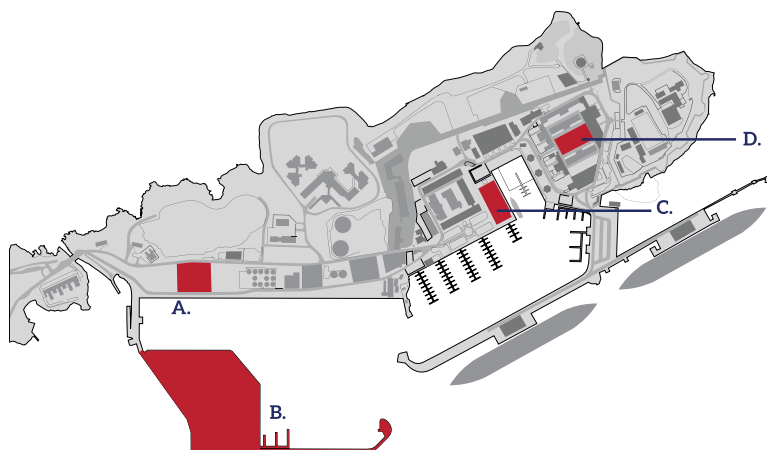




Venue Rentals ~ *Terms & Conditions*

VENUE RENTALS



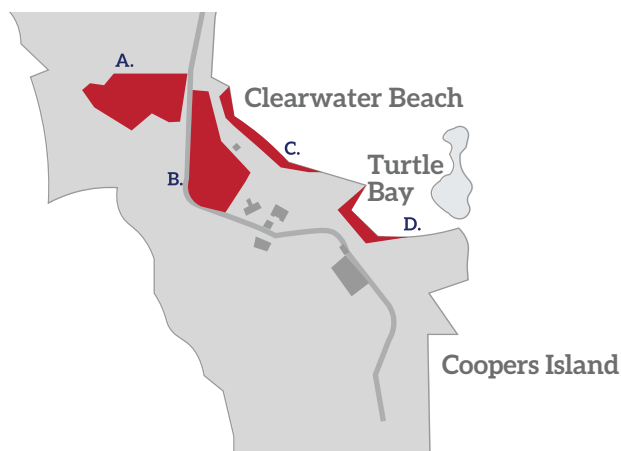


Dockyard Venues

- A. The Shed
- B. Cross Island
- C. North Lawn
- D. Victualling Yard

Southside Venues

- A. Clearwater Parking Lot
- B. Clearwater Field
- C. Clearwater Beach
- D. Turtle Bay



Application Process

All applications must adhere to the following process:

1. Review the Venue Rental Terms, Conditions and Pricing document
2. Fill out and submit the Venue Rental Application with accompanying documents such as an event layout and schedule
3. Applicants will be contacted via email with venue availability and application status
4. The venue rental agreement is reviewed and signed by both parties or an event permit has been issued, whichever is applicable

Each individual application will be assessed and considered on its own merit. An application must be submitted for each event even if the event occurs annually.

All venue rental applications must be submitted no later than six weeks before the event or applicants run the risk of the event not being able to be accommodated, even if the venue is available.

No application shall be deemed successful until the applicant and BLMC have entered into a written agreement or a permit has been issued.

Applications from organisations/persons in arrears or with a poor credit history with BLMC will not be considered. Furthermore, any venue bookings from organisations/persons, whose account goes into arrears after booking will have the booking withdrawn and any payments made will be forfeited.

Any desired changes to a venue rental after the agreement has been signed by both parties or the permit has been issued must be submitted in writing and are not deemed accepted until written confirmation from BLMC has been delivered. Confirmed changes may incur additional charges.

General Terms & Conditions to Expect

- BLMC reserves the right to remove any items left after the agreement period is complete and to dispose of the items or charge the successful applicant accordingly for storage.
- BLMC accepts no liability for any personal injury or injury to participants and third party vendors, loss or damage to belongings, equipment, decor or belongings of third party suppliers or participants sustained while on property, during, before and after the event.
- BLMC will not sign for or secure any event materials and deliveries when they are delivered. If deliveries are made and the successful applicant is not on site, BLMC will not be held liable for items. The same holds true for event materials not collected after the function has ended.
- Smoking is not permitted inside any indoor BLMC venue.
- Illegal drugs are not permitted on BLMC property at any time.
- Animals are not permitted on BLMC property unless consent is provided in writing in advance.
- Balloons are not permitted in any of BLMC's outdoor venues.
- No vehicles may be driven on BLMC lawns without advanced written consent from BLMC.
- At no time is a successful applicant permitted to make alterations to BLMC property, including, but not limited to, electrical, cabling, plumbing and/or structural without advanced written consent from BLMC.

Venue Rentals

BLMC is delighted to offer the following venues for rental applications for your next event:

DOCKYARD VENUES

Venue	Type	Rental Rate	Electricity	Water	Restrooms	Lighting	Approximate Size
The Shed	Indoor	\$4,000 per 24 hours	✓	✓	✓	✓	14,380 square feet
North Lawn	Outdoor	\$450.00 per hour	✓	✓	✓	✓	27,300 square feet
Victualling Yard	Outdoor	\$450.00 per hour	✓	✓	✓	✓	28,875 square feet
Cross Island	Outdoor	To Be Negotiated	✓	✓	✓	–	392,040 square feet
Black Bay	Outdoor	See Day Permit Fees	–	–	–	–	47,732 square feet
Parson's Bay	Outdoor	See Day Permit Fees	–	–	–	–	17,238 square feet
Lodge Point Park	Outdoor	See Day Permit Fees	–	–	–	–	164,403 square feet
BIV Field	Outdoor	See Day Permit Fees	–	–	–	–	85,920 square feet

Dockyard Venue Requirements

- If electricity and/or water is required for the event, the BLMC Electrician and/or Plumber must be hired for a minimum of 4 hours.
- If public restrooms are required outside of BLMC business hours, a BLMC Custodian must be hired for the entire duration.
- Events held on BLMC property must offer vendor opportunities to BLMC tenants free of charge and events requiring food and/or beverage services must use BLMC tenants unless alternative arrangements have been agreed to with BLMC in writing in advance.
- Events held on BLMC property must use a BLMC approved security company for all security requirements.
- BLMC team members must be granted full access to events on BLMC property for reasons such as trouble shooting, online content creation and so on.

SOUTHSIDE VENUES

Venue	Type	Rental Rate	Electricity	Water	Restrooms	Lighting	Approximate Size
Clearwater Beach	Outdoor	See Day Permit Fees	✓	✓	✓	–	
Turtle Beach	Outdoor	See Day Permit Fees	✓	✓	–	–	

Southside Venue Requirements

- Events held on BLMC property must offer vendor opportunities to BLMC tenants free of charge and events requiring food and/or beverage services must use BLMC tenants unless alternative arrangements have been agreed to with BLMC in writing in advance.
- Events held on BLMC property must use a BLMC approved security company for all security requirements.
- BLMC team members, Park Rangers & all authorized officers must be granted full access to events on BLMC property for reasons such as trouble shooting, online content creation and so on.
- You may not sell any items (i.e. alcohol) unless written permission from BLMC is given



Day Permit Fees

Price	Description	Deposit Required
No Charge	0 - 50 attendees	–
\$100.00	51-150 attendees	–
\$300.00	151 - 300 attendees	\$200.00
\$1,000.00	300 - 1,000 attendees	\$500.00
To Be Negotiated	1,000 + attendees	\$1,000.00

Venue Deposits

Price	Description
\$1,000.00	Reserve Venue "in Case of" Fee
\$1,000.00	Refundable Damage Deposit
50% of the Rental Fee	Security Deposit

Service Fees

Price	Description
Free	Electrician Fee Weekdays 8:30am to 4:00pm
\$135.00/hr	Weekdays 4:00pm to 8:30am
\$135.00/hr	Weekends & Holidays 8:00am to 12:00am
\$225.00/hr	Weekends & Holidays 12:00am to 8:00am
Free	Plumber Fee Weekdays 8:30am to 4:00pm
\$100.00/hr	Weekdays 4:00pm to 8:30am
\$100.00/hr	Weekends & Holidays 8:00am to 12:00am
\$135.00/hr	Weekends & Holidays 12:00am to 8:00am
Free	Custodian & Waste Management/Removal Fee Weekdays 8:30am to 4:00pm
\$90.00/hr	Weekdays 4:00pm to 8:30am
\$75.00/hr	Weekends & Holidays 8:00am to 12:00am
\$90.00/hr	Weekends & Holidays 12:00am to 8:00am
\$40.00/hr/person	Event Security

Non-Compliance Penalty Fees

Price	Description
\$300.00	Cleaning Fee
\$560.00	Cleaning Fee - The Shed
\$125.00/day	Fee for Leaving Event Materials Past Due
\$300.00/half hour	Fee for Event Persisting Beyond End Time

Venue Rental Fees

Venue Rental Fees are charged for the duration of the event only, while setup/breakdown time is agreed in writing in advance to accompany the rental. Should the event setup and/or breakdown require a public area to be blocked, the Standard Venue Rental Fee will be charged for this time as well.

Full payment of Standard Venue Rental Fees are due one week prior to the event unless other arrangements have been made in writing. Failure to make this payment could result in event cancellation. If a decision is made 4 weeks prior to the scheduled event date to postpone the event and the booking is rescheduled within a six week period of the original date, any fees paid may be credited toward the new date. If the event is postponed for later than the 6 week period or with less notice than the required 4 weeks, the Applicant runs the risk of forfeiting fees paid.

Day Permit Fees

Day Permits are non-refundable, issued on a first come, first served basis and are based on the number of attendees. Full payment of permit fees are due one week prior to the event unless other arrangements have been made. Failure to make this payment could result in event cancellation.

Permits will be available for collection from BLMC reception two business days prior to the event and will include a visual of the awarded area.

Awarded applicants must remember the following: (1) bonfires are not permitted unless written permission is awarded; (2) generator usage and/or fun castle installation must be specifically requested; (3) Tickets, food/beverage and product/service sales are prohibited unless written permission is awarded; (4) BLMC team members may inspect the awarded site at any time to ensure regulations are being adhered to; (5) all litter must be removed by the permit holder immediately after the event unless a waste management plan is agreed upon in writing; and (6) no pets allowed on the beaches during the summer season (April to October).

All barbecuing must be done with proper metal barbecue equipment. Coals and ashes must be extinguished and properly disposed of. Burying hot coals and/or throwing them in the ocean is prohibited.

Refundable Damage Deposit

A damage deposit is required for each Venue Rental (Indoor & Outdoor) and is due at the time an event license is signed. If the venue is left in its original condition, the damage deposit will be refunded in full. If any cleaning is required and/or penalty and/or property damage fees are incurred, the full damage deposit is kept and the organiser will be charged for any costs in excess.

Security Deposit

The security deposit is non-refundable, required for each Venue Rental (Indoor & Outdoor) and is due at the time the event license is signed.

The security deposit will be refunded only if a written cancellation notice is made at least 60 days prior to the event date. If the event is in an outdoor venue and is cancelled with less than 60 days notice due to unforeseen inclement weather, BLMC will only retain the amount the event preparation has cost.



For enquiries, contact:

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