



Facility Use Agreement

Welcome to the Salmo Valley Youth and Community Centre! We're delighted to host your event or program. To ensure a safe and respectful environment for all, please review and follow the terms below.

Rental Rate:

Multipurpose Room: 1248 sqft, Meetings, fitness classes, dance etc \$30hr / \$180day

Gymnasium: 6248 sqft, sporting events, large public gatherings etc \$50hr / \$300day

Community Kitchen: fully equipped commercial kitchen \$30 hr / \$180 day

Zen Den: 750spft, day music studio, yoga meditation etc \$30 hr / \$180day

If the cost is prohibitive to a community offering, please contact us at 250-357-2320 to discuss your rental.

Booking Terms

A signed rental agreement must be submitted to bookings@svycc.ca You will receive an invoice following the signed agreement

A 50% non-refundable deposit is required to confirm your booking. Payment can be made in person or e-transferred to info@svycc.ca

General Use Guidelines

Supervision & Responsibility

A responsible adult (19+) must be present throughout your rental. You are responsible for the conduct of your group and spectators, including any damages.

Facility Access & Security

Keep exit doors closed and clear. At the end of your booking, turn off all lights, lock doors, and secure the facility (unless another group follows).

Cleanliness & Care

Monitor washrooms and hallways during use. Clean, non-marking shoes are required. Limit use to your rented area. Clean up after your event, including sweeping/mopping and removing garbage.

Setup & Teardown

All setup and takedown must occur within your reserved time slot. Leave all areas as you found them.

Fire Safety & Restrictions

No open flames or flammable devices. Do not undertake any activities that could void or increase insurance costs.

Alcohol, Drugs & Smoking

Alcohol is permitted only with a valid liquor license. Drugs are strictly prohibited. Smoking and vaping are not allowed anywhere on the premises. Violation will result in immediate termination of your rental.

Insurance

Third-party liability insurance may be required for your rental. If so, Salmo Valley Youth and Community Centre (SVYCC) must be listed as additionally insured. We'll inform you if this applies.

Special Use Areas

Kitchen:

If using the kitchen, sweep and mop floors, and clean all surfaces and appliances. Appliances should be unplugged and care taken to double-check all ovens and stoves are off.

Zen Den:

Sweep floors after use. Keep noise at low levels after 10:00 PM.

Multipurpose Room:

No food is allowed in this space unless special arrangements have been made. Return all chairs and tables to storage. Clean / indoor footwear is required.

Agreement Acknowledgment

By signing below, you acknowledge understanding and acceptance of all rental conditions, including supervision, facility care, liability insurance, and substance policies.

Name: _____ Organization: _____

Phone Number: _____ Email: _____

Room(s) Rented: _____

Date: _____ Time starting: _____ Ending _____

Signature: _____ Date: _____

SVYCC Representative (Print): _____

SVYCC Signature: _____ Date: _____

In an emergency contact Laura Stavast at 250-551-4252

<i>For office use:</i>		
<i>Invoiced</i>	<i>Deposit Received</i>	<i>Booked</i>
<i>Confirmed</i>	<i>Paid In Full</i>	