



Annex C – CFB Wainwright Mess Function Rules

1. All alcoholic beverages must be purchased from the Mess and consumed on-site. **Outside alcohol is prohibited, this includes the use of alcohol for gifts.** For special drink requests please contact the Mess Manager to coordinate.
2. A private catering company must be used for your function. Please advise that there is no serving utilities or way of heating food items. They must be self-sufficient when providing this service to you. Please see recommended list of catering companies for your convenience. Proof of insurance coverage must be provided.
3. A DJ or band may be used for your function. Please advise that there will be no access to any equipment at the facility and they must be self-sufficient when providing this service to you. Proof of insurance coverage must be provided.
4. All food, dishes, decorations and garbage are to be removed at the end of event and put into the dumpsters in the rear of the building. Failure to do so may result in additional cleaning charges.
5. Bar staff are not authorized to give out any extra tickets or wine other than what has been authorized by the event OPI.
6. No one under the age of 18 is authorized to consume any alcoholic beverage. Anyone serving alcohol to minors will be asked to leave the premises.
7. Children must be supervised at all times.
8. Foot wear must be worn at all times.
9. The applicant is to ensure that all tables and chairs are returned to the original layout. Should this not happen then a setup charge will be directly added to your bill. A layout map in Annex F will be provided.
10. No tables or chairs are allowed on the dancefloor unless agreed upon for an indoor ceremony.
11. Attendees must have photo ID. (Anyone under the age of 25 will be asked for ID).
12. There is no cash back on debit. The closest cash machine is at the Canex Convenience store.
13. Smoking/Vaping is not permitted in the building and is only permitted in the designated smoking area. The mess does not have a Cannabis Smoking Area therefore it is not permitted on the premises.
14. Vehicles may be left in the parking lot, they will not be towed. Please do not drink and drive. There may be a check stop.
15. All patrons are to exit the building within 30 minutes after the bar closes. Patrons waiting for rides may do so in the entry way.
16. Any patrons causing a disturbance will be asked to leave the premises.
17. Please remind your guests that this is federal land and that there is zero tolerance for drugs and drinking and driving. There is a high possibility that the Military Police will have a check stop set up.

DATE: _____

SIGNATURE OF APPLICANT: _____