

Willowgrove Centre Rental Information

Since 1968 Willowgrove Centre has been serving churches and community groups in the Greater Toronto Area. Our beautiful 100-acre property is an excellent location for groups to hold a one-day event such as a picnic, family reunion, youth group activities or corporate training sessions. Scouts and Guides have been using the site for many years to host weekend retreats.

Our staff will be pleased to offer any assistance to help you run a successful program for your group. We can help you develop a program, customize your agenda or lead a session. Willowgrove has a variety of facilities for you to use during your stay.

Fee Schedule (as of January 2018)

Half day rental (four hours or less)	\$7.50/ person
Full day rental (over four hours) (departing before 10pm)	\$11.00/person
Overnight rental –one night, departing by 12 pm on the following day	\$18.00/person
Weekend rental (two nights) –two nights, departing by 12 pm the second day	\$30.00/person

*There is a 25 person minimum charge for the use of Willowgrove Facilities. A **\$100 dollar damage deposit is required to secure your booking**. This payment confirms your agreement to respect and uphold Willowgrove's rules and rental policies. If these rules and policies are respected your deposit will be deducted from your final fee. **Fees will not be charged for support persons who accompany persons with a disability who need the support to participate in Willowgrove's services and programs.**"

Exclusivity Please note that Willowgrove reserves the right to book more than one group on the same date. Please know that as a private organization we do not allow public access but be advised that members and staff do have access to the property, including the use of open facilities such as washrooms, out houses, and barns. Specific buildings such as the dining hall, pavilion or portables should be reserved in advance to ensure exclusivity. Groups wishing to have exclusive use of the Willowgrove property may upgrade to "exclusive use". An additional fee of \$200 applies.

Insurance Policy Information

The Willowgrove Centre requires that each renting group have liability insurance covering all people who will be on-site for a minimum of **\$2,000,000**. Please include the name of your insurance provider, the policy number, and the expiry date of the policy on your registration form. In addition, Willowgrove requires that you bring a copy of your insurance policy on the date of your visit. ***If your group does not have insurance Willowgrove can carry you on our policy for a fee of \$35***

Spaces Available In Your Facility Rental

Dining Hall– Seats approximately 70 people and is attached to the kitchen. The dining hall is heated by furnace but also has a picturesque wood fireplace, a great indoor location for your group.



Kitchen- Attached to the dining hall and ideal for meal preparation or food storage. Our kitchen is equipped with a stove top oven, industrial sized grill, microwave, refrigeration & ample counter space.

Open air pavilion – Seats approximately 120 people. A great place to meet in warmer weather. Electricity and water are nearby, if needed.

Bunk Rooms – From September to June there are a total of 44 beds available in two different locations. All rooms have access to a washroom. **Note: Our site does not have shower facilities.** During the months of July and August we are unable to have overnight groups.



Other programs which are included in your rental at Willowgrove:

- Woodlot trails– seven acres of bush at the back of our property
- Barns – many animals and teachings spaces
- Haylofts – two hayloft playgrounds located above the barns
- Corn Maze – only during late summer and fall
- Playgrounds – there are two playground areas on the property
- Fire pits – there are two designated areas to build a campfire, fire wood is provided
- Sporting areas – basketball court, beach volleyball court, a soccer field and a baseball diamond

Policies:

Your rental agreement confirms adherence to the following rules and policies of Willowgrove listed below. Failure to act in accordance to these rules will result in a loss of your \$100 deposit and could result in your removal from the property.

1. Renters assume all risks, Willowgrove is not responsible for any injuries incurred on site
2. Willowgrove is a drug-free, smoke-free and alcohol-free environment
3. No weapons or fire arms are permitted on Willowgrove property
4. There is no hunting or fishing allowed on site
5. All camp fires must be made within the designated fire pits
6. Willowgrove is not responsible for your children, guardian supervision is required
7. Visitors must respect all "No Trespassing", "Staff Only" and "Out of Bounds" signage
8. Parking is limited to the designated areas, please keep all vehicles off the grass
9. For the health and safety of all our patrons and livestock, there are no pets of any kind allowed on Willowgrove property
10. A \$50 "Waste Removal" fee will be added to your invoice, unless you choose to take your group's garbage with you.

Frequently Asked Questions:

Will both children and adults be charged? Yes. However, children 2 yrs old and under and any support persons required for visitors with disabilities to participate in our programming, will not be charged.

Do we have to clean up after ourselves? Yes. We ask that you leave the site as you found it. In order to maintain our environmentally friendly mission statement we encourage waste-less rentals at Willowgrove. If you chose to leave your recycling and garbage for us to dispose of, a \$50 waste removal fee applies. You may leave your compost on site as we use it on our fields, but please ensure no plastic enters the bins.

Is the \$100 deposit refundable? No. The \$100 deposit secures your booking and is therefore no longer available to any other renters. As long as there are no damages to the facility this deposit will be subtracted from the total on your invoice.

Is there a certain time I need to check out for the morning? Yes. You must discuss the duration of your rental in advance with your host. If your group does wish to stay longer they will be charged the applicable rate. Any group staying later than 10pm will be charged as an overnight group and groups staying overnight must vacate the property before 12pm. If there are no other renters and you'd like to stay longer you can speak to your host.

Are we allowed to smoke or drink on site? No. Groups are not allowed to use alcohol, tobacco, or illegal narcotics of any kind while renting at Willowgrove. However, with proper licensing, we do make an exception for wedding receptions. If Special Occasion Permits and event insurance can be provided, guests may serve wine or champagne as part of the meal. This may only be served within designated areas. If these rules are not respected your group will forfeit your deposit and you may be asked to leave the facility.

Are there discounts? Yes. Groups of +100 renters save 5%, +150 save 10%, +200 save 15%. Also Willowgrove members and Mennonite constituency church groups receive a 15% discount. As a charity ourselves, we do not provide discounts to other charities.

Additional Activities Available

WAGON RIDES (for group /30 minutes, wagon holds approx. 25-30 people)
\$45.00 – tractor drawn wagon ride around the property, weather permitting.

SWIMMING POOLS (60 minutes)
\$35.00 – Rental includes one life guard for groups of up to 30. Extra lifeguards are needed in increments of 20. Each additional Life guards costs \$25/hour.

SNOWSHOES (per person/day)
\$5.00 - includes Snow shoes, lesson and instructed tour.

CRAZY CARPETS (for group/day)
\$10.00 – your group will receive the use of Willowgrove's crazy carpets for use within the designated areas, supervision is not included

OUTDOOR EDUCATION LESSON (for group of 30/60 minutes)
\$35.00 – Lessons by Willowgrove Staff: Orienteering, Map & Tree, Farm Animals, Wilderness Survival, Web of Life, Low Ropes, Team Building

PRAYER LABYRINTH (for group of 30/60minutes)
\$75.00 –Your group will receive a facilitated prayer walk through the labyrinth located in a secluded part of the Willowgrove property.

Contact Us:

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