



SCHEDULE "14"

CITY OF EKURHULENI

LIBRARY AUDITORIUM TARIFFS

In terms of the relevant legislation the City of Ekurhuleni at a meeting held on **31st May 2024**, resolved to approve the Library Auditorium Tariffs with effect from **01 July 2024**, 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

The auditoriums are available for:

- Study related activities
- Skills development programs
- Educational development programs
- Meetings/symposiums
- Lectures
- Training
- Small concerts
- Holiday programs
- Cultural programs
- Not allowed

**No Business ventures are allowed,

*** No Social functions/ Funerals/

** Council programs and activities get preference with any availability

- Only auditoriums with caretakers will be available after normal business hours

- No Sunday availability

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

- No long term permanent/ continuous booking of facility allowed.

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 and adherence to the stipulations as agreed upon,

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
- Dimmer lights
- Built-in screen
- Tables and chairs
- 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
- Tables and chairs
- 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,

5,3 Category “C” Auditorium

Equipped with tables and chairs

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 when open

08:30—13:00

6,2 Auditoriums with caretakers

Monday to Friday

08:30 — 13:00

14:00 — 16:30

18:00 — 22:00 SUBJECT TO WRITTEN APPROVAL OF DH: LIS

Saturday when open

08:30 - 13:00

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 10 % 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,

Application for free use as per applicable By-laws, subject to criteria applicable

Any overtime costs must be paid by the lessee

All tariffs per hour and are VAT included

	CULTURAL /EDUCATIONAL/ INDIVIDUALS AND ORGANISATIONS		OTHER
Facility	Monday - Friday	Saturday	Not available
Category A			
2023/2024	R120.00 per hour	R170.00 per hour	
2024/2025	R 130.00 Per hour	R180.00 per hour	
Knowledge centres- rental for training	New	R 700.00 per hour	50% more than Saturday tariffs.
Filming in the library	New	R30 000 per Saturday	50% more than Saturday tariffs.
Rental of KIDZ ZONE	New	R 1 000.00 per hour	50% more than Saturday tariffs.
Live Stream studio: Germiston			
** Additional costs for sound technician to apply			
2023/2024	R520.00 per hour	R1 050.00 per hour	R2 620.00 per hour
2024/2025	R550.00 per hour	R 1 100.00 per hour	R2 750.00 per hour
No sound equipment or technical equipment can be rented seperately			
Category B			
2023/2024	R80.00 per hour	R120.00 per hour	R150.00 per hour
2024/2025	R105.00 per hour	R160.00 per hour	N/A
Alberton			
Bedfordview			
Benoni			
Birchleigh			
Birchleigh North			
Boksburg			
Bracken			
Edenvale Group Activity			
Phomolong			
Thembisa			
Thembisa West			
Winnie Mandela			
Olifantsfontein			
Kingsway			
Kwa Thema			
Nigel			
Springs			

	CULTURAL /EDUCATIONAL/ INDIVIDUALS AND ORGANISATIONS		OTHER
Facility	Monday - Friday	Saturday	Not available
Isaac Mokoena (Katlehong)			
Leondale			
Jerry Moloi			
Brakpan			
Tsakane II			
Category C			
2023/2024	R40.00 per hour	R50.00 per hour	R90.00 per hour
2024/2025	R85.00 PER HOUR	R105.00 PER HOUR	Not available
Actonville			
Duduza			
Etwatwa			
Geluksdal			
Germiston Committee Room			
HP Makoka			
Spruitview			
Tsakane			
Vosloorus			
Watville: Soncini			
Zonkizizwe			

Miscellaneous items (where available)

Items	Tariff 2023/2024	Tariff 2024/2025
Cups, saucers, teaspoons, side plates, glasses	Not applicable- can be deleted. All organizations to bring own miscellaneous items	Not applicable- can be deleted. All organizations to bring own miscellaneous items
Teapots, jugs, sugar bowls,	R 1.00 per item	0
Flip chart (excl. paper)	R 25.00 per item	R 30 per item
Rostrum	Free	Free
Microphones	R 20.00 per item	R 25.00 per item
Urn	R20,00 per item	R25,00 per item
Video/DVD player/TV	R 25.00 per item	0
Table cloths	R 11.00 per item	0

Overlays	R 6.00 per item	0
Piano	R 60.00 per reservation	R 65.00 per reservation

***** Application for free use or reduced tariffs approval by the DH: LIS – Subject to By-Laws**