

# Frequently Asked Rental Questions

## Is there wifi Wi-Fi at the Hall?

Wi-Fi information can be found on the **whiteboard behind the bar** when you arrive.


## Do you have caterers on site?


We do not provide catering. However, the following local caterers have been used by renters in the past:

### **Rustic Farm Girls**


 [2rusticfarmgirls@gmail.com](mailto:2rusticfarmgirls@gmail.com)


### **Back Forty Barbeque**

 [bbq@the-back-forty.com](mailto:bbq@the-back-forty.com)

 780-266-9399

### **Double L Catering**

 [doublelconf@mcsnet.ca](mailto:doublelconf@mcsnet.ca)

 780-623-0663

Renters are welcome to use any licensed caterer of their choice.

## Do I need a Liquor Licence and PAL Event Insurance?

Yes. **PAL Event Liability Insurance** is required for all bookings, even if alcohol is not being served.

- A minimum of **\$3 million liability coverage** is required
- The **Athabasca District Agricultural Society must be named as additional insured**
- Proof of insurance must be submitted **at least 30 days prior to the event**
- If alcohol is being served, an **AGLC Special Event Liquor Licence** is also required

## Where can I apply for PAL Event Insurance?

**Private Events – Special Event Licence:**

<https://aglc.ca/event-licence/>

**Public Events (open to the public):**

<https://licence.aglc.ca/onlinelicensingportal/app/landing>

**PAL Insurance Brokers:**

<https://www.palcanada.com/index.php/en-us/policies>

## Where can I apply for a Liquor Licence?

You can apply for a **Private AGLC Special Event Liquor Licence** here:

<https://aglc.ca/event-licence/>

## Are tables and chairs included in the rental?

Yes. **Rectangular tables and chairs are included** in the rental price.

**Round tables** are available for an additional fee.

## How many tables and chairs are available?

- **Chairs:** 200
- **Rectangular tables (8 ft × 3 ft):** 24
- **Round tables (additional cost):** 11

## What is the maximum capacity of the Agriplex Hall?

- **300 people** with non-fixed seating
- **250 people** when tables and chairs are set

Capacity limits must be followed at all times.

## Is there a space available for wedding ceremonies outside the Agriplex Hall?

Yes. Wedding ceremonies may be held:

- Outdoors on the Ag grounds, or
- Indoors on the **cement side of the Big Coulee Barn**, separate from the Agriplex Hall.

## What time can we access the hall for setup and cleanup?

Access times will be confirmed at the time of booking. All setup and cleanup must occur within the approved rental timeframe unless otherwise arranged.

## Is a kitchen available for use?

Yes. Kitchen access is available for an additional fee. It is included in weekend rentals. Please confirm availability and inclusions when booking.

## Is there a bar area available?

Yes. Use of the bar area must comply with all AGLC liquor licence requirements.

## Is parking available on site?

Yes. Parking is available on site for guests.

## Is a booking deposit required?

Yes. A **booking deposit is required of \$200** to secure all rentals.

## Is a damage deposit required?

Yes. A **damage deposit is required** for hall rentals. Deposits are refundable provided there is no damage or excessive cleaning required.

## When is the remaining balance due?





The remaining rental balance must be paid **prior to the event**, as outlined during the booking process.

## What is your cancellation policy?

A minimum notice of 120 days is required for cancellations. Booking deposits may be non-refundable if adequate notice is not provided. Special circumstances may be reviewed on a case-by-case basis.

## What decorations are allowed in the hall?

To protect the facility, the following rules apply:

-  No glitter, sparkles, or confetti
-  No pins, tacks, nails, tape, or screws on walls, ceilings, tables, or roof
-  No popping champagne inside the Agriplex
-  Roof decorations must use **magnet hooks only**

Damaged ceiling tiles may result in additional charges.

## Is smoking or vaping allowed?

No. **Smoking and vaping are not permitted inside the hall.**

- Smoking is allowed outdoors only
- Cigarette butts must be disposed of in proper receptacles
- Any cigarette butts found on the grounds must be cleaned by the renter

## Who is responsible for damages or personal belongings?

The renter is responsible for:

- Any damage caused by guests, vendors, or contractors
- Ensuring all rules and capacity limits are followed

The Athabasca District Agricultural Society is not responsible for personal loss or damage.

## Are dogs allowed on the property?

Yes. **Dogs must be on leash at all times** while on the property.

## What are the rules for camping on site?

### Camping

- Campers and tents are permitted in designated areas
- **No power or water hookups** are available

### Fires

- Allowed only if there is **no fire ban** in the Town of Athabasca
- Firewood and supplies are not provided
- **6 fire pits and picnic tables** are available
- Fire pits must be cleaned after use

### Fireworks

- Not permitted without prior approval
- Additional liability insurance is required if approved

### Other Site Rules

- All garbage must be cleaned up
- Cigarette butts must be disposed of properly
- Camping area cleanup is **not included** in Wedding Package cleaning

## How can I pay for my rental?

The **preferred method of payment for hall rentals is credit card.**

Other payment methods may be accepted upon request and approval.

- Deposits and rental fees must be paid by the deadlines provided
- Damage deposits are refunded after the event, provided conditions are met
- Refunds are typically processed within **30 days following the event**

