

## **Facility Rental Rules and Regulations**

All party renters and their guest must comply with all of the following policies and procedures of The Family Resource Centre.

The policies, procedures, and agreement may be amended at the Centre's sole discretion.

**1. Any rental of the space for a private party must pay in FULL to securely hold the desired date. If the party goes over the scheduled rental time the client will be charged an additional time of \$20.00 per hour. In addition, a \$100.00 refundable damage deposit is required.**

**2. Cancellations.** A full refund will be issued on cancelations made 7 days prior to your party date. Parties cancelled within the 6 days or less to your party date can be rescheduled within 90 days and no refund will be given passed 90 days.

**3. Rules.** A maximum of 25 kids are to be allowed to attend.  
All attendees **MUST** where **socks** in the play structure, including adults.

**4. Food.** **NO** outside food is to be brought into the Family Resource Centre. Food is to be kept in the multi purpose room if rented.

**5. Damage and cleaning.** Any excessive damage done to The Family Resource Centre or property shall be billed to the renter for either replacement or repair.

a. Any excessive mess (at the determination of the staff) left by children or adults resulting in extra cleaning of the Centre will result in the damage deposit not being returned to the client. While the Centre cleans and sanitizes its toys, property, and bathrooms on a daily basis all guest must insure that they dispose of waste materials such as diapers, paper towels and trash in the correct receptacles provided. The Centre is to be left as you found it.

**6. Personal Property.** The Family Resource Centre is not responsible for the personal belongings. It is the sole responsibility of each person entering the facility to be responsible for all belongings. Under no circumstances will the Centre take responsibility for any lost, missing or stolen property personal or otherwise.

**7. Safety.** Parents of children of the invited guest are completely responsible for the well being and behavior of their minor while on the premises of The Family Resource Centre.

a) Be sure to have support (adults) to assist you in running your party safely and smoothly. We recommend a 1 to 8 ratio of adults to children.

b) Parents are responsible for redirecting inappropriate play and/or behavior.

**8.** You will be allowed in the Centre 15 minutes before your scheduled party time and are expected to vacate the Centre 15 minutes after your party is over. A staff member will be checking over the Center before your damage deposit is returned or destroyed.

