



## SCHEDULE "14"

### CITY OF EKURHULENI

#### LIBRARY AUDITORIUM TARIFFS

In terms of the relevant legislation the City of Ekurhuleni at a meeting held on **24 May 2018** resolved to approve the Library Auditorium Tariffs with effect from **01 July 2017**, as follows:

ALL TARIFFS LISTED BELOW OR TO BE CALCULATED IN TERMS OF THIS SCHEDULE OF TARIFFS ARE **VAT INCLUSIVE**.

#### LIBRARY AUDITORIUM TARIFFS:

##### 1. Availability of facilities

Library auditoriums, halls and/or group activity rooms (hereinafter auditoriums) are available for rental Monday through Saturday

Only auditoriums with caretakers will be available after normal business hours –The auditoriums are available for:

- Study related activities
- Skills development programs
- Educational development programs
- Meetings/symposiums
- Lectures
- Training
- Small concerts
- Holiday programs

- No Sunday availability- only by special permission

Other: Written application for approval by the Head of Department: Sport, Recreation, Arts and Culture.

##### 2. Reservations

Minimum reservation period is two (2) hours on Monday to Friday and 4 hours on a Saturday. Time must be included in the reservation for both set-up time and vacating of the premises

Reservation requests will be "tentatively" held for five (5) business days from the date of the request. After the 5-day period, tentative reservations will be released and the auditorium made available to others.

Payment in terms of By-laws.

### **3. Contracts:**

Applicants must be 18 years of age and older

Person signing the rental contract is required to be present at the event and is responsible for the group's activities.

### **4. Courtesy to library operations and users**

The library will be open for business during most scheduled functions. As such auditorium functions may not disrupt library activities or users.

The Controlling Librarian or delegated official may terminate any function that is disruptive to the library's operations. In such cases the rental fee will not be refunded.

### **5. Facilities and amenities available**

Not all libraries have auditoriums available for rental

Library auditoriums differ in size and amenities available and are categorized accordingly.

#### **5.1 Category "A" Auditorium**

Equipped with most of the following:

- Stage
- Sound system (microphones for rental)
- Piano (for rental)
- Dimmer lights
- Built-in screen
- Tables and upholstered chairs
- Crockery (for rental)
- Kitchenette
- User may bring own audio visual equipment provided it is in good condition and will not interfere with or damage Council's electrical systems.

#### **5.2 Category "B" Auditorium**

Equipped with:

Basic lighting

Small stage

Loose standing screen

Tables and chairs

Kitchenette

Piano (where available)

User may bring own audio visual equipment provided it is in good condition and will not interfere with or damage Council's electrical systems.

#### **5.3 Category "C" Auditorium**

Equipped with tables and chairs

Certain facilities have miscellaneous items available for rental

User may bring own audio visual equipment provided it is in good condition and will not interfere with or damage Council's electrical systems.

## 6 Sessions

### 6.1 Auditoriums without caretakers

#### Monday to Friday

08:30 — 13:00

14:00 — closing time of library

#### Saturdays

08:30—13:00

### 6.2 Auditoriums with caretakers

#### Monday to Friday

08:30 — 13:00

14:00 — 16:30

18:00 — 22:00

#### Saturday

08:30 - 13:00

14:00 - 18:00

18:00 - 22:00

#### Rental and Deposits

Minimum reservation time is two (2) hours Monday to Friday and four (4) hours on a Saturday. Rental rates shown are hourly rates.

Fees charged for additional hours can be based on % hour increments.

Deposits payable at category "A" and "B" facilities will be equal to the applicable rental plus 50%. No booking will be confirmed until the deposit is paid.

Any breakage or damage to the facility will be the replacement or repair cost as per approved quotations.

When a period of lease is exceeded, a charge of 2 x hourly rental per hour or part thereof will be applicable.

#### All tariffs per hour and are VAT included

	CULTURAL AND EDUCATIONAL INDIVIDUALS AND ORGANISATIONS		OTHER
Facility	Monday - Friday	Saturday	
<b>Category A</b>			
2017/2018	110.00	154.00	165.00
2018/2019			

	CULTURAL AND EDUCATIONAL INDIVIDUALS AND ORGANISATIONS		OTHER
Facility	Monday - Friday	Saturday	
Edenvale Auditorium	110.00	154.00	165.00
<b>Category B</b>			
<b>2017/2018</b>	<b>66.00</b>	<b>110.00</b>	<b>132.00</b>
<b>2018/2019</b>	<b>66.00</b>	<b>110.00</b>	<b>132.00</b>
Alberton			
Bedfordview			
Benoni			
Birchleigh			
Birchleigh North			
Boksburg			
Bracken			
Edenvale Group Activity			
Phomolong			
Tembisa West			
Winnie Mandela			
Olifantsfontein			
Kempton Park Gallery			
Kwa Thema			
Nigel			
Springs			
Isaac Mokoena (Katlehong)			
<b>Category C</b>			
<b>2017/18</b>			

	CULTURAL AND EDUCATIONAL INDIVIDUALS AND ORGANISATIONS		OTHER
Facility	Monday - Friday	Saturday	
<b>2018/19</b>	<b>30.80</b>	<b>44.00</b>	<b>77.00</b>
Actonville	<b>30.80</b>	<b>44.00</b>	<b>77.00</b>
Duduza			
Etwatwa			
Geluksdal			
Germiston Committee Room			
HP Makoka			
Spruitview			
Tsakane			
Vosloorus			
Watville			
Zonkizizwe			

**Miscellaneous items (where available)**

Items	Tariff 2017/2018	Tariff 2018/2019
Cups, saucers, teaspoons, side plates, glasses	R 6.00 per unit (of 20 people)	R6.00 per unit (of 20 people)
Teapots, jugs, sugar bowls,	R 1.00 per item	R1.00 per item
Flip chart (excl paper)	R 25.00 per item	R25.00 per item
Rostrum	Free	Free
Microphones	R 20.00 per item	R20.00 per item
Urn	R20,00 per item	R20.00 per item
Video/DVD player/TV	R 25.00 per item	R25.00 per item
Table cloths	R 11.00 per item	R11.00 per item
Overlays	R 6.00 per item	R6.00 per item
Piano	R 60.00 per reservation	R 60.00 per reservation

File:

Council Resolution:  
Published

Local Authority Notice Number  
Council Resolution:  
Published

A-SR (03-2006) 26 October 2006  
Gauteng Provincial Gazette No. 446 dd 20  
December 2006  
3440  
A-F (27-2010) CM 27/05/2010  
Extra-Ordinary 123 dd 30 June 2010

Local Authority Notice Number	891
Council Resolution	A-F (27-2011) CM 20/04/2011
Published	Extra Ordinary 107 dd 01 June 2011
Local Authority Notice Number	688
Council Resolution	A-F (20a-2012) CM 31/05/2012
Published	Extra- Ordinary 159 dd 13 June 2012
Local Authority Notice Number	766
Council Resolution	A-F (30-2013) CM 30/05/2013
Published	Extra- Ordinary 152 dd 10 June 2013
Local Authority Notice Number	731
Council Resolution	A-F (17-2014) CM 29/05/2014
Gauteng Provincial Gazette	Extra- Ordinary 134 dd 06 June 2014
Local Authority Notice Number	713
Council Resolution	A-F (13-2015) CM 28/05/2015
Gauteng Provincial Gazette	Extra- Ordinary 229 dd 12 June 2015
Local Authority Notice Number	1009
Council Resolution	A-F (32-2016) CM 28/04/2016
Gauteng Provincial Gazette	Ordinary Gazette 215 dd 15 June 2016
Local Authority Notice Number	915
Council Resolution	A-F (17-2017) CM 25/05/2017
Gauteng Provincial Gazette	Ordinary Gazette 147 dd 21 June 2017
Local Authority Notice Number	863
Council Resolution	A-F (23-2018) CM 24/05/2018
Gauteng Provincial Gazette	Ordinary Gazette 198 dd 18 July 2018
Local Authority Notice Number	1089