



Robert Service Campground
120 Robert Service Way, Whitehorse Yukon
Campground@whitehorse.ca

✓ **CAMPGROUND BUILDING: LINDA RAPP LANDING**

This facility operates as a community hall and does not have staff on-site. Renters are responsible for all set-up, take-down, and clean-up, and these activities must be completed within the booked time.

Tours and key pick-up are available on ***Mondays and Thursdays between 12:00 pm and 4:00 pm***
Alternate arrangements can be made upon request by emailing campground@whitehorse.ca

The Linda Rapp Landing can be reserved at the following times based on availability and time of year:

Late May to Early September – 7:00 AM – 10:00 PM

Early September to Late May – 7:00 AM – 11:00 PM

A \$500 damage deposit is required for all bookings and can be by credit card, cheque or cash.

Floor Space = 1550 sq. ft.

Event Assets:

- 80 Chairs
- 10 tables, 6' round
- 5 tables, 8' rectangular

Room Capacity:

- 80 people with tables and chairs set up
- 100 people without tables

Amenities Include – Wifi, propane fireplace, Neat Board and indoor washrooms



Fees schedule including GST

Non-Profit Rates	For-Profit Rates
Daily Rate - \$577.50	Daily Rate - \$1,155.00
Hourly Rate - \$57.75	Hourly Rate - \$115.50

**Daily rates are provided to events that are 10 or more hours within a 24-hour period.*

Fireplace - To use the fireplace, set the thermostat to your desired temperature and the fireplace will turn on. The thermostat is located to the right of the double doors once you enter the Linda Rapp Landing. **Upon leaving space, please turn the thermostat down to 17 degrees.**

CAMPGROUND BUILDING: KITCHEN





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This facility operates as a community kitchen with no staff members on-site. The renter is responsible for set-up, take-down and clean-up, which must be included in the booked time.

The kitchen in the Robert Service Campground building can be reserved at the following times based on availability and time of year:

Late May to Early September – 7:00 AM – 10:00 PM
Early September to Late May – 7:00 AM – 11:00 PM

A \$500 damage deposit is required for all bookings and can be by credit card, cheque or cash.

Facilities Include – stove / oven, fridge, freezer, double sink, dish sanitizer, prep counter space, stainless steel surfaces, wifi and indoor washrooms.

Kitchen rentals do not include – cutlery, dishes, glassware or cleaning products. Individuals who book the space will need to bring the supplies that they need.

Please note that a temporary food permit is required for events where food will be served to the public. Additionally, a liquor license will be required for any events that serve alcohol.



Fees schedule including GST

Non-Profit Rates	For-Profit Rates
Daily Rate - \$315.00	Daily Rate - \$630.00
Hourly Rate - \$40.98	Hourly Rate - \$81.96

**Daily rates are provided to events that are 10 or more hours within a 24-hour period.*

Additional Information – When using the stove in the kitchen the exhaust fan should always be turned on. You can find the switch for the exhaust fan directly to the right of the outside door located in the kitchen.



CAMPGROUND BUILDING: ENTRY / EXIT PROCEDURES



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Key and Security Code Access – Keys and security system instructions can be picked up on the Monday or Thursday before your event, between **12:00 – 4:00 pm**. A valid photo ID is required to sign out a key.

When you pick up the key, the park attendant will review this handout and go over renter responsibilities. You will be required to sign the key sign-out form and assume responsibility for the space.

After your event:

- ✓ Ensure all windows are closed and secured.
- ✓ Return the thermostat to 17 degrees.
- ✓ Place the key behind the gate at the front desk.
- ✓ Set alarm and ensure the front door is locked.

Security System – ENTERING Campground Building	Security System – EXITING Campground Building
Unlock the door – The key will only grant access to the front door of the building.	Before arming the alarm – Ensure everyone is out of the building.
Disarming the alarm 1) Locate the keypad , found to the left of the doors. 2) Alarm Activation: A red light and continuous tone mean the alarm is armed. Enter your 4-digit security code within 60 seconds to disarm it. 3) Incorrect Code? Re-enter the 4-digit code correctly. 4) Disarmed: The alarm stops and the keypad light turns green . 5) Use the key attached to the door frame to unlock the panic bar for easy access.	Arming the alarm 1) Leave your key on the front desk , dropping it behind the gate. 2) Use the key attached to the door frame to lock the panic bar . 3) Enter your 4-digit code 4) The keypad will chirp, indicating a 180-second delay before the alarm activates. 5) Exit and Secure. Lock the side entrance door and double-check exterior doors before leaving.
Need Help? After-Hours Assistance: City's Trouble Line 867-667-2111	

Renters are responsible for any damage caused during the event or for not securing the building when leaving their event.