



# What's Happening In This Guide?

This Event Planning Guide is a resource for event planners and will provide you with an abundance of hosting options, and service providers and their contact information. In this guide you'll find helpful tips and information about hosting your event, tournament, or meeting, as well as listings of event services, including accommodations, facilities, food and beverage providers, and more.

Let us help make sure your guests are comfortable and enjoy their stay in 100 Mile House.



# What's Happening In 100 Mile House And The South Cariboo?

100 Mile House is located in the South Cariboo region of B.C. Well known for its abundant lakes, outdoor recreation, and resort and cottage life, it's an ideal location for hosting family reunions, weddings, and other gatherings. Our stunning landscape, rich history, and small-town charm offer the perfect setting for your event.

As the service centre for the whole South Cariboo, 100 Mile House also offers a full array of services you will need to make your event a success. We're the largest urban centre in the region, ideally situated to host conferences, meetings, and other large and smaller events.

We're also a warm, welcoming, and friendly community that has many accommodation and venue options to choose from! Whatever event you're planning, 100 Mile House is an excellent place to host it.

# Climate

In 100 Mile House we have more sunshine for your event, with 73% of available daylight full of sunshine! Discover the beauty of each season for your event, and help your guests to plan accordingly.



# Average temperature

	HIGH	LOW		HIGH	LOW
Spring	12°C	-2°C	Fall	10°C	2°C
Summer	22°C	7°C	Winter	-1°C	-12°C





# **How To Get Here**

100 Mile House is easily accessible, and our central location makes us a practical stop on many routes throughout the region. We're located on Highway 97 in the Interior of British Columbia, approximately a five-hour drive north of Vancouver. Our Visitor Centre is a great place to check in for directions and general information to make sure you and your guests find your event venue.\*

# **Learn more** ☑

\*Make sure to confirm your route with reliable sources when travelling into the backcountry or to resorts in the South Cariboo.



# It's All Happening In 100 Mile House



# Walkability

With an abundance of coffee shops, restaurants, and shops, the 100 Mile House downtown core can easily be explored by foot on your way to the community hall or the South Cariboo Recreation Centre.



### **Diverse Venues**

We have a venue to fit your needs, including meeting rooms, sports venues, large indoor venues, lakeshore resort settings or community halls.



### **Accomodations**

100 Mile House has nine hotels/ motels with 196 rooms available, along with camping at our municipal campground. Tourism properties in and around the South Cariboo offer another 352 rooms and 35 more campgrounds surrounded by beautiful scenery.



### The Great Outdoors

Your guests can enjoy our Marsh Trail, or Centennial Park trail to a beautiful, unexpected waterfall. You can also book Centennial Park for your event and enjoy a unique venue complete with the stage and washrooms.



# **Great People**

We're happy to welcome you and your guests with a smile and the best of small-town friendliness!



# A Snapshop of our Tourism Assets



123 Natural Attractions



33 **Culinary Attractions** and Food/Beverage **Providers** 



PHOTO: ALLEN JONES



15 Outdoor Recreation Attractions



4 Agritourism Attractions



14 Tour Operators



49 Fixed Roof Accomodations (548 rooms)



7 Culture and Heritage Attractions



13 Specialty Shops



37 Campgrounds (885 sites)



3 Indigenous Attractions



14 Meeting Venues



20 Festivals and **Events** 



22 Community Assets



16 Tourism Services

# **Resources To Plan Your Happening Event**

In 100 Mile House and the surrounding area, there's no shortage of venues, services, and activities to please every guest. Our service providers are friendly and capable, and ready to accommodate the needs of diverse visitors.

# Venues and Meeting places

Whether you require a meeting room, a large indoor venue, a lakeshore resort setting, or a community hall for your event, we have a range of unique choices surrounded by stunning natural beauty.

View a list of venues in 100 Mile House here ☑

# **Sporting venues**

Are you planning a sports tournament or a recreation event? We have quality facilities to host your tournament, and great local sports clubs with knowledgeable staff and volunteers. Facilities include:

- Ice arena
- ✓ Soccer fields
- Curling rink
- ✓ Agriplex
- Motocross track
- Cycling trails
- ✓ Walking trails
- ✓ Cross-country ski facilities
- Downhill ski resort
- ✓ Ball fields

- Rodeo grounds
- Bowling alley
- ✓ Pickleball courts
- Tennis courts
- Golf course
- Lakes galore



# Feature venues

# **MARTIN EXETER HALL**

A graciously appointed lecture and performance venue, this hall features an open foyer and bench-style theatre, with seating for up to 275 people facing a 478-square-foot stage. The hall is used for various events from the performing arts to memorials, concerts, auctions, and other community activities.

# **CENTENNIAL PARK**

Located in the heart of downtown, this vast park is known for its bandshell, playground, picnic areas, walking trails, dynamic waterfalls, skateboard park, and campground facilities. It's a real gem and worth a visit.



# **Accommodations**

100 Mile House has a diverse range of accommodations in town and throughout the surrounding area, from hotels and motels to B&Bs, guest ranches, lakeshore resorts, and more. Many of our area resorts accommodate reunions, weddings, and other gatherings.

View a list of accomodations in 100 Mile House here ☑

# Food providers

Celebrations featuring great food are integral to a successful event. Whether you are planning a group dinner at a restaurant or need catering services, 100 Mile House and the South Cariboo have a variety of delicious choices.

View a list of food providers in 100 Mile House here ☑

# Beverage providers

We have a great selection of beverage offerings too, from government and private liquor stores to local brewing options.

View a list of beverage providers in 100 Mile House here ☑



### **Event services**

Let our experienced local service providers show you how easy it is to create great memories and experiences for your event. Whether you need bartenders and bar services, a florist, event planners, party and equipment rentals, and so much more, we've got you covered.

View a list of event services in 100 Mile House here ☑

# Other event services

Safety and comfort are a priority at any event. Be sure to look into these services to ensure your event goes off without a hitch.

### **FIRST AID**

First aid is the responsibility of the organizer. You are encouraged to ensure your event has a fully stocked first aid kit easily accessible by event staff, volunteers, and attendees.

# **GARBAGE DISPOSAL**

We're proud to keep our town clean, and have the facilities to ensure that your event doesn't leave a mark.

View a list of other event services in 100 Mile House here ☑







# Churches

Many churches not only perform wedding ceremonies, they may also have reception hall rentals that could work for your event. We have more than 16 churches of a variety of denominations in 100 Mile House and the surrounding area. Make sure you connect with your church well in advance of your nuptials or event.

# **Volunteers**

Our residents are skilled and community minded. Their time, talent, and dedication make a huge difference in all aspects of our community. We're proud of our volunteer base and the efforts they demonstrate when they come together to create successful events.

# **Tour operators**

If you want to add some excitement, adventure, or sightseeing to your event, there's a range of outdoor options on offer. Match fishing, horseback riding, and other tour options with your guests for an experience they won't forget.

# Rainy day activities

100 Mile and the surrounding area offers activities that can be enjoyed no matter the weather. If a little rain falls, there are great options to enjoy indoors. You can also explore our great variety of speciality shops and restaurants too.

View a list of rainy day activities in 100 Mile House here ☑

# Annual and community events

The South Cariboo region offers diverse events that can be enjoyed by your guests as additional activities and entertainment throughout their stay.

# View the South Cariboo community calendar here [2]

If you have any questions about other events happening in 100 Mile House and the surrounding area, please contact the Visitor Information Centre.



# Something's Happening Here: Recent Events We've Hosted

100 Mile House has hosted a wide range of events, catering to visitors from near and far.



### ✓ SPORTING EVENTS

- Canucks Alumni Hockey Game, 2023; 750 attendees
- U15 hockey provincials, 2023
- BC Carpet Bowling Association Provincials, 2023;
   150 attendees
- South Cariboo Track & Trail Dirtbike Association Snow Drags, 2023



### ✓ COMMUNITY EVENTS

- Annual South Cariboo Women's Fair, 2023; 775 attendees
- March Into Spring Event, 2023; ~3,500 attendees
- Aaron Pritchett Party in the Park Concert, 2023; 950 attendees



### ✓ CONFERENCES/MEETINGS

- BC Trappers 75th Annual Convention & AGM, 2022;
   200+ registered attendees
- Northern Secwepemc te Qelmucw Citizen's Assembly, 2023; 400 attendees
- Gold Wing Road Riders Motorcycle Association Final Rally, 2022; 100 riders
- Cariboo Chilcotin Coast Tourism Association AGM, 2023









# Anything Can Happen: Tips To Being Prepared

Being prepared well ahead of your event will pay off. To kickstart planning your event in 100 Mile House, use the following list to custom build your own event-planning list:

# Determine the size of your event.

What is the purpose of your event? Is it a meeting, wedding, sports event? How many attendees are you hoping to attend?

# Select the date for your event.

To make sure your date does not conflict with an annual event, research the South Cariboo community calendar.

View the community calendar here

# Select a venue and confirm booking details.

What kind of insurance/permits does the venue require? Can alcohol be served? Before committing, investigate the requirements.

# Develop an event plan.

Recording every detail of your event will ensure you don't miss any tasks.

# Request estimates.

Some costs to consider:

- Room rental
- Travel for staff
- Food and beverages
- Insurance and other permits
- · Equipment rental
- Entertainment
- Speaker fees



# Create a budget for your event.

Record your costs from the list above and determine how much your event will cost—this will give you an opportunity to plan areas of savings.

### Create an event committee.

This could be as formal as an event manager or chair with sub-committees. Delegating tasks that can be performed leading up to the event to family and friends can also be a helpful way to organize planning.

# Identify guest speakers/presenters/ entertainment.

Confirm who is available, and create a schedule for each presenter with information about green rooms, directions, and pre-arrival times.

# Sell early-bird tickets.

If possible, offer early-bird registration to create excitement ahead of your event.

# Prepare your paperwork.

Make sure your registration forms are accessible, inclusive, and easy to use for all.

# **Tips For Planning A Happening Event**

# Where is your event?

- For events in the District of 100 Mile House, visit us at:

  <u>District of 100 Mile House</u>
- For events outside District boundaries, check with the Cariboo Regional District at: Cariboo Regional District

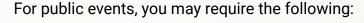
# Regulations

Whether your event is public or private, there are a few regulations to consider when planning your event.

- ✓ If you are serving liquor at your event, you'll need a Special Event Permit from the Liquor Licence Board.
  Apply for a Special Event Permit here ☑
- All business operators working at an event in 100 Mile House require a Business Licence.
  - Learn more about business licensing here □
- If you are playing music at your event, there may be associated fees.
  - Learn more about music licensing here [2]
- ✓ For regulations outside of 100 Mile House district boundaries, learn more at: <u>Cariboo Regional District</u> ☑







# ✓ Special insurance

Check with your own insurance company.

# ✓ Interior Health approval

If you're serving food at your event, you may need Interior Health's approval. Learn more about temporary food service permits here

# ✓ Public Events in Centennial Park

A Park Permit is required from the District of 100 Mile House.

Apply for a Park Use Permit here

### Parades and street closures

If your event is a parade or requires a temporary street closure, you must get permission from Council. To do so, you can email: <a href="mailto:district@100milehouse.com">district@100milehouse.com</a>

# Drones

If you're planning to use a drone, you need to know the regulations. Learn more about flying your drone safely and legally here

# ✓ Fireworks and open fires

- Fireworks in 100 Mile House also require permission.
   Contact the District office for more information here
- All open fires in District boundaries need a permit.
   Apply for a Burning Permit here ☑

# ✓ District lapel pins

The District of 100 Mile House will provide up to 35 lapel pins free of charge for your delegates or guests. The pins depict a red coach that is symbolic of the stagecoach that travelled to the South Cariboo during the Gold Rush days, one of which is on display at the Visitor Centre.

# ✓ Community service signage

For public community events, Community Service signage may be displayed at the north and south ends of town on Hwy 97.

Contact the District office for more information here





# **Questions?**

If you have any questions about regulations for your event, you can contact the District of 100 Mile House at: <u>District of 100 Mile House</u>

For other local information, contact the South Cariboo Visitor Centre and their friendly, knowledgeable staff will help you find the information you need.

Contact: South Cariboo Visitor Centre









We gratefully acknowledge that events in 100 Mile House and the surrounding region take place on the Traditional Territory of the Secwépemc People.

# **Notes**

