



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	<i>SAMPLE – SLMC Office will prepare for groups booking</i>		
Address			
Contact Person		Cell Phone	
Email		Email #2	
Rental Date(s)		Purpose of Event	
Deposit Required		Anticipated Attendance	
For overnight stays, standard check-in time is 6pm on arrival day and check-out is 4pm on departure day.			

SLMC Rental Policies, Conditions & Guidelines (2 pages)

1. **Deposit** must be received within one week of booking to confirm your reservation. Final payment to be made upon receipt of rental invoice. See current Rental Rates document for estimate of fees – total cost depends 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. **Damage:** 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 SLMC staff and the resulting bill will be charged to you.
4. **Insurance:** All organizations, churches, etc, are required to provide a **certificate of liability insurance (COI)** from your insurance company in order to use SLMC. Email a copy of this certificate to the SLMC office 3 weeks prior to rental date.
5. **The renter/contact person is responsible** for communicating all SLMC rules to all group participants.
6. **Alcohol and Drugs:** Consumption or possession of alcoholic beverages, cannabis, or illegal substances is NOT permitted on camp property. All of SLMC has been designated as a NO-SMOKING and NO-VAPING area.
7. **No dogs or pets** are allowed onsite with rental or retreat groups.
8. **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.

9. **Safety & Activities:** All activities onsite, including waterfront activities (swimming, canoeing, kayaking, sauna) are USE AT YOUR OWN RISK. Certain activities are off-limits without the assistance of SLMC staff (climbing, initiatives, archery) and have signage to the effect. 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 (lake and swimming pond). All children, regardless of age, must have parent/adult supervision at all times. Be aware of unsafe and thin ice at the waterfront during the winter and spring and stay off lake/pond. *Rental groups are not permitted to use sailboats.
 10. **Medical:** 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 SLMC staff. There is a hospital in Wiarton (15 min), Southampton (20 min) and Owen Sound (30 min) for emergencies. Groups must follow all current Public Health regulations.
 11. **Contact:** 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.
 12. **Shared Use:** SLMC reserves the right to rent unused facilities to other groups (or run a smaller retreat) during your stay. It is common for SLMC staff to be living at camp throughout the year with designated separate spaces.
 13. **Trespassing & Noise:** SLMC strives to be a good neighbour in our community. Trespassing onto adjoining private properties is not permitted (this includes the Willow field). Neighbouring properties are used for hunting, and trespassing rules are enforced all year long, day and night. Also, be aware that sound can travel easily and local by-laws prohibit noise that is likely to disturb residents at any time. Any resulting fines are the responsibility of the rental group.
 14. **Bears:** Black bears are active throughout the Bruce Peninsula from spring until late fall. “Bear wise” tips are posted in the dining hall. Please also refer to this information about bear encounters: <https://www.ontario.ca/page/prevent-bear-encounters-bear-wise>. Do not leave food/dishes outside unattended as it attracts wildlife.
 15. **Lost & Found:** 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.
 16. **WiFi** can be made available to rental organizers upon request. Please inquire ahead of time.
 17. **Cleanup:** 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 and recycling should be taken to dumpster and shed by main gate. Do not leave any food or leftovers in the kitchen, cabins or other buildings. Turn off heat and lights in your cabin before you leave. Refer to “Rental Cleanup Checklist” for more instructions.
-
18. 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.
 19. 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