Stepping Stones Facility Rentals
10943 Brooks Road
Deroche, BC, V0M 1G0

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Stepping Stones Retreat Society (Stepping Stones) is a non-profit organization that operates a Bible Camp in Deroche, British Columbia. Stepping Stones exists to encourage youth to know Christ more deeply.

Stepping Stones operates on a 160 acre mountainside property. Our property has a humble assortment of old farm buildings with a magnificent vantage point over the eastern Fraser Valley along with a slice of steep mountain side. The mixture of humble existence combined with the joy and wonder of the views is simply captivating and speaks to the message of the Bible Camp.

We share our property and facilities with people and groups who are looking for a wedding at an exceptional location, a family reunion, company team building, or a quiet retreat.

You've probably already checked out all the photos of our property and facilities on our website.

At Stepping Stones, our decisions, attitudes and behaviours are always: Gospel-Saturated (Holy), Joy-Filled (Happy), and Safety-Focused (Healthy). We love renting to Rental Parties who share our values!

To ensure you have a great experience at Stepping Stones, we have outlined Rental Expectations in the following pages. Prior to booking, a Rental Party representative will need to sign and submit the Rental Agreement.

We look forward to seeing you at Stepping Stones!

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Rental Expectations

General Grounds / Buildings:

- The earliest arrival time is 3 pm and the latest departure time is 11 am for all overnight rentals unless otherwise arranged with the booking coordinator.
- The earliest arrival time is 8:30 am and the latest departure time is 11 p.m. for all day use rentals unless otherwise arranged with the booking coordinator.
- Because Weddings are hosted separately by Stepping Stones, Rental Party may not use the facilities for a wedding or wedding reception. Misusing the Rental may incur significant damages.
- Our property managers will be on call during the period of your rental.
- A booking does not guarantee exclusive use of the grounds. There may be other rentals, RVs, campers, children, etc on the property during the event date. Shared access includes: pool (when available), trails, firepit, slip n slide, clubhouse games room, clubhouse washroom/shower facilities, volleyball court, chapel, tent use (when available), hall washroom/shower facilities.
- Rental Parties are expected to respect the Property Managers and keep a respectful distance from their place of residence.
- Pets are not permitted on the property.
- No linens are provided. Rental Parties are expected to bring their own bedding, sleeping bags and towels.
- Rental Parties are not permitted to enter buildings on property that have not been rented.
- All smoking must be done in designated smoking areas only. All cigarette butts must be disposed of in a cigarette bin.
- All garbage must be collected and placed in the secure receptacles provided to keep the grounds clean and minimize attracting wildlife.
- No firearms / fireworks are permitted on the property.
- Quiet time is no later than 11 p.m., after which there should be no outdoor activities or loud indoor activities going on.
- WiFi is available for reasonable use. Excessive use of WiFi for purposes such as live streaming of Netflix (or similar entertainment products), data downloading, or gaming is not permitted and may incur additional charges.
- Campfires are only permitted in the designated fire pit, when there are no fire bans in place. Wood is provided upon request.
- Furniture must not be removed from any building, and mattresses must stay on beds at all times.
- The facilities must be left neat and tidy upon departure.
- Kitchens must be left in good order with all items returned to their places and equipment wiped down and left as found. A list of simple expectations will be provided in each rental unit.
- Adequate adult supervision is mandatory. One adult to eight youth is the absolute minimum ratio required.
- Fireplaces must be used responsibly. Please contact the property managers if you need help.
- Sports equipment (other than those noted above) is not available for rent.

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Guests of Rental Parties

- Guests must be kept to a minimum. Guests include anyone not staying on the property overnight. Guest groups of over 10 people will be required to pay a day use fee.

Behaviour Expectations

- All members of the Rental Party are expected to respect the property and Stepping Stones Retreat Society by:

  - speaking and acting in ways that respect others and see the good in others
  - taking appropriate care of the property and facilities and leaving things the same or better than they were prior to the Rental
  - not taking offense or any action against Stepping Stones for upholding or promoting their views or ideologies

Parking:

- All members of Rental Party may drop off any items to their rented facilities or accommodations.
- Following drop off, all vehicles must stay parked in designated parking areas, camp sites, and RV sites.

Wildlife:

- If wildlife is spotted, the Rental Party should not engage with or provoke the wildlife, but give it space to leave.
- If wildlife is aggressive, the Rental Party must enter the closest enclosed building, close the doors and contact the property managers.
- Rental Party must obey all posted hiking rules.

Further details on wildlife safety and guidelines are outlined in our Wildlife Policy, which will be provided by Stepping Stones on request.

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Alcohol/Drugs/Liability:

-It is the responsibility of the Rental Party to obtain the applicable liability and permits required for their event:
a) If you are using the Lookout at Stepping Stones and serving liquor, you must obtain and show proof of a Liquor License (also known as a Special Events Permit), Liquor Liability and Special Event Liability. Your policy must list Stepping Stones Retreat Society as "Additional Insured" and be in the amount of $3,000,000.
b) If you are using the Lookout at Stepping Stones and you are not serving alcohol, you must obtain and show proof of Special Event Liability. Your policy must list Stepping Stones Retreat Society as "Additional Insured" and be in the amount of $3,000,000.
- Safety, stewardship and Christian responsibility must be shown with regards to the consumption of alcohol.
- All alcohol must be consumed inside the hall or in the immediate surroundings.
- The use or possession of non-medically prescribed drugs is strictly prohibited.
- Use or possession of marijuana in any form (unless medically prescribed) is not permitted.
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To obtain a Liquor License (also known as a Special Events Permit), head to www2.gov.bc.ca. Proof of permit is required one week prior to your event.

To obtain Liquor Liability and Special Event Liability, head to www.palcanada.com. Proof of Liability Policies are required one week prior to your event. Alternatively, please contact Jonathon Luiten from Valiant Insurance Brokers Inc. and he will assist you. He can be emailed at jluiten@valiant-insurance.com.

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Hall Use (if applicable):

- The hall may only be used if rented, hall washrooms are available for your use when no one else has rented the facility. Clubhouse washrooms are available during times when the hall facilities are not available.
- The Rental Party is aware that there is no generator on site for the Hall. Stepping Stones will be in no way indebted to the renter if any mechanical or power outage occurs and affects your event.
- It will be your responsibility to set up / take down for your event including chairs, decorations, linens, florals and all objects not owned by Stepping Stones.
- Tables will be set up prior to your arrival for your use.
- Garbage and recycling must be in closed bags in the secure receptacles provided in order to keep the grounds clean and minimize attracting wildlife.
- No nails, staples, glue, tape, tacks or like materials may be used.
- No confetti, glitter, sparklers, rice, or any like materials may be used.
- Candles may only be used cautiously in the fireplace hearth area and table tops only. If using candles, drip-less candles or floating candles are mandatory, must be stationary and enclosed in non-flammable containers. Battery operated tea lights are recommended.
- Fireplace may be used if arranged previously, wood will be provided. Renter must provide a designated individual who will be responsible for the fire.
- Furniture must not be removed from the hall under any circumstance.
- No climbing and/or standing on tabletops/chairs is permitted.

Commercial Kitchen Use (if applicable)

- Rental Party will be provided with a checklist of expectations upon arrival.
- Rental Party agrees to fill out this checklist and follow posted instructions and procedures.
- Kitchen must be left the way it was found, with all dishes cleaned and returned to storage.
- Depending on use of Kitchen, Kitchen Head may be required to have their Foodsafe Certification. The Booking Coordinator will confirm this prior to your rental. Proof of Foodsafe Certification may be required.
- Rental Party agrees to notify the Booking Coordinator in case of any broken dishes or damages to the appliances and equipment.
- If any damages are incurred to the Commercial Kitchen appliances or equipment, the Rental Party will be charged a $400.00 damages fee.

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Pool Use

- Usage of the pool will be included in all rental fees.
- Renters must obey all posted pool rules.
- No lifeguard will be on duty.
- All members of the Rental Parties swim at their own risk and Stepping Stones takes no responsibility for injury or death resulting from use of the pool.
- Adult supervision is required for all children under 12 using the pool. Adults must be present when children under 12 are using the pool at a ratio of 1 (adult) to 3 (children). Where this ratio cannot be met (for example school groups or faith groups), the Renter must:

    1. provide their own lifeguard and
    2. require each person (or parent / guardian) in the Rental Party to sign a Pool Waiver, accepting responsibility for the use of the pool, acknowledging risks associated with using a pool and insufficient supervision.

- Pool hours are from 8:30 am - 10 pm each day from May through October.
- The pool may not be used when the pool is closed or the pool cover is in place.
- Exclusive use of the pool is not guaranteed, and your rental group may be sharing the pool with other renters.
- The pool may be closed for periods of time due to maintenance or private events, at which time Signage will be posted.
- Pool heating must be requested prior to the rental and is an additional cost of $150 base fee +75$/day.

Further details on pool operation and safety are outlined in our Pool Policy, which will be provided by Stepping Stones on request.

Cleaning

- All accommodation rentals will be charged a cleaning fee for the facilities rented with no exceptions.
- Overnight accommodations are expected to be left tidy, there will be a simple list of expectations in each unit rented.
- If these expectations have not been met the booking coordinator will notify the renters and charge them at $50/hour for all additional staff hours required, taken from the damage deposit.

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Cancellations

- In the event of a cancellation prior to six months of the start date of the rental, the deposit and all payments will be refunded to the Renter.
- If the cancellation is within one month, but before 7 days of the booking, all payments minus the deposit will be refunded.
- If the cancellation is within 7 days of the booking, 50% of the total rental cost will be refunded to the renter. Cancellations must be made in writing.

Deposit and Payment:

- To secure a rental date, the renter must pay a non refundable 20% deposit and submit a signed contract within 2 weeks of the initial rental inquiry. This 2 week period is a “soft hold” and deposits must be made within this period to secure your reservation.
- No “soft holds” can be made 4 weeks prior to the rental date.
- All rental and cleaning fees are considered payment for services rendered and must be paid in full one month prior to arrival. If payment in full is not received by one month prior the booking clerk has the right to cancel the booking and retain the deposit.
- Payment can be made by credit card of e-cheque. If an alternate method of payment is required, please contact the Booking Coordinator.
- Payment Card will be held on file in case of damages. The Rental Party agrees to pay for damages incurred during their rental.
- If damages are incurred, the Booking Coordinator will notify the Rental Party and charge the Rental Party 10% of their rental fee. Damages that exceed 10% (and/or the $400 Kitchen Damages Fee), including any parts and labour at $50.00/hour, must be paid for by the renter.
- Damages include, but are not limited to:
    - Damages incurred to the property or facilities
    - Use of any of the property, facilities, or onsite equipment outside of the Rental Expectations
    - Unexpected staff labour due to lack of Rental Party coordination/communication, or incomplete clean up after the rental
- Damages that exceed 10% or the Kitchen Damages Fee must be paid for by the Renter.
- If all expectations are met, no damages will be charged to the Rental Party.

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Rental Agreement

This agreement represents the entire agreement between the “Rental Party” and Stepping Stones Retreat Society (“Stepping Stones”). The Rental Party agrees to abide by the attached rental guidelines, Terms and Conditions and agrees to pay the appropriate fees as outlined herein. Because Weddings are hosted separately by Stepping Stones, the Rental Party agrees not to participate in or host a wedding or wedding reception on the property during the period of this rental. The Rental Party acknowledges that all or part of the deposit paid may be non-refundable as set out above and that misuse of the property may incur significant damages beyond the Damage Deposit.

The Rental Party acknowledges that Stepping Stones Retreat Society as an organisation and it’s representatives may have ideologies, beliefs and attitudes that could differ from those held by the Rental Party. Accordingly, the Rental Party agrees to respect, not take offense, or pursue any action against Stepping Stones for upholding or promoting their views.

The Rental Party acknowledges that they will be using the facilities entirely at their own risk and agrees that they shall make no claim or demand against Stepping Stones Retreat Societyor its employees and agents for injuries, including injuries resulting in death or loss, or damage to property, suffered or sustained by the rental party during their use of the facilities, and hereby waives as against Stepping Stones Retreat Society and its employees and agents all such claims or demands.

The Rental Party acknowledges that Stepping Stones Retreat Society does not bind property damage or liability insurance in respect of the use of the facilities by the rental party or in respect of any of the property of the rental party, including automobiles, which the rental party brings to the facilities. The rental party agrees that it will bind for its own account, whatever policy of insurance it deems advisable in respect of such liability or damage to property. The rental party shall further indemnify and save harmless Stepping Stones Retreat Society from and against any and all damage or expense suffered or incurred by Stepping Stones Retreat Society or its employees and agents and from all claims, demands, awards, actions and proceedings by whomsoever made, brought or prosecuted, arising out of the use by rental party of the facilities.

The individual signing this rental application on behalf of the Rental Party (“Renter”) agrees that they shall have primary responsibility for the conduct of the rental party during its stay at the facilities and has advised all members of the Rental Party of the Rental Expectations and applicable policies that all members of the rental party shall be directly responsible to Stepping Stones Retreat Society in respect of any of the matters described herein.

Agreed on behalf of the “Rental Party”:

Full Name: _____

Signature: _____ Date: _____.