



## Village of Grand Manan Community Arena Rental Rules



1. All rental times are NON TRANSFERABLE and the renter is not permitted to sublet facility time without The Village of Grand Manan management's prior approval.

Hours of Operation            OCTOBER 2, 2017 – APRIL 2, 2018

**Monday – Sunday**

- Open – 9:00 AM

- Closed – 11:00 PM

Hours of operation may fluctuate depending on the ice booking/rental demand

2. 48 hour notice prior to rental time must be given to Village Office Staff for any cancellations in order for the renter to receive full refund. No refund will be granted for unused time slots or late cancellations.
3. If the ice condition is not considered in satisfactory condition by the renter, the renter must notify the Recreation Director, Village Office Staff or Arena Attendant immediately. In the event the condition cannot be corrected and the Recreation Director, Village Office Staff or Arena Attendant considers the ice unsafe for use, the ice time shall be canceled (or re-scheduled if possible) at no charge to the user.
4. Ice cleaning is normally after each hour's use according to the master schedule and any variances from that schedule will be charged to the renter.
5. Rates:  
Regular Users - \$ 60.00 Per Hour
6. A schedule for payment will be sent out at the first of each month. The payment is to be made from this, and there is to be no monthly carry over. Payments not made within a 15 day period will be subject to a late payment charge of 1.5% per month, compounded monthly. Cheques which are returned NSF will be subject to an administration fee of \$20.00.
7. Use of canteen space is available at no extra charge; canteen services are subject to separate agreements through the individual/company contracted for canteen services.
8. Renter's wishing to charge admission fees must receive authorization in advance by the Village. It is also the renter's responsibility to provide and pay for security if required by the Village. At the end of the allocated ice time, it is the responsibility of the renter to clean the Arena of patrons.
9. The Village of Grand Manan reserves the right to cancel this agreement or any reserved/booked times upon notification, or by reason beyond the control of the Village of Grand Manan, (weather, power outage, ice conditions, unexpected year-end playoff games, mechanical failure, or any other unforeseen conditions). Any monies paid for times cancelled by the Village will be refunded to the renter or credited to the renter's account.

10. The regular season is locked in October 2, 2017 to April 2, 2017 inclusive. You will be responsible for all ice in that time frame booked to your club or organization. The only exception to this is tournaments and/or Statutory Holidays.
11. Tournaments and special event requests must be submitted to the Recreation Director or Village Office Staff minimum 1 month in advance. Full tournament schedules must be submitted at least 2 weeks prior to the tournament, if this does not occur the Village reserves the right to change the organization full ice time use from 9 am – close for all days originally requested.
12. Dressing rooms shall be vacated thirty (30) minutes following the ice rental. Dressing rooms must be returned back in the general condition found. Players are responsible to pick up their garbage and dispose of it in garbage cans provided. Dressing room key is available upon request. The renter is responsible for returning the key – a replacement cost of \$10.00 per key will be billed to the renter if not returned. The Village of Grand Manan is not responsible for the security or loss of any articles in the dressing room.
13. The renter is responsible for any damage incurred to the facility or Village property/equipment because of any act or omission of the renter or group represented by or affiliated with the Renter, your members, users, and invited guests. In the event of any damage, the Village of Grand Manan will make any repairs necessary and the renter will be responsible for the repayment to the Village of Grand Manan.
14. Rental of the facility is based on 75 minutes per rental. No one shall enter the ice until the Zamboni and staff have left the ice surface and the doors to the surface are closed.
15. The Village of Grand Manan shall not be liable for any damage or loss of property brought into the facility in conjunction with the use by the Licensee or the group represented on the signed contract.
16. Renter agrees to follow and obey the Facility Rules outlined and to supervise and control all members of his/her group and to ensure that all members are aware of the rules and terms of this agreement.
17. The attendant on duty is in complete charge of the facility and his/her instructions are to be followed at all times.
18. All renters are responsible to ensure the safety of their users. Without limiting the forgoing, this would include all users wearing CSA approved safety equipment.
19. The renter must delegate a responsible person to remove the nets and slide the nets against the boards once the resurfacers has completed 1 full turn on the ice.
20. The renter must supply their own scorekeeper if they wish to use the score clock.
21. Users are responsible for securing dressings rooms with keys provided by the Attendant. The Village will not be responsible to any loss or theft of any team or personal property.
22. As the Village has contracts with canteen operators, giving those operators exclusive rights to sell food/beverages at the arena, no food or beverages may be served, sold or given away without prior approval of the Recreation Director or Village Staff.
23. The following activities are not permitted:
  - a) Alcohol is strictly prohibited on all municipal property, including dressing rooms. Ice users caught with alcohol on municipal property will have their ice times revoked.

- b) Smoking is prohibited in all areas of the building and perimeter on reference to the Provincial Smoke Free Places Act.
  - c) Any other activity that, in sole opinion of the Village Staff or representative of the Village of Grand Manan deemed inappropriate.
24. Any breach of the terms of this agreement by the renter or its members of his/her group (including invitees) may, at the Village's discretion, result in immediate termination of this agreement by the Village and forfeiture of any funds held by the Village of Grand Manan.
25. The Village may, but is not obligated to, abide by the following guidelines for suspension or termination of the agreement due to the behavior of the renter or its members regarding breach of contract agreement or the facility rules and regulations.
- a) 1<sup>st</sup> offence – Depending on severity – Verbal Warning. Staff may issue a verbal warning. This verbal warning will be documented and kept on file.
  - b) 2<sup>nd</sup> offence – Depending on severity – Written Warning. Renter will receive a written warning regarding its behavior or the behavior of its members.
  - c) 3<sup>rd</sup> offence – Termination of agreement.
26. The renter agrees that they are responsible for all ice time booked during the regular ice season.
27. This contract agreement and signature will be binding.