			
Extra Cleaning	\$25.00/hr	\$25.00/hr	\$25.00/hr
Fri./Sat./Holidays ⁵	\$150.00	\$150.00	\$150.00
Sundays ⁵	\$200.00	\$200.00	\$200.00
Additional Charges			
No theatre seating ^{5,6}	\$200.00	\$200.00	\$200.00
Audiovisual Suport	\$18.00/hr	\$18.00/hr	\$18.00/hr

Wilson Hall & Wetmore Hall Booking

	New College ¹	Internal ²	External ³
Rentals			
Lounge	\$0.00	\$500.00	\$700.00
Late Cancellation	\$100.00	full rental fee	full rental fee
** All rental fees are subjected to 13% HST!**			
Caretaking			
Extra Cleaning	\$25.00/hr	\$25.00/hr	\$25.00/hr
Fri./Sat./Holidays ⁵	\$150.00	\$150.00	\$150.00
Sundays ⁵	\$200.00	\$200.00	\$200.00
Additional Charges			
Audiovisual Suport	\$18.00/hr	\$18.00/hr	\$18.00/hr

¹ NC Staff, Faculty and Student Groups housed at NC² Recognized UTSU Student Groups
NC Affiliated and/or Sponsored events³ All other UofT departments/faculties and outside groups⁴ If group is using the Doo and Atrium, 50% off of Atrium Rental Fee⁵ One caretaker for a minimum of four hours (Union agreement).⁶ Two caretakers needed for "No theatre seating" - (\$200/Caretaker)**Recommendations**

1. Limit of one event a day.
2. Flat rental rates - allows for 1 event per day limit.
3. Caretaking fee be charged to all groups booking on weekends (including NC bookings with waived rental).
This will allow for timely clean-up and back-to-back bookings.
4. Cancellation policy - 3 days notice required or full rental charged; \$50 or \$100 charge for late cancellation by any group
5. Groups need to provide 50% of deposit to secure booking
6. Deposits accepted in the following format: cash, certified cheque or money order
7. Generally, not using Doo as a banquet facility because of the following reasons:
 - wear and tear on physical furniture (removing the bleachers)
 - limited access to approp. kitchen facilities --> therefore unable to accommodate banquet-type events