

## Wedding Rentals at Campfire

- Usage of Campfire premises for your wedding date (No accommodation, but full use of the facilities including all of our inventory such as chairs, tables, dishes etc; meeting with the Property Manager; decorating one day prior to your event, and cleaning up one day after your event)

- If you plan to use the media/sound system (full large screen, overhead projector, wireless mic, and an audio airplay streaming apple device), that would be **an extra fee**

- If people want to sleep over at Campfire either before or after the wedding, we would charge them **according to the rates posted on the Rental Page** You would have to keep track of the numbers for us.

- If you plan to use the facilities for sleepover guests, these are the conditions:

a) All groups are entitled to the use of the 16 beds spread over the 5 bedrooms in the Lodge. If the group is larger than 15 people, we will allot one extra cabin (cabins have combinations of bunk beds and queen beds). If the group is larger than 20 people, we will allot 2 extra cabins. If the group is larger than 30, we will allot 3 extra cabins and so on. This is all included in your per person fee.

If, however, a group would like to have more cabins than they have been allotted, they would be charged **according to the rates posted on the Rental Page**.

b) *A 200-piece place setting (dinner, soup, salad/dessert plates) and cutlery is available for rent. Arrangements need to be made with the Property Manager.*

- Alcohol may be served, providing the applicant has the appropriate permit to do so. Applicants are responsible for obtaining a Special Occasions Permit (SOP) from the Alcohol and Gaming Commission of Ontario ([www.agco.ca](http://www.agco.ca)) and submitting a copy to the Rental Coordinator of the same a minimum of two weeks in advance of the event (\_\_\_\_\_). Consumption of alcohol is permitted in the Lodge only.

If alcohol is being sold, a bartender who is certified under the Smart Serve Program is required.

*-Campfire cannot be responsible for accidents and sickness incurred by our rental groups. All rental parties will be required to sign a **Facility Rental Agreement**. (I have attached a copy for you.)*

*-As a condition of renting the Campfire property, institutional groups and wedding rentals are required to obtain liability insurance for the period of their rental. We suggest a limited policy of \$2,000,000 for event liability insurance. If the group is serving alcohol, the policy must contain a clause about coverage for hosting alcohol. Groups must provide the Rental Coordinator with a certificate of insurance by emailing it to the Rental Coordinator **two weeks** prior to the beginning of the rental (\_\_\_\_\_)*