



# Chapple Recreation

P.O. Box 4, Barwick, Ontario P0W 1A0 CANADA

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## **Barwick Recreation Grounds** **Rules & Regulations**

*All bookings must be made through the Chapple Municipal Office. Damage deposit of \$100.00 is required to confirm the booking.*

### **Renters Responsibilities:**

1. Ensure that all appliances and equipment are in working order prior to your function.
2. Notify the municipal office if upon entering the premises you notice something is not right.
3. Ensure that the facility is **smoke free!**
4. Supervise function and observe that all **liquor laws** are strictly adhered to.
5. Remove all liquor, food and any personal belongings from the grounds. Chapple Recreation is **not** responsible for anything lost or stolen.
6. You are responsible for any damages incurred during the function. Any damages exceeding the \$100.00 (damage deposit) will be billed to you.
7. Make certain **all** doors to the washrooms, canteen and bar are locked.
8. Ensure that all parties have left the premises prior to your leaving and locking up.
9. Return the keys to the municipal office the first working day following the function.  
*Any keys not returned or that are damaged will be replaced (may include the cost of replacing all the door hardware sets) at the cost of the renter.*

### **Clean up:**

1. Clean-up must be done by noon the following day or immediately following the function in the event the grounds are being rented out again.
2. Wipe down all cooking surfaces.
3. Remove all the food from the freezers and fridges, ensure that they are clean then unplug.
4. Collect all garbage (including the bathroom garbage) and place inside the canteen door. *Be sure to check the dugouts.*
5. Remove and clean up all decorations, banners, and posters.

Your damage deposit will be refunded after an inspection of the facilities deems that no damage has been done, **all keys** have been returned and that all rules have been followed.

**Thank-you for your co-operation!**