

## **Sara Scout Hall: Schedule A**

25 feet wide by 35 feet long. One main room. There is a small front entrance for boots; small cloakroom, small table storage area, 2 bathrooms and a small kitchen (no cooking please)

Rental use includes:

Use of main floor, bathrooms, sink/fridge, cloakroom. Stove and cooking excluded. Basement excluded. Scouting equipment closets excluded.

Maximum attendance is 50, but it is loud, so 20-30 is recommended.

The Hall is used by Scout groups, so does have items displayed and is not professionally cleaned before each use.

### **Basic rules:**

No smoking, no incense candles, or open flames.

No alcohol

No cooking, thank you!

Please remove footwear

Please do not touch the Scouting equipment or artifacts (boxed, or in closets)

Please do not use any stored food or dishes.

Please do not photograph any Scouting youth (including displayed photos)

Feel free to decorate, but please remove by the end of rental use.

Please do not block any exits.

No animals (except service animals)

Use of the tables and chairs is permitted (at your own risk!)

Covid protocols: Per Alberta government, AHS, and City of Calgary municipal rules and subject to any further Scouts Canada Covid protocols on property. There are no current Scouts Canada applicable covid restrictions as of September 6, 2022.

### **Checklist when leaving the Hall:**

Paper, Garbage, Recycling collected and placed in receptacles

Tables and Chairs washed and dried

Tables & Chairs returned to start locations

Floors Swept, including washrooms

Toilets Flushed

All taps are closed off / not running

All food removed from fridge & freezer

All windows closed and locked

Thermostat turned down to 17 degrees Celsius

Interior lights turned off,

Please be respectful of the neighbours (noise etc).

Be sure both doors locked

Return key

**B: inventory:**

Main floor:

kitchen: stove, microwave, fridge, dishes, coffee maker, cleaning supplies, various food, scouting equipment;

Bathrooms (2) with supplies

Supply closet with Scouting supplies

Boxes of Scouting supplies including badges, camping gear;

Tables, Chairs

Misc Scouting equipment, crafts, and goods.

photo attached.

Emergency contact: per 2022: Ceri: 587-891-2283