Gladstone Mountain
ranch & conference centre

Reservation Deposit and Refund Policy

A deposit fee of 30% of the gross rental rate is due at the time a reservation is confirmed. A Gladstone representative will assist you in determining this amount. This deposit payment must accompany the return of a fully completed 'Facility Use Agreement'.

Deposit cheques should be mailed and made payable to:

1766262 Alberta Ltd.
PO Box 1257
Blairmore, AB, Canada
T0K 0E0

Deposits are subject to the following refund policy in the event of a cancellation.

i.	Cancellation with minimum 180 days notice prior to event:	100% refund
ii.	Cancellation with 90 to 180 days notice prior to event:	50% refund
iii.	Cancellation with 60 to 90 days notice prior to event:	25% refund
iv.	Cancellation with less than 60 days notice:	No refund

Final payment of rental invoice is due two weeks prior to arrival. Funds are payable by **certified cheque, E-Transfer or bank draft**. No personal cheques, debit cards, or credit card payments are accepted on location at Gladstone.

Janitorial and Damage Deposit Policy

For all events and group bookings, we require a pre-authorization of credit card consent form completed. We will send this to you prior to your arrival. This is held as a janitorial and property damage deposit in the amount of $7500. These funds are not actually charged to your credit card but simply pre-authorized as a guarantee in the event damages occur. The authorization is then cancelled upon confirmation that the facility is left in a clean and orderly state (in compliance with Gladstone's cleaning check-list as provided at time of arrival) and that no property damages have occurred.

Any additional cleaning required by Gladstone staff will be billed at $50 per labour hour.
Any property damages will be billed for actual material/equipment repair costs plus $50 per labour hour. Renters must immediately notify Gladstone staff of any damages occurring to the property. Failure to do so will result in the forfeiture of the entire deposit. If necessary, any additional costs over and above the deposit amount will be invoiced to the Renter for payment.