



Silver Lake Mennonite Camp

Camp Location: 72 Pine Forest Drive, Sauble Beach ON N0H 2G0
 Admin Office: 209 – 50 Kent Avenue, Kitchener ON N2G 3R1
 519-422-1401 • fun@slmc.ca • www.slmc.ca

Rental Agreement & Waiver (Sample)

Group Name	SAMPLE		
Address			
Contact Person		Cell Phone	
Email		Email #2	
Rental Dates		Purpose of Event	
Deposit Required		Anticipated Attendance	
Standard check-in time is 6pm on arrival day and check-out is 4pm on departure day.			

SLMC Rental Policies, Conditions & Guidelines

1. Deposit must be received within one week to confirm your reservation. Final payment to be made upon receipt of rental invoice. See current Rental Rates document for estimate of cost – total fees depend on buildings requested. Payments can be made by e-Transfer (preferred) to fun@slmc.ca, cheque or direct deposit.
2. **Cancellation & Deposit Policy:** Since many groups would like the opportunity to stay at Silver Lake Mennonite Camp (SLMC) and rental availability is limited, this policy has been implemented to ensure fairness for everyone. This policy is designed in the best interests of all parties as well as the financial viability of SLMC.
 - \$500 deposit required for 2-night rental. \$600 for 3-night long weekends. \$250 for 1-night weekday booking.
 - Deposit non-refundable / non-transferable with less than 90 days notice for cancellation
 - For cancellation made between 3-5 months ahead of event, deposit refunded less \$250 admin fee
 - For cancellation made more than 5 months ahead of event, deposit refunded less \$100 admin fee
3. Normal wear and tear of facilities is included in the rental rate. Any damage or theft that occurs during your stay will be assessed by Silver Lake staff and the resulting bill will be charged to you.
4. **No dogs or pets** are allowed onsite with rental or retreat groups.
5. SLMC reserves the right to rent unused facilities to other groups (or run a smaller retreat) during your stay. Also, it is common for SLMC staff to be living at camp throughout the year, but they will use their own spaces.
6. All organizations are required to provide a **certificate of liability insurance (COI)** from your insurance company in order to use Silver Lake Mennonite Camp. Please email a copy of this certificate to the SLMC office 3 weeks prior to rental date.

7. Everyone is required to wear a proper lifejacket (PFD) when using the canoes or other waterfront equipment. You are responsible to provide your own supervision at the waterfront. All children, regardless of age, must have parent/adult supervision at all times while at the waterfront, swimming or boating. **All activities, including waterfront activities (swimming, canoeing, kayaking, sauna) are USE AT YOUR OWN RISK.** Rental groups are not permitted to use sailboats.
***Beware of unsafe and thin ice at the waterfront during the winter and spring.**
 8. You are required to provide for basic first aid and advanced medical treatment and/or expenses. Oral medications WILL NOT be dispensed under any circumstances by Silver Lake staff. There is a hospital in Wiarton (15 min), Southampton (20 min) and in Owen Sound (30 min) for emergencies. Groups must follow all current Public Health regulations.
 9. For emergencies only, call the main camp number at **(519) 422-1401**. Prior to your arrival, you will be given contact info for the staff person “on-call” during your rental. Please contact this person if you have any questions, concerns or if there are any facility issues during your stay at SLMC.
 10. Consumption or possession of alcoholic beverages, cannabis, or illegal substances is NOT permitted on camp property. All of Silver Lake Mennonite Camp has been designated as a NO-SMOKING and NO-VAPING area.
 11. **SLMC is a nut-aware facility.** To ensure the health and safety of all, **nut or peanut products are not allowed onto the property or into any building**. Please carefully check all ingredients and remind your group.
 12. SLMC is not responsible for ANY lost, forgotten or stolen items. We strongly recommend that you DO NOT bring electronics, jewelry, expensive clothing, or other valuables to camp.
 13. WiFi is not available to rental or retreat groups.
 14. Please leave the camp as clean as you found it and return any furniture to original location. Cabins/rooms should be swept and garbage emptied. Garbage should be bagged and placed in the dumpster across from the house and recycling taken to the shed beside the dumpster and sorted. Silver Lake is not able to compost. Do not leave any food or leftovers in the kitchen, cabins or other buildings. **Please turn off heat and lights in your cabin before you leave.** Refer to “Rental Clean-up Checklist” for more instructions.
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15. Both during and following the term of this agreement, you must undertake to indemnify and save harmless Silver Lake Mennonite Camp from and against any and all loss, cost, damages, expense and liability (statutory and common law) arising from the negligence in connection with the injury or death of any person or property or other damage sustained by Silver Lake Mennonite Camp and its directors which may arise out of your use of the camp property.
 16. You must undertake to conduct your activities in a safe and careful manner and assume full responsibility for the conduct of yourself, family/group, and for the safety of all you must have read, understand and agree to the above conditions for rental of Silver Lake Mennonite Camp facilities.

Signed by contact person on behalf of rental group

Date

Print name of contact person / organizer

Cell Number