



Box 547, Terrace BC V8G 4B5

FACILITIES RENTAL:

Thank you for your interest in renting the Totem Saddle Club facilities. You have the option of renting individual arenas, rings and stabling or have the option of renting all of the Totem Saddle Club's amenities.

OPTIONS AVAILABLE FOR RENTAL:

1. Full Rental of facilities and amenities. (Stalls and panels are in addition to the rental).
2. Outdoor Arena
3. Outdoor Show Office
4. Indoor arena and its show office
5. Jumps and Equipment
6. Dressage Ring
7. Portable Sound System
8. Electronic Timer
9. Portable Handicapped Washroom
10. Stabling – 16 stalls
11. Panels - available in groups of 4

TYPE OF RENTAL:

1. **Full Rental of Facilities and amenities** – \$500.00 per weekend or \$300 per day.
Weekend rental starts on Friday at 12:00pm and will end on Sunday at 6:00pm unless specified.

A \$500.00 refundable damage deposit is required in addition to the rental rate. Please make this cheque separate. The damage deposit will be returned or shredded to the renter upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the grounds facilities or equipment rented under this agreement.

Full Rental includes the use of:

- Indoor Arena and its office
- Portable Sound System
- Jumper Ring and equipment
- Electronic Timer
- Dressage Ring and Equipment
- Portable Handicapped Washroom

NOTE:

- Stall and panels are additional – see no. 10 and 11.
- It is the responsibility of the renter to return the grounds in the same manner they were found, including putting all equipment away.
- Garbage cans are located throughout the grounds; please use the garbage bags provided. At the end of your rental, all garbage must be collected and put into the main waste bin.
- The TSC will ensure that the grounds are mowed prior to a full grounds rental.
- The TSC will ensure that the Portable Handicapped washroom (if required) is cleaned before the start of the rental agreement.

2. Outdoor Arena \$150 per day

A \$150.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the building or its property and contents.

3. Outdoor Show Office-\$50 per day

A \$50.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the building or its property/contents.



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4. Indoor arena and its show office \$180 per 8hr day (*\$25 for each additional hour per day*)

- Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified.
- A \$250.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the building contents as rented under this agreement.
- Includes use of the indoor office.
- Garbage cans are located throughout the grounds, please use the garbage bag provided. At the end of your rental, all garbage must be collected and put into the main waste bin.

5. Jumps and equipment \$100.00 per day

A \$150.00 refundable damage deposit is required. The damage deposit will be returned to the renter upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the equipment as rented under this agreement.

6. Dressage Ring \$50 per day

A \$50.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the facilities as rented under this agreement.

- Located to the right of the main outside arena
- includes letter stands

7. Portable Sound System \$50 per weekend

Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified. A \$50.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that there is no evidence of damage to the facilities as rented under this agreement.

- The renter will be responsible for repair or replacement of the portable sound system and/or its parts if it becomes damaged due to neglect or it is stolen
- It is the responsibility of the renter to ensure that the portable sound system is securely stored when not in use and to further ensure that it is not damaged due to the elements (rain, hail, etc.)
- Upon completion of use, the renter is responsible for returning the portable sound system to the TSC person designated to do the final grounds check at the end of rental.

8. Electronic Timer \$50 per weekend.

Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified. The renter will be responsible for repair or replacement of the electric timer system and its parts if it becomes damaged due to neglect or it is stolen.

- It is the responsibility of the renter to ensure that the timer is securely stored when not in use and to further ensure that it is not damaged due to the elements (rain, hail, etc.)
- Upon completion of use, the renter is responsible for returning the electronic timer to the TSC person designated to do the final grounds check at the end of rental

9. Portable Handicapped Washroom \$150.00 per weekend

Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified. \$75.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter upon satisfactory inspection by the TSC to confirm that there is no evidence of damage or leaves the washroom un-pumped.

- The TSC will ensure that the Portable Handicapped washroom will also be cleaned before the start of the rental agreement. The renters are responsible for the cleaning and maintenance of this washroom during the rental period.



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10. Stabling (\$160 per day; when full rental is required otherwise \$10 per stall per day)

Weekend Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified.

A \$160.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that all stalls utilized over the course of the rental are clean and there is no evidence of damage to the grounds amenities rented under this agreement.

- 16 stalls are available
- The TSC does not provide clean shavings or removal of shavings after the event
- Manure and dirty shavings must be placed in the manure pile located to the left of the horse stalls

11. Panels \$10 per pen/per day (panels available in lot of 4)

Rental starts on Friday at 12:00pm and end on Sunday at 6:00pm unless specified.

Only the amount of panels requested will be unlocked. Make sure you have included enough for your rental purpose.

A \$150.00 refundable damage deposit is required in addition to the rental rate. The damage deposit will be returned to the renter or shredded upon satisfactory inspection by the TSC to confirm that all panel pens utilized over the course of the rental are clean and there is no evidence of damage to the grounds and equipment rented under this agreement.

- The TSC does not provide clean shavings or removal of shavings after the event.
- Manure and dirty shavings must be placed in the manure pile located to the left of the horse stalls.

Additional Information:

1. Renters must also include a **"Proof of Insurance"** copy. Your insurance document must show the Totem Saddle Club as additional insured.
2. It is the responsibility of the renter to return the grounds in the same manner in which they were found.
3. During your event, no participants may use any other portion of the grounds.
(for example the 4H stalls and pens, TAG buildings or field, without their prior consent from them. See map for TSC boundaries)
4. Rental-by-day is for the full day rental (morning till evening of a single day). If renters require the previous day to setup for their event, this must be counted as a rental day.
5. Renters are responsible for the full amount of any damage that occurs during their rental. If damages exceed the damage deposit amount, renters will be billed the difference.
6. Damage deposits will be returned when all amounts owing are paid in full and no evidence of damage is found.
7. There is an **NSF fee of \$50** for all returned cheques.
8. The TSC has first option at running/providing concession services. If the TSC provides canteen services, no other food providers are permitted to operate without permission of the TSC.
9. All equipment used must be put away after use (i.e. when renting the show jumps or using gymkhana equipment).
10. All garbage is the responsibility of the renter and must be removed on your last day of rental.
11. Under no circumstances, can renters modify or alter any TSC buildings, water, equipment, arenas, arena footing or any other part of grounds not covered by this agreement.
12. There are fire pits for use on the TSC grounds. However, if fire pits are to be used, please check the local fire regulations and current fire restrictions applicable to your rental date.
13. Absolutely no construction can take place anywhere on or to TSC facilities and amenities. No nails, sharp objects or glass is allowed on the grounds.
14. There must be an inspection completed by the renter with our event coordinator before and after the rental.
15. All contact information for the TSC is located on our website at www.totemsaddleclub.ca . Please make all cheques payable to the Totem Saddle Club.
16. This contract will be reviewed by the TSC and the renter will be notified if your date is approved.
17. There are different user groups who utilize the Thornhill Community Grounds and have their own equipment/facilities. Should you require the use of them, you must contact the group directly and get permission to use as this agreement does not cover them.

If you have any other questions or concerns, please contact one of the following TSC representatives:

TSC President: Alice Sexton 250-631-2101, snapsexton@gmail.com

TSC Treasurer: Kelsey Monaghan 250-615-2290, totemsaddleclub.2018@gmail.com