

# *Resort Village of Glen Harbour*

## **Fred Shtuka Community Centre Rules and Regulations**

- The Community Centre is owned and operated by the Resort Village of Glen Harbour and its residents. It has been built for the use and enjoyment of all residents. Please respect the following rules and keep our facility neat and tidy.
- **Rental cost is \$200.00 per day.** The renter shall be financially responsible for any and all property damage resulting from the use of any of these facilities.
- **A damage deposit of \$500.00 is required for all privately booked functions.** This can be paid by cash/e-transfer or cheque and is payable at booking. The deposit will be refunded after the center has been cleaned, inspected and confirmed there is no damage to the Centre or the surrounding grounds.
- The Fred Shtuka Community Centre is comprised of the community centre, gazebo and grounds within the fenced in area.
- The Community Centre is available for private bookings for Glen Harbour residents only.
- To book the Community Centre please contact the Resort Village of Glen Harbour Community Centre representative. Contact information can be found on the website. Confirmed bookings will be posted on the Community Calendar located on our website.
- The attached resident usage agreement must be completed and returned to the Resort Village of Glen Harbour Community Centre representative before any bookings will be finalized.
- No smoking permitted anywhere inside the Community Centre, bathrooms or shop **(shop is strictly prohibited to all people except by the renters for setting up and for cleaning purposes only)**. Smoking only permitted outdoors.
- The renter is required to provide responsible adult supervision at all times.
- All renter shall be responsible for the function's set up and clean up. Checklist is posted in the Community Centre and attached herein.
- No unauthorized alcohol is permitted in the Centre or surrounding grounds. Consumption of alcohol may be permitted provided the renter follows the regulations of the Saskatchewan Liquor and Gaming Corporation. A copy of the Special Occasion Permit must be posted in the Centre prior to and during the event.

- If alcohol is to be served, Party Alcohol Liability Insurance is required for the event and is the renter's responsibility. This insurance provides protection to the renters, should an alcohol related incident occurs. We understand this insurance is an endorsement that can be added to your existing insurance for the day(s) of the even and is available at a reasonable cost. \*\*If your insurer is not able to place this insurance or believes it is not necessary, please call us to discuss\*\*.
- The community centre usage includes the inside use of tables and chairs located on-site. Tables and chairs are not to be used for outdoor purposes or taken off site.
- Outdoor fires will be allowed, but only in the fire pit located within the grounds. Fire must be covered at all times and renter will be responsible for ensuring fire is out prior to leaving the grounds. Water hose is behind the building. Renter must supply their own firewood. **Note – If Fire bans are in effect the renter must enforce the Fire ban.**
- Fireworks can only be set off on the beach shoreline and pointed over the lake, away from all buildings and play structures. The renter must clean up fireworks display area. Please refer to Bylaw No. 75/2024 Fireworks Bylaw on our website for more details.
- Any use or attempted use by one individual or group in the name of another shall result in the immediate cancellation of the original usage approval.
- The Resort Village of Glen Harbour reserves the right to refuse or to cancel any rental agreement. If any renter shows careless, deliberate, or persistent disregard for the regulations, the Renter Agreement will be cancelled without notice or an application can be refused.
- Exit doors must remain unlocked and accessible at all times during the event.
- The Centre must be cleaned by 11:00 a.m. the day following the event and the key must be returned to **Cameron Sebastian (or representative) upon completion**. Call to discuss if this timeline is a concern.
- It is understood that the renter shall indemnify and hold the Resort Village of Glen Harbour harmless from and against all claims or demands with respect to the use of the Centre. The Resort Village of Glen Harbour is not responsible for personal injury or damage or loss of personal items or equipment of the renter or anyone attending the event.
- The **person(s)** on the rental agreement must be in attendance at all times the community center is unlocked and in their possession. Blackout dates will be in place for regularly scheduled community events.
- Renters are responsible for ensuring they do not exceed the occupancy capacity (**Max. 200 including the gazebo and grounds**).

Should an issue arise regarding the facilities during the event/function, please contact the Resort Village’s representative or another member of council if representative cannot be reached. Contact information is on the Resort Village of Glen Harbour website.

In the event of Covid 19 or any other pandemic that may occur, all regulations must be strictly followed and it is the renters responsibility to ensure up-to-date regulations are in place.

Your signature below indicates that you have read the above rules and regulations and you have been given a copy thereof, and that in addition, you are responsible to pick up and return the key for the center once clean-up is complete.

Print Name of Renter: \_\_\_\_\_

Signature of Renter: \_\_\_\_\_

Dated:\_\_\_\_\_

Damage Deposit received by: \_\_\_\_\_  
RVGH Representative

# *Resort Village of Glen Harbour*

## **Fred Shtuka Community Centre Resident Rental Agreement**

(Usage of this facility is restricted to residents of Glen Harbour only)

This Agreement is made the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between

Renter(s) (individual/group): \_\_\_\_\_

\_\_\_\_\_

Contact Name (attending event): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (day)\_\_\_\_\_ (evening)\_\_\_\_\_

AND

### **The Resort Village of Glen Harbour**

Facilities Request: ☐ Hall, Gazebo & Grounds

Purpose of booking: \_\_\_\_\_

Date(s) of Usage: \_\_\_\_\_

Start/Finish Time: \_\_\_\_\_

Number of people expected to attend (cannot exceed capacity): \_\_\_\_\_

Will food be prepared and served at the event? \_\_\_\_\_

Will liquor be on the premises during the event? \_\_\_\_\_

**All food prepared at the Community Centre is the responsibility of the renter. You must use Safe Food Serving Practices when serving food to your invited guests. The Resort Village of Glen Harbour takes no responsibility for food services.**

**Liquor Permits are required if alcohol is being served. All Saskatchewan Liquor and Gaming Authority regulations must be followed. A copy of a valid liquor license must be posted at the Community Centre before and during the event.**

**The Community Centre is a smoke free environment. Smoking is only permitted outdoors.**

**Cancellation Policy: If cancellation notification is not received within 1 month prior to the date of the event, the renter will forfeit \$150.00 of their damage deposit.**

**AGREEMENT ACKNOWLEDGEMENT**

I, the undersigned renter, have read and understand the rules and regulations of the Resort Village of Glen Harbour pertaining to the booking and usage of the Fred Shtuka Community Centre, and I agree to abide by them. I further agree to exercise the utmost care in the use of the facilities and to reimburse the cost of repairing any damage arising from our occupancy.

_____ Signature (User)	_____ Name	_____ Date
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_____ Signature (User)	_____ Name	_____ Date
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_____ Signature (RVGH)	_____ Name	_____ Date
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# *Resort Village of Glen Harbour*

## **Fred Shtuka Community Centre**

### **Checklist**

Please review the checklist prior to locking up the Centre and returning the keys to ensure that the area is left in the same condition of cleanliness and repair as it was upon commencement of use.

- All Community Centre facilities used (Community Centre, Gazebo, Grounds) must be cleaned and left in the same condition of cleanliness and repair as it was prior to the event.
- Kitchen - Dishes and appliances are clean and returned to their original spot. Appliances and counters wiped clean. Please wash dish towels cloths and towels and return to hall as soon as possible. Remove all leftover food and/or groceries. All kitchen contents must stay at hall. If in need of supplies, please add to supply list on bulletin board.
- Tables and chairs (if used) - Please do not drag tables or chairs, please carry them. Tables and chairs must be cleaned, stacked/folded and returned to their original spot.
- Floors must be swept, including washrooms. Brooms can be found in shop area.
- Decorations taken down without any marks or damage to the facilities
- Water taps are shut off (including washrooms)
- All garbage and recyclables are picked up and removed from the Community Centre
- Bathrooms are clean and in proper order
- All doors and windows have been closed and the Community Centre doors locked
- All lights are shut off (including bathroom lights)
- Lock doors and return keys