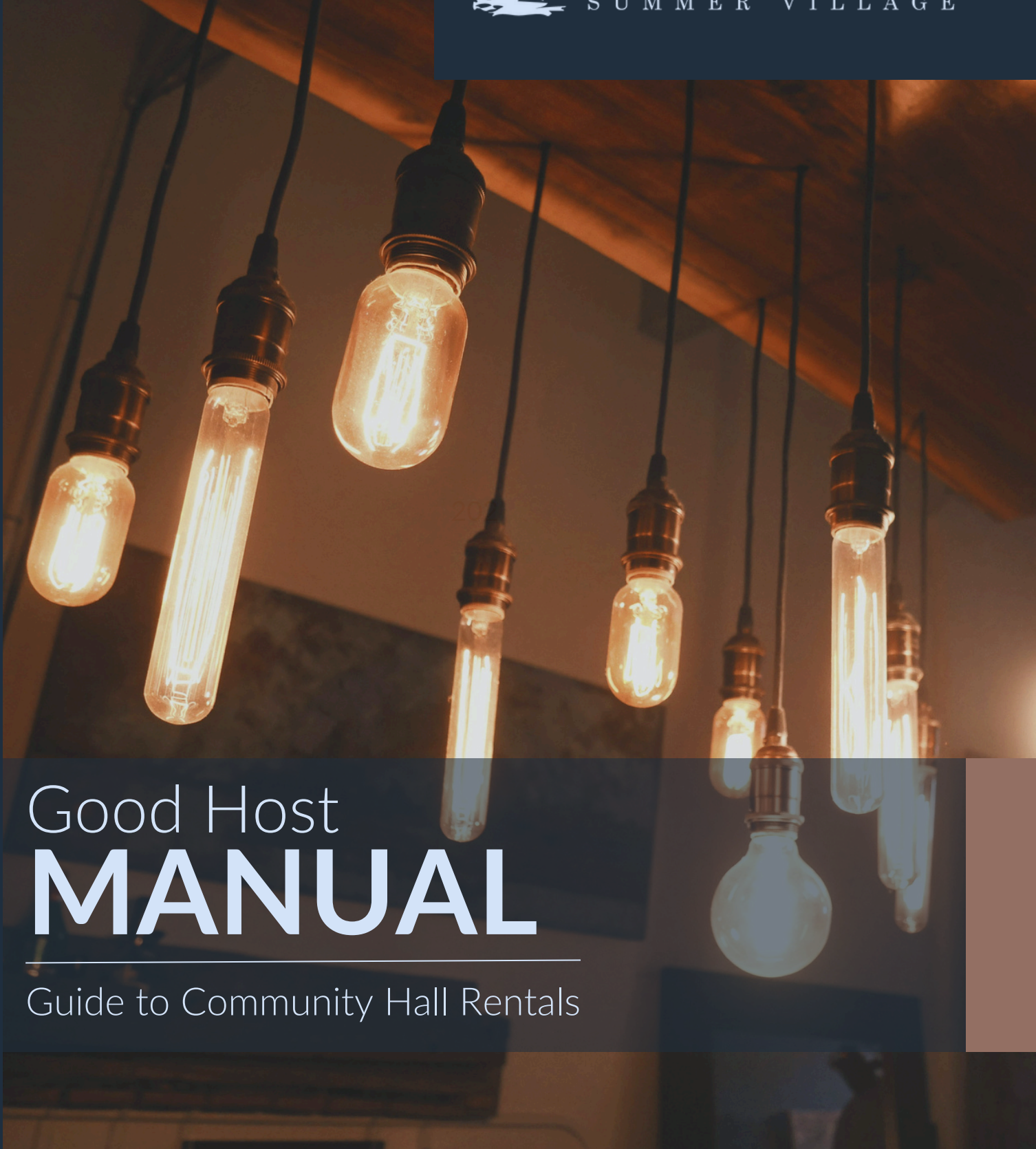


2025



**GHOST LAKE**  
SUMMER VILLAGE



# Good Host **MANUAL**

Guide to Community Hall Rentals

## **Purpose**

The Community Hall amenities are available for utilization by all Summer Village of Ghost Lake residents. This manual is intended to ensure fair usage of the Community Hall, and inform residents of their responsibilities when renting. Please read and adhere to the following guidelines.

### **Booking Policies**

- First-come, first-served basis for first two bookings per User.
- From a User's third booking onward, priority will be given to first-time or second-time Users.
- Third bookings may be cancelled up to 2 weeks prior if another User requests their first or second booking.

### **Hours of Operation**

The Community Hall can be rented between the hours of 8:00 a.m. and 12:00 a.m. The end time for all events is strictly 12:00 a.m.

### **Cleaning Responsibilities**

- Users are responsible for cleaning the hall after use.
- All garbage and recycling must be removed.
- The hall must be left in the same condition as found.
- A \$50/hour cleaning fee will apply if the hall is not left clean, with a 3-hour minimum charge.

### **Fees and Payment**

- Rental fees (per booking/day):
  - Community Association Members **\$80**
    - Must have active membership prior to booking
  - SVGL Residents **\$100**
- Payment must be made via Electronic Transfer to [finance@ghostlake.ca](mailto:finance@ghostlake.ca).

### **Quiet Times**

All outdoor activity must be quieted down by 10:00 PM. **The end time for all hall events is 12:00 a.m.** Please adhere to the guidelines set forth in the SVGL Noise Bylaw #186.

### **Occupancy Limits**

The maximum capacity in the hall due to fire regulations is 75 people.

### **Minors**

Minors under the age of 18 are not permitted in the hall without adult supervision.

## **Decorating and Setup**

Do not remove memorabilia from walls when decorating. Only use removable tape for decorations. The use of nails, tacks, etc., is prohibited.

## **No Smoking**

Smoking and vaping are only permitted outdoors, at least 5 meters from any doorway, window, or air intake. It is the responsibility of the User to ensure compliance with all laws regarding tobacco, vaping, or cannabis use.

## **Safety Guidelines**

Ensure that you are familiar with the location of fire extinguishers, first-aid kits, and AEDs within the facility.

## **BBQ Use**

If the barbecue is used, it must be cleaned after use, and the User will be responsible for any damage.

## **Parking**

Parking must not block the roadway or neighboring properties.

## **Supplies**

Users must bring their own cleaning supplies and may want to bring their own paper products. Shared dishes and cutlery may be used, but must be cleaned after use.

## **Drinking Water**

Water from taps is potable, but you may want to bring your own drinking water.

## **Security**

Users are responsible for the security of the facility and must not share the keypad entry code with others. Please note that the Community Hall and its premises are under camera surveillance.

## **Alcohol**

If alcohol is to be served or consumed during the rental, the User is solely responsible for obtaining the appropriate liquor license and ensuring compliance with all applicable provincial regulations.

*The Summer Village of Ghost Lake assumes no liability for any incidents related to alcohol consumption during the event.*

## **Special Event Liquor License Information**

# QUESTIONS?

Contact us.



Phone  
403.813.1345

Email  
[finance@ghostlake.ca](mailto:finance@ghostlake.ca)

