

## Cost Sheet

### for Rough Budget Planning for Events at Five Oaks

Please note these are approximate prices and subject to change.

This grid does not include all prices or facilities and is included for Program Pitch planning purposes only.

Rental enquiries should call the office.

Item	Cost per day (weekday)	Cost per day (weekend)	notes
<b>ACCOMMODATIONS</b>			
Bedroom – main building	\$80 single \$50 shared (per person per night)	\$90 single \$60 shared (per person per night)	Tax included with room charge. Rooms have two beds. 4 rooms have bunk beds 23 rooms total. Total beds, 53.
Bedroom – Chalet	\$35 per bed (per person per night) \$6 sheets per bundle	\$35 per bed (per person per night) \$6 sheets per bundle	Bring your own bedding to reduce cost. Minimum charge for 10 people (\$350)
House on the Hill	\$300 per night	\$300 per night	Space for 8 in own beds Space for 10 sharing beds Includes full kitchen (equipped) living rooms, dining room. Good for small groups who want to self-cater
Friendship House	\$300 per night	\$300 per night	Space for 7 in own beds Space for 9 sharing beds Includes full kitchen (equipped) living rooms, dining room. Good for small groups who want to self-cater.
			Other accommodations such as cabins, camping available under \$20 per night.
<b>MEALS</b>			
16 and over	Breakfast \$9.50 Lunch \$13.50 Dinner \$17.00	Same	Plus HST and 10% gratuity
15 and under	Breakfast \$8.00 Lunch \$10.00 Dinner \$12.00	Same	Plus HST and 10% gratuity

<b>MEETING SPACES</b>			
New Hall – in Main building. Includes access to small fully equipped kitchen.	\$200 per day.		Capacity of 80 One of these two large meeting room is included at no charge if 20 people staying in Main overnight
Upper Room – in Main building	\$150 per day.		Capacity of 50 One of these two large meeting room included at no charge if 20 people staying in Main overnight
			A variety of smaller meeting spaces is available between \$45 and \$140 per day.
To book the entire main building, including all meeting rooms	\$2360 per night (53 beds)  \$1840 per night (all singles 23 beds)  \$2250 per night (2 person shared rooms - 45 beds)	\$2890 per night (53 beds)  \$2070 per night (all singles 23 beds)  \$2730 per night (2 person shared rooms – 45 beds)	15% discount applied for additional nights after the first 3 nights, weekday only.

Other considerations you might need to include in your budget:

Speaker Fees

Honoraria for other leaders

Room/meals for speakers and leaders

Transportation costs for speakers and leaders

Pool fees (summer months only)

Additional programming through our partners (eg, Yoga, Grand River Rafting, hikes or theme programs through Grand River Outdoor Wilderness Education, etc)

Supplies, photocopies, learning materials

Rental of equipment (for example, if you need to rent AV equipment, or extra supplies for party or reception)

Public Transportation pick ups (at airport, bus or train station)

Transportation of participants if it is provided – eg, school bus)

Program support administration fees, depending on your program category (Five Oaks will supply that information)

Income from participant fees, grants, fundraising, donations etc.