



*Thetis Island Community Association*  
*Forbes Hall Criteria – Single Community Event*

We welcome all members of TICA and their guests who wish to use Forbes Hall.

The following criteria apply when using the Hall:

1). There are no Hall charges for events that are –

**TICA Member initiated and sponsored  
and  
An event to which the public is invited and in which they can participate**

A donation to TICA would be appreciated to cover the Hall costs.

Examples of *Single Community Events* include –

- Friends of Furries Fund Raisers
- Lady's Night
- Winter Solstice Celebration
- TICA Member Non-profit fundraising events
- TICA Member sponsored educational or leisure activity events

2). Sport related events require special consideration from the TICA board due to insurance restrictions and guidelines. Please contact a board member.

3). All *Single Community Events* are subject to a cleaning/damage deposit of \$200.00. This deposit will be refunded, subject to inspection by the Hall Manager.

4). All *Single Community Events* must have a TICA member sign the Community Event Contract as sponsor. The TICA member will assure that hall rules are adhered to and that the cleanup is satisfactory. If cleanup is unsatisfactory, the cleaning/damage deposit will be withheld. Hall Manager (HM) will make this determination in the presence of a TICA board member. If the hall or grounds have sustained damage that exceeds the amount of the cleaning/damage deposit, the TICA sponsor will be held responsible for those additional costs as documented by the HM and TICA board member.

5). If Alcohol is being served, the TICA Sponsor is responsible for obtaining a “Special Occasion License” (Liquor License).

For information about licensing, contact Licensing Administration @1-866-209-2111.

You must also ask if a “Serving It Right” Certificate is required for your event.

Copies of these forms must be enclosed with the Community Event Contract.

**Also, please note, Hall Capacity is reduced to 85 persons when alcohol is served.**

**Main Hall capacity maximums:** With chairs – 137 persons  
Tables and chairs – 108 persons  
Alcohol served – 85 persons

Thetis Island Community Association, Box 14-0, Thetis Island BC, V0R 2Y0