



Columbia Valley Centre

Rooftop Patio

Rules & Regulations

Rental area consists of outdoor space after you step out of elevator at Rooftop level. The lobby below is a shared public access space and does not form part of the rental. No decorations or event items are permitted in the lobby, unless preapproved. The Lions Den (mezzanine on 2nd floor) is for Invermere Public Library users only and is off limits. Extra fees will be incurred if patrons of your event occupy that area.

1. All users of the Rooftop Patio are restricted to the date(s) and times booked for use.
2. All parties must pay all fees, sign a rental agreement, and purchase or provide insurance prior to use.
3. **Fire exits must remain clear and accessible at all times. Ensure gate at the bottom of the exterior stairway is unlocked to obtain proper fire egress escape access.**
4. No candles or open flames of any type are permitted for use on the Rooftop Patio, or anywhere within Columbia Valley Centre.
5. No confetti or glitter may be used on the Rooftop Patio. Helium balloons must be secured.
6. **DO NOT THROW ANYTHING OFF THE ROOFTOP.** Do not place anything near the edge of the Rooftop that could potentially fall. This could pose significant danger to people and property below.
7. No person shall possess liquor within a Park or at a Community Facility at any time, except where the liquor is possessed pursuant to and in compliance with a license under the Liquor Control and Licensing Act.
8. The Rooftop Patio must be left in the following conditions:
 - Patio furniture must be stacked and returned to storage area near elevator as per instructions posted by the elevator
 - Tables/furniture must be cleaned and returned to the storage area;
 - Garbage & paper/cardboard recycling must be put in the garbage (gray) and recycling (yellow) containers provided on the west side of the firehall, upper access;
 - Floors must be swept and spills cleaned;
 - Please ensure all outside doors into the facility are secure, including all loading doors.
 - Please lock the exterior gate with the cable and padlock provided and make sure the metal pin is secured.

NO ADHESIVES, NAILS, SCREWS, STAPLES, TACKS OR HOOKS
are to be used at any time. All decorations must be free standing.

**DAMAGE DEPOSIT WILL BE FORFEIT FOR NON-COMPLIANCE
OF RULES**

District of Invermere Main Office: 250-342-9281 Main Office Hours: Mon-Fri, 8:30-4:30

AFTER HOURS EMERGENCY CALL 1-866-918-3580

Fees apply for non-emergency call outs