

Southlands Riding Club Facility Rental Rates

* All rates will be charged 5% GST

* Refer to the Terms & Conditions for additional information * All rentals require a Signed Agreement

*** SRC Members are eligible for a 20% discount on Clubhouse, Ring and Facility rates**

Ring Rentals:	Rate	Notes
Ring with optional jumps or dressage set up**		
Full day (max 8 hours; includes one harrowing)	750.00	
Half day (up to 4 hours)	400.00	
Hourly Rate	150.00	per hour
Stabling (per day)	75.00	must be pre-approved in agreement
Shavings (per bag)	12.00	must be pre-approved in agreement
<i>**Equipment: Jumps up to 12 jumps/practice poles. Dressage set up is letters and corners only</i>		
Facilities:	Rate	Notes
Field only (wedding or private event)	2,000.00	per day
Field & Clubhouse	2,500.00	per day
Parking Lots (not combined with a facility rental or film)	500.00	per day
Venue for public event (no rings)	5,000.00	Plus a percentage of revenue
FILMING RENTALS AVAILABLE UPON REQUEST TO GENERAL MANAGER		
Filming Rental: Quote per shot (max 4 hours)	UPON REQUEST ONLY	
Parking lot (indoor area): Film Circus	UPON REQUEST ONLY	
Parking lot (clubhouse area): Film Circus Catering	UPON REQUEST ONLY	
Clubhouse Only: Occupancy limit 100 inside, 50 outside / all functions must end by 12:00 AM		
<i>Due to health regulations, no food preparation is allowed on site.</i>		
Full day (max 8 hours) exclusive use	750.00	
Half day (up to 4 hours) exclusive use	500.00	
Non-Profit or Charitable group meetings (non-exclusive)	0.00	complimentary (when available)
Meeting space (max 2 hours, non-exclusive use)	50.00	per hour
Misc Fees	Rate	Notes
Please refer to Schedule A for additional options	TBD	Must be included in the agreement
Deposit due upon signing of agreement	50%	of rental fee

Terms & Conditions apply



SOUTHLANDS
RIDING CLUB

GENERAL TERMS & CONDITIONS:

Facility Grounds:

The facility grounds are understood to be an uneven surface. No adjustment to the footing will be made nor permitted. Temporary stages or platforms may be constructed as necessary with prior approval. No glassware is permitted on facility grounds. This includes but is not limited to wine or cocktail glasses, plates, serving bowls etc.

Advertising and Social Media

Southlands Riding Club must be mentioned as follows: "[name of the event] hosted at the Southlands Riding Club" on any poster, flyer, or social media post. Tag @southlands_riding_club, #southlandsridingclub on Instagram and Facebook.

Photographic/Video

The renter understands that SRC may be gathering photographic and video images during the event. The renter agrees that those images and recordings are the sole and exclusive property of SRC and hereby consent to SRC's release and reproduction of all photographic and video images, recordings and likenesses taken during the event for future promotional or commercial purposes, without notice or compensation to the renter.

Parking

Parking is permitted in the parking area adjacent to the clubhouse or on the east side of the indoor riding arena. Please note that cars illegally parked will be towed by the City of Vancouver, at the owner's expense. SRC is not liable for any vehicles or property left on club grounds or in club facilities.

Confidential Information

The RENTER shall not remove confidential information, physically, electronically or in other manner whatsoever from SRC, without prior written consent. "*Confidential Information*" means any information, in whatever form (including written, oral, or stored in any computer or other electronics, obtained, directly or indirectly, from SRC and whether obtained by the RENTER before or after the date of this Contract. Information includes, but is not limited to, any work products, event results, customer database information, financial results, or operational information.

Deposits and Cancellations

50% of rental fee to be paid upon booking; 50% paid 14 days prior to the event.

Cancellations made 14 days prior to the event's start will be refunded in full less a \$50.00 early-cancellation fee. Cancellations made between 13 days and 8 days prior to the start date will be refunded in full less a \$100.00 cancellation fee. Cancellations made less than 7 days prior to the date will be refunded 50% of the total rental fee. For weather related cancellations where the outdoor ring footing is deemed to be unsuitable for the event, all funds paid will be refunded less a \$100.00 cancellation fee, or the event is moved to an agreed upon subsequent date.



Depending on the size of the event, SRC reserves the right to require a reasonable damage deposit to be held until after the event has been completed.

SRC reserves the right to terminate this agreement at any time without penalty for breach of conditions, weather conditions or other items that impact the safety of the event, participants and/or staff. SRC also reserves the right to cancel the event without cause at any time and refund any deposit monies paid.

Indemnification

The Renter hereby indemnifies and holds harmless SRC, (collectively with its affiliated and related companies and entities, including but not limited to Southlands Riding and Polo Club Limited and SRPC Title Holdings Ltd., and including each of their respective directors, officers, trustees, agents, representatives, employees, volunteers, independent contractors, subcontractors, sponsors, successors and assigns, the "**Released Parties**") from any and all damages, actions, suits, claims, or other costs (including reasonable attorney fees) arising out of or in connection with any damage to any property or any injury caused to any person (including death) caused by the Renter's use of the Property, including any acts or omissions on the part of the Renter, independent contractors, guests, invitees, or other agents. The Renter shall immediately notify SRC Management of any damage or injury of which they have knowledge of, to or near the Property, regardless of the cause of such damage or injury.

INSURANCE:

Event Liability Insurance (does not include clinics and private ring rentals associated with equestrian lessons)

To purchase special event liability insurance go to [PAL Insurance Brokers Canada](#)

Proof of third-party liability insurance (minimum \$5M) must be provided. **Southlands Riding Club, Southlands Riding and Polo Club Limited** and **SRPC Title Holdings** must all be named as additional insureds for the event. Copy of insurance to be submitted with final payment.

FOOD & BEVERAGE SERVICE:

Food and beverages may NOT be sold by the Renter or other parties unless pre-approved by SRC General Manager

ALCOHOL SERVICE:

1. If alcohol is to be **consumed but not sold** during your event, the Renter must obtain a **Special Occasion Liquor License** as well as **Party Alcohol Liability Insurance****; a copy of both **must** be presented to the office no less than 7 days prior to the event.
2. If **selling** alcohol (on its own or as part of a ticket/meal cost), Renters must ensure the person responsible for serving has a *Serving it Right* certificate; a copy of which must be included along with the liquor license and proof of insurance.
3. **The sobriety of all guests is the responsibility of the Renter**
4. **Links:**

[Party Alcohol Liability Insurance](#) [Special Occasion Liquor License](#) [Serving it Right Certificate](#)

Related Insurance and permit copies must be provided to SRC at least 2 weeks prior to the event date.



CLINICS/PRIVATE RING RENTALS:

1. All participants in clinics and private ring rentals for equestrian use must sign the **Southlands Riding Club waiver** and be current Horse Council British Columbia (HCBC) members.
2. SRC staff will place ring equipment in the corner of the arena for Renter to set as desired. All poles and jumps to be returned to the same location by Renter or a \$75.00 Tear-Down Fee will be added to the rental cost. The Renter agrees to pay for the cost of any equipment damaged or broken during the rental.
3. Rental rings will be harrowed/groomed once daily as per SRC standards. Additional grooming/harrowing is available for a cost of \$40 per session; this is subject to staff availability and must be booked at least 48 hours in advance.
4. All manure is to be picked up throughout the day and placed in the bin provided to help preserve footing. Failure to do so will result in a \$75.00 Ring Maintenance Fee per day.
5. SRC assumes no responsibility for injury, damage, theft, or harm caused at, during or because of the event, nor the stabling of horses associated with it. The renter and clinician assume all responsibility for their guests, clients, and staff - including auditors - during the event and in no way hold SRC or its board/management accountable accordingly.

Clinic Specific:

1. Proof of current third-party liability insurance is required (minimum \$5M).
2. Valid first aid certification is required. Said person must remain onsite during the entire clinic.
3. Fees payable to the Clinician must be detailed in this agreement.
4. Payment to clinicians is typically directly deposited following the event. A void cheque or banking details should be provided along with this signed agreement.
5. Stabling and shavings are provided to the clinician (for their personal use) free of charge if required.
6. Rental fees for clubhouse use must be detailed in this agreement.

Private Ring Rentals:

1. Ring rentals for other purposes than equestrian lessons are available to members and the public.
2. Drop-In Instructors who are not currently SRC Sanctioned Instructors, and are providing lessons during a private ring rental must:
 - o Have EC Certification and in good standing with EC Canada.
 - o Have Valid First Aid (or have someone available with first aid certification).
 - o Provide insurance to SRC prior to the event (SRC as a named insured).
 - o Pay the fee rate for a drop in instructor prior to the rental.
 - o Follow all [instructor rules and regulations](#) for a guest instructor.
 - o Maximum use: 1 day per month up to 6 times per calendar year.



PARKING LOT RENTALS:

1. The Clubhouse – including washroom facilities in the Clubhouse – are not included but can be negotiated for an additional fee.
2. The area beside the INDOOR COVERED ARENA is available for parking. The entire parking lot area – which is approximately 240' in length – is included as well as the grassy area between the lot and Macdonald Street. The courtyard adjacent to our Clubhouse - is available for catering set-up. Setting up tents in this area must occur after 7:00pm or prior to 8:00am and be done in a quiet and considerate manner.
3. Additional parking may be available along the 53rd Avenue OUTSIDE of the Club fences. This is City property and is not something that we are at liberty to rent/permit.
4. Vehicles and equipment are not permitted inside of the gates of the Club for safety reasons. Due to the sensitive nature of horses, all persons on the site need to be informed of horse safety and SRC protocols as they pertain to excess noise.

EVENTS:

Weddings: Venue rental for the purpose of weddings includes a complimentary one-hour wedding rehearsal, half-day set-up time prior to the event, and half-day tear-down the day following the event. Additionally, wedding rentals include up to four (4) pre-event site visits during business hours (please book in advance with our office).

CLUBHOUSE:

1. **Furnishings:** Nothing is to be removed from the clubhouse without the permission of the general manager. If the furniture is rearranged, the Renter agrees to move it to its original location prior to departure. If the Renter wishes for clubhouse furnishings to be removed for the event, a moving fee will apply.
2. **Food Service:** **As per Coastal Health Authority regulations there is to be no food preparation on site.** Food may be warmed in the oven or microwave. Outside caterers must bring their own equipment and crockery, the existing contents of the kitchen are privately owned and are not to be used unless agreed upon by the general manager in advance.
3. **Cleanup:** Renters are responsible for event clean up. Garbage and recycling must be deposited into the provided bins. Spills on floors, tables and kitchen surfaces are to be wiped; floors to be swept if necessary. If the cleanup is not done or is not satisfactory, an additional fee will be charged as per the Facility Rental Rate Sheet.



SCHEDULE "A"

ADDITIONAL EQUIPMENT AND LABOR

All items must be agreed upon with advance notice prior to the rental.

Select	Item	Additional Cost
	Seating: Folding Chairs: existing club owned furniture - limited supply	\$100
	Electrical cords: Existing club owned - limited supply	\$100
	Staffing: Additional help as requested	\$50/hr/person
	Staffing: Bar Service (maximum of 2 persons)	\$250 per day each
	Staffing: Regular garbage and recycling removal	Incl. in Facility Rental Fee
	Staffing: Set up / Tear Down	\$50/hr/person
	Tables: Existing club owned furniture - limited supply	\$150
	(1) Coffee and (1) Hot water urn (unlimited refills)	\$60 ea
	Portable Toilet (2 stall, not handicap accessible)	\$150 per day
Items available to be booked through SRC for the Event:		Cost plus 20% admin fee
	Beverages, including alcohol and associated permits	
	Appetizers, wraps/sandwiches platters & dessert trays	
	Caterers or Food & Beverage trucks	
	Rental Lighting (extra)	
	Portable toilet rentals	
	Rental Propane heaters	



	Out-Sourced Security	
	Sound system rental	
	External Table & Chair Rentals	
	External Tent Rentals	
	Parking attendant	
	VIP Shuttle	

Property Map

