



## **ICE RENTAL POLICY**

### **Purpose:**

To establish ice rental policies and procedures for the Dundalk and District Community Arena.

### **Procedures:**

- 1) Ice time will be rented on the basis of signed contracts only.
- 2) A deposit of \$25 is required for one time users.
- 3) No subletting of ice time is permitted unless prearranged by the Facility Manager.
- 4) Each user will be charged in accordance with the current Fees and Charges By-law.

### **Priority:**

The following is the basis for allocating ice time within the Dundalk and District Arena.

- First Priority: Dundalk and District youth programs / activities.  
Second Priority: Dundalk and District adult programs / activities.  
Third Priority: Non Dundalk and District residents.

- Note: 1. Current users have priority over new requests.  
2. New requests are on first come, first serve basis.

### **Flooding/Maintenance:**

Flooding will be done on the user's time.

Up to ten minutes of additional time may be required to undertake repairs of holes or ruts in the ice that may endanger subsequent users.

Six dressing rooms are provided. User groups are to assign rooms according to need. Staff will only assign rooms for private rentals

### **Assessing the Ice:**

No users are allowed onto the ice surface until all maintenance staff and equipment have left the ice surface and the maintenance doors have been closed.

### **Care Givers during Public Programs:**

Care givers must be over 16 years of age.

Care givers who choose not to wear skates accept all inherent risks of the activity and may be asked to leave the ice surface if others safety is threatened.

**Use of Equipment:**

Chairs, sleds, strollers, or any other supportive devices are not permitted on the ice surface unless approved by the Facility Manager

**Improper Equipment:**

Persons who chose to not wear protective equipment accept all inherent risk of the activity.

**Cancellation Policy:**

Cancellation notice is required for any ice time previously booked by an organization. Failure to comply will result in fees being levied according to the following schedule:

Less than fourteen days' notice – full ice rate



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**DUNDALK AND DISTRICT  
COMMUNITY ARENA**

**RENTAL CONTRACT**

Contract Number: 1  
Date of Issuance:

The Township Of Southgate hereby grants \_\_\_\_\_ ( hereinafter called the "licensee"), represented by \_\_\_\_\_, permission to use the facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this agreement.

Purpose of use:

Conditions of use:

**NO PERSON SHALL SMOKE IN OR NEAR MUNICIPAL PROPERTY.  
FAILURE TO COMPLY WITH COUNTY BYLAW # 4872-14 WILL  
TERMINATE AGREEMENT AND RESULT IN LOSS OF ICE TIME**

Dates and times of use:

Facility: Arena Ice Surface

Day Mode	# of	Starting	Ending	Date
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Deletions:

Additions:

Total Amount of Rental: \$ \_\_\_\_\_ + GST = \$ \_\_\_\_\_

Payment Schedule:

The undersigned has read and on behalf of the licensee agrees to be bound by this permit/ license and the terms and conditions contained herein and attached hereto, and hereby warrant and represents that he/she executes this Permit/ License on behalf of the Licensee and has sufficient power, authority and capacity to bind the Licensee with/ her signature.

Signature:  
Date:

Authorized by:

## **DUNDALK AND DISTRICT COMMUNITY ARENA REGULATIONS**

1. The Township Of Southgate will not be responsible for personal injury or damage, or for the loss or theft of clothing or equipment of any applicant or anyone attending on the invitation of the applicant.
2. The applicant shall be responsible for the conduct and supervision of all persons admitted to the premises and grounds and shall see that all regulations in this contract are strictly observed.
3. The applicant shall pay for all damages to the property of the Dundalk District Community Centre arising from the use of the facility by the applicant and anyone attending the function being held by the applicant.
4. All property of the applicant brought into the Dundalk and District Community Centre must be removed after the contract time has expired.
5. It is the responsibility of the applicant to see that all persons admitted to the functions being held, have vacated the building and grounds promptly at the time specified by the contract. An overtime charge of the hourly ice rental rate in addition to \$20 per hour will apply if the applicant or anyone attending the function uses the facility beyond the time specified on the contract.
6. The Township Of Southgate reserves the right to cancel this contract without notice should there be a breach of the conditions or regulations or should the Recreation staff be of the opinion that the facilities are not being used for the purposes contained in the application.
7. The sale and / or the consumption of liquor are strictly forbidden without posted proof of a Liquor License Board of Ontario permit.
8. The Township Of Southgate reserve the right to place Police supervision at any event at the expense of the applicant.
9. Persons who chose not to wear proper protective equipment accept all inherent risks of the activity.

### **Facility Specific:**

#### **Arena**

1. A deposit of \$25 is required with any one time booking.
2. Facility Manager reserves the right to cancel any booking on two weeks' notice.
3. Emergency, Mechanical or Electrical breakdown may result in cancellation on short notice.
4. Dressing rooms must be vacated within 30 minutes of expiration of ice rental time.
5. Alcoholic beverages are not permitted in the dressing rooms.
6. Cancellation Policy:  
Cancellation Notice is required for any ice time previously booked by applicant. Failure to comply will result in fees levied according to the following schedule:  
Less than fourteen days' notice - full ice rate.