

BERWICK & DISTRICT VOLUNTEER FIRE DEPARTMENT

Guidelines for Recreation Hall and Classroom Rentals 2015

1. A rental agreement must be signed by the renter.
2. The damage deposit is mandatory and must be paid up front. (\$200.00)
This deposit will be returned to the renter AFTER and inspection is done by an authorized representative of the BDVFD.
 - BDVFD provides cleaning supplies and garbage bags. The floors are to be swept. Tables are to be wiped clean. Tables and chairs are to be returned to the storage closet.
 - **Garbage must be taken off the property by the renter.**
 - Payment for damage will be negotiated on a case by case basis.
 - Cleaning charge if required will vary from \$50.00 – 150.00 at the discretion of the department.
3. The renter is responsible for the appropriate behavior of their guests.
4. The Bartender (s) and assistants provided by the department are volunteers. They have been instructed to request assistance from the RCMP in the event of any potential issues.
5. Parking for renters and guests is the North half of the rear parking lot for the recreation hall, and the front and North parking spots for the classroom.
6. The apparatus floor and ramp in front of the bay doors are not to be used and must be kept clear at all times. Guests are not permitted on the operational side of the building without an escort from the department.
7. Please **do not use** tape, push pins, nails etc. on the walls, chairs or tables.
8. **No lit candles or tea lights are permitted on premises**