

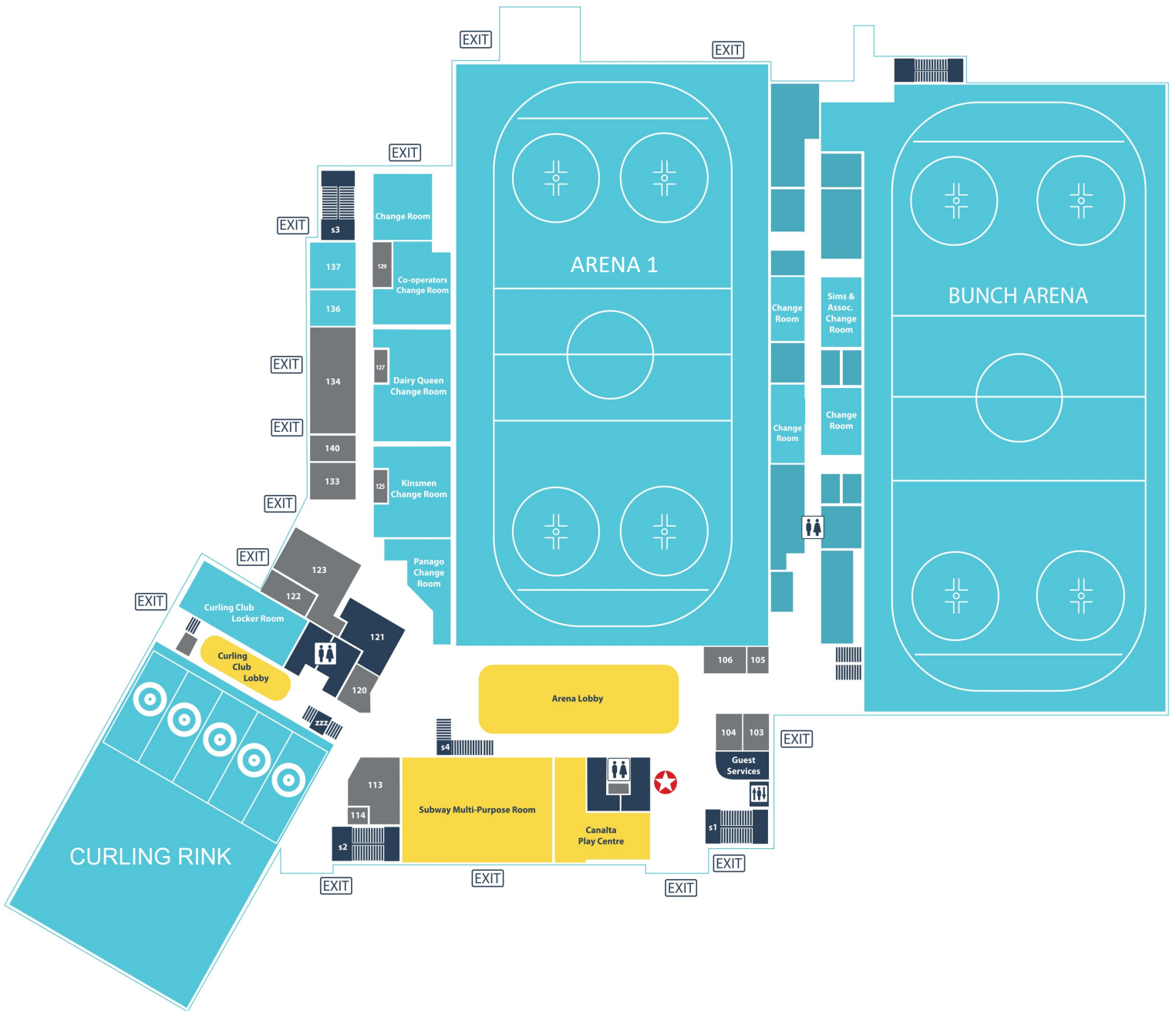


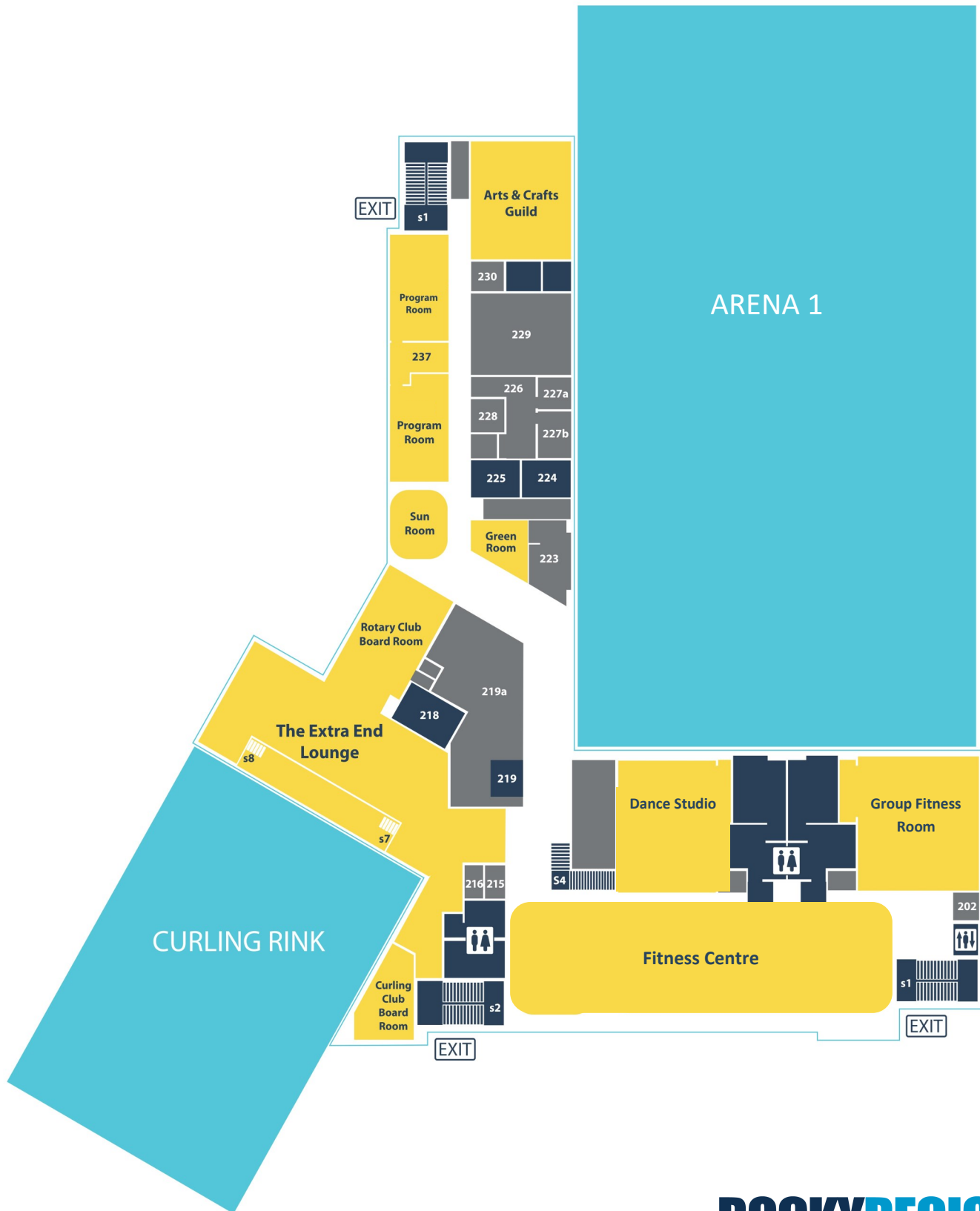
# ROCKY REGIONAL

## RECREATION CENTRE

Event Rental Package

403.845.3720 • [guestservices@rtrmh.ca](mailto:guestservices@rtrmh.ca)





# Room Information

Room / Facility (Ice Out Rates)	Size (ft <sup>2</sup> )	Max Fire Occupant Load	Rental Rate			
			Non-Profit		Commercial	
			Hourly	Day	Hourly	Day
<b>Curling Rink (Ice-out)</b>	11,000	270	\$36	\$236	\$48	\$428
<b>Arena 1 (Ice-out)</b>	15,770	805	\$58	\$397	\$78	\$568
<b>Arena 1 Fixed Seating</b>		350				
<b>Arena 1 Non-Fixed Seating</b>		805				
<b>Arena 1 Assembly</b>		1155				
<b>Bunch Arena (Ice-out)</b>	18,000	910	\$58	\$397	\$78	\$568
<b>Bunch Arena Fixed Seating</b>		650				
<b>Bunch Arena Non-Fixed Seating</b>		910				
<b>Bunch Arena Assembly</b>		1560				
<b>Extra End Lounge</b>	2,626	210	\$56	\$334	\$67	\$403
<b>Subway Multi-purpose Room 1</b>	807	45	\$35	\$201	\$45	\$268
<b>Subway Multi-purpose Room 2</b>	1,044	56	\$35	\$201	\$45	\$268
<b>Subway Combined</b>	1,851	90	\$56	\$334	\$67	\$403
<b>Rotary Board Room</b>	721	60	\$35	\$201	\$45	\$268
<b>Sun Room</b>	-	-	\$35	\$201	\$45	\$268
<b>Canalta Play Centre</b>	775	90	\$35	\$201	\$45	\$268
<b>Program Room</b>	452	30	\$35	\$201	\$45	\$268
<b>Group Fitness Room</b>	1,173	60	\$35	\$201	\$45	\$268
<b>Dance Studio</b>	951	60	\$35	\$201	\$45	\$268

\* Capacity of rooms will vary depending on the room set-up requested





### Extra End Lounge

Perfect for events with less than 200 people attending, the space features a fireplace, dance floor, bar and wired in mic and speakers. The room can be opened up to the adjoining Rotary Club Board room for additional space.

### Bunch Arena, Arena 1, & Curling Ice Surface

Suitable for large events such as trade shows, cabarets, conferences, concerts and ceremonies.

The space is equipped with extra power to support a wide range of needs.

Set up / Tear down fees may apply (Half Floor \$227 & Full Floor \$455).

Arena 1 Dimensions 190' x 83' Maximum occupancy is 805 people on ice out pad

Bunch Arena Dimensions 200' x 90.1' Maximum occupancy is 910 people on ice out pad



## Event Spaces

### Rotary Club of Rocky Mountain House Board Room

Created to host board room style meetings, the room features screen and projector along with versatile tables and executive chairs. The room has a wall of windows making it nice and bright and a movable wall that opens up to the Extra End Lounge. Maximum capacity for the room is 60 people.



### Subway Multipurpose Room

Versatile and functional, this space is complete with a movable wall divider, great for smaller trade show type events or larger meetings where a portable screen and projector can be added. The room features direct access into the Canalta Hotel Play Centre. Maximum capacity for the room is 90 people or when divided 45 for Subway 1 section and 56 for Subway 2 section.



### Program Room

Complete with portable tables that can easily be moved from board room to classroom style, the Room features a projector and screen, and a wall of windows. Maximum capacity for the room is 30 people.



## Catering

Catering is available on-site through the Centre Ice Grill. Those wishing to bring their own catering can do so in any space other than the Extra End Lounge. No on-site kitchen facilities are available to outside caterers.

*“The room was easy to book, the right size and having on site catering made the process very simple.”*

*- Jeannette Sandstra,  
Primary Care Network*

## Lobby

As the central hub of the building, the space is great for Farmers Markets, displays and event registration . It features ample power outlets and a view into our Arena 1.

## Lobby Market Style Table

\$23 per table \* ideal for ticket sales, registration or information



## Canalta Play Centre

Fun and interactive, the children's space is available for supervised family drop-in upon pre-booking or to be rented out for private functions. It's perfect for birthday parties and play groups and features play structures, children's table and chairs and wall games. The room also features direct access into the Subway Multipurpose room.

## Decorations

We welcome you to make your event your own. We ask that all decorations, posters, streamers or other fixtures be attached with sticky tack.



## Additional Equipment available with rentals upon request:

Screen	Coat Rack	Coffee Urn
Projector	Microphone	Stage / Risers (\$23/section)
Podium	Cooler/Fridge	Power Board (\$23/section)

## Table and Chair Rental — available for off site rentals:

- \$9.00 per 6' Table Rental
- \$1.50 per Chair Rental

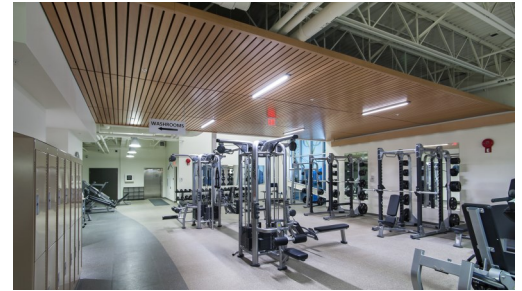
“We enjoy the bright large meeting rooms. The catering options are great and there is plenty of parking all within a friendly environment.”

- Lacey Anderson,  
TAQA NORTH Ltd.

## Recreation Spaces

### Fitness Centre

Our 2,500sq Fitness Centre features a variety of state-of-the-art cardio fitness, cable weight circuit and weight training equipment complete with change rooms and lockers.



### Group Fitness Room

Host to our eight spin bikes and our Synergy360 ultimate training unit for group or circuit training, the Group Fitness room includes a power pivot, heavy bag, monkey bars, climbing grips, kettle bells, medicine balls and TRX straps. The space is also available for private rentals.



### Dance Studio

Home to our fitness classes such as yoga and dance the space features 1,000 square feet of hardwood sprung flooring, two walls of full length mirrors, ballet bar, and an audio system with ceiling speakers compatible with any personal audio devices. The space is also available for private rentals.



## Community Profile

Known for its adventurous spirit and close proximity to Alberta's west country, Rocky Mountain House is Where Adventure Begins. Conveniently located within 2 hour driving distance from major centres such as Edmonton and Calgary and less than an hour to Red Deer, its location is prime. Well serviced by hotels, restaurants, and businesses the community is welcoming and boasts a healthy volunteer sector. The following pages outline an array of venues opportunities within the community suitable for hosting various sporting competitions and events.







Contact our Guest Services team to discuss availability. After a date is selected and the event is tentatively booked, a formal contract will be sent for you to review.



## Booking a Meeting

1. **Damage Deposit** - Not required for meetings, seminars, or educational events
2. **Payment** - Full payment for meeting room rental must be paid in full no later than two weeks prior to the event. If event is booked within the two weeks of the meeting, payment will be required at the time of booking.
3. **Should you need to cancel your booking** - Cancellation of bookings less than two weeks prior to the event shall result in the total loss of the rental charge.

## Booking a Major Event

1. **Secure booking by paying the deposit.** A non-refundable deposit of 50% of the final balance is required to secure the booking and must be paid within 72 hours of the booking. This deposit will be applied to the rental charges. Full payment of facility rental fees must be paid at least one (1) month in advance of the date booked.
2. **Submit a fully executed rental contract.** No agreement is confirmed until the contract has been signed by both parties and deposit has been received by the Town of Rocky Mountain House.
3. **30 days prior to the event, damage deposit, remaining balance of room rental charge and provide proof of insurance due.**  
If serving alcohol, the user must provide Host Liquor Liability Insurance in the amount of \$5,000,000 and the Town of Rocky Mountain House named as additional insured.

**Guest Services**

**403.845.3720**

**[guestservices@trmh.ca](mailto:guestservices@trmh.ca)**



*Recreation* & Community Services  
TOWN OF ROCKY MOUNTAIN HOUSE