

**Campbellford and District  
Curling and Racquet Club Inc  
Reservation and Rental Information Guide**

*We hope that your function will be successful and we will do our best to help make it so. The following information is intended to remove possible causes of misunderstandings which may otherwise distract from your enjoyment of our facilities in disagreements.*

A reservation is confirmed only once the refundable deposit has been received, and successfully deposited. Hourly rates are available for the Bennett Lounge, with a maximum of 3 hours. Set up for the event, the event itself, and clean up, must all be performed within these 3 hours. Full day rates apply beyond this.

Your rental fee covers:

- Use of the building as specified for the time specified in your agreement
- Clean floors, windows, and washrooms
- Supplies for the washrooms
- Bar Services
- Access to our tables, chairs, kitchen equipment, etc.
- For Weddings: wall curtains, ceiling drapery, and lighting, access to the stage, and arches

Please note that we do not provide cleaning service during the time of your rental. For rentals longer than one day, make necessary arrangements for additional cleaning of washrooms, etc. Extra supplies are available.

Also note we provide access to our tables, chairs, kitchen equipment, etc. however we do not guarantee that they will be sufficient for your needs or that any particular items will be available, unless previously agreed.

Your responsibilities are as follows:

- Ensure to abide by the signed Facility Rental Agreement
- Set up, and decorate according to your requirements
- Do not use adhesive tape of any kind on painted surfaces or the air tube
- No nails or screws are to be used
- Rented space should appear the same when you leave as when you entered- tables and chairs put back where they were, kitchen and dishware washed, and put away, etc.

A high level of care and cleanliness is expected and those expectations are based on guidelines set by the Public Health Inspector. Failure to comply with rules set out in this Guide, and in your Rental Agreement may result in the loss of your deposit.

**Facility Information:**

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Managed by Rachel Whitton

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In an emergency please call 911