

2026/2027 Ice Rental Agreement

This Agreement, made in duplicate, this _____ day of _____ 2026/27,
between: Town of Dundurn and: _____ (hereinafter called
“Renter, Organization, or group”) for Ice Rental at \$ _____ per hour.

Date(s) of this rental: _____
(If more room is needed, please attach a sheet to the back of this contract)

Time(s) of Day are: _____
(If more room is needed to list times, please attach a sheet to the back of this contract)

All Rentals are Confirmed with Payment

Contact Information

Organization: _____
Primary Contact: _____
Address: _____
City: _____ Province: _____ Postal Code: _____
Phone #1: _____ Phone #2: _____
Email: _____

Terms & Conditions of this Agreement

(Please check each item as you read and agree to them)

- ☐ 1. **General:** All organizations wishing to utilize the Dundurn Sports Centre ***must adhere to the following policies*** as set out by the Town of Dundurn.
- ☐ 2. A responsible person (***coach or supervisor***) must attend all activities that they have booked. That person must also ensure that all team members are off the ice at the end of the ice rental time.
- ☐ 3. **Bookings:** No bookings will be considered confirmed unless the Rental Agreement has been completed and the necessary fees paid. To keep the booking, payment and agreement need to be received within 5 business days from day of booking. A credit card must be placed on file in case damages are incurred.

Applicant's Initials: _____

- ☐ 4. **Cancellations:** All cancellations will be refunded 60% up to 7 days prior to rental. If cancelled within 7 days of rental no refund will be given. (In the case of inclement weather, the Town of Dundurn will review and using the information provided, will utilize their best judgment to decide if a refund will be made or not.)
- ☐ 5. **Tournament Rental Deposit:** For tournaments, a deposit of \$150 is due at time of booking, with the remainder paid 14 days prior to tournament date. If the deposit is not received within 5 business days from day of booking the ice time will become available for rent.
- ☐ 6. **Tournament Cancellation:** All Tournament cancellations will be refunded 60% up to 7 days prior to rental. If cancelled within 7 days of rental no refund will be given. (In the case of inclement weather, the Town of Dundurn will review and using the information provided, will utilize their best judgment to decide if a refund will be made or not.)
- ☐ 7. **Admissions:** The Dundurn Sports Centre, and The Town of Dundurn, are not responsible for any admissions which may be charged by individual organizations or groups. Collection of the admission fees at the conclusion of each game or event is the responsibility of the host organization.
- ☐ 8. **Security:** It is the responsibility of the named organization/group to control abusive language, rowdiness of spectators and alcohol in prohibited areas. If the organization/group renting can not keep this under control the rink operator, or any member of the Dundurn Sports Centre, or The Town of Dundurn may step in and shut down the event taking place. If this happens, the organization will not be refunded and may forfeit any future rentals with the Dundurn Sports Centre. In this case it would be reviewed, and a decision will be made and handed down.

Expectations for Rentals

(Please check each item as you read and agree to them)

- ☐ 1. All children under the age of 13 years must always be accompanied by an adult.
- ☐ 2. All areas are to be left in the same condition as they were found. Any damages to the Sports Centre, whether accidental or malicious, will be the responsibility of the contact person(s) stated on the **Ice Rental Agreement**. Additional charges will be laid depending on the extent of the damage and failure to pay this for the damages, the group(s) will no longer be able to access the Dundurn Sports Centre and/or the Ice Rink until paid in full.
- ☐ 3. The Dundurn Sports Centre does not allow smoking, vaping, marijuana, chewing tobacco or any other substances to be used in its building. Anyone caught using anything that falls under the regulations for Tobacco will be asked to leave the Dundurn Sports Centre and may be

Applicant's Initials: _

banned for one (1) year from entering the Dundurn Sports Centre. Smoking is only permitted outside the building with a minimum 6 meters (20 feet) from doorways and air intakes.

- ☐ 4. All posters, flyers, pictures must all be approved by the Town of Dundurn prior to putting them up. Any posters, flyers, pictures put up without prior approval will be immediately removed. Posters, flyers, and pictures hung on walls must not leave any trace once removed. If it does, the cost to touch up paint will be billed to the contact person(s) named on the Rental Agreement.
- ☐ 5. Absolutely no pucks, balls, and horseplay that has the potential of causing damage is allowed any where in the Dundurn Sports Centre. It is the responsibility of the contact person(s) to oversee and control this matter. Failure to prevent this will mean charges to the organization and/or contact person(s) named on the Rental Agreement to fix any damages or repainting needed. If an employee of the Town of Dundurn must get involved, the named organization or person(s) will be asked to remove its group from the Dundurn Sports Centre.
- ☐ 6. Anyone allowing their team, organization, or group to be on the ice while the Zamboni is running will lose all privileges for further usage of Ice Rentals. **Do not allow any member of your team, organization, or group to access the ice until the Zamboni doors are closed.**
- ☐ 7. All designated areas used during rentals ***must be cleaned up and all garbage disposed of in the garbage cans.*** If cleaning staff must spend extra time cleaning up garbage, a charge will be invoiced and billed to the named organization and/or person(s) named on the Rental Agreement. This would have to be paid before future rentals are permitted.
- ☐ 8. Absolutely no alcohol drinks are permitted on/in the players/referee benches, or in the timekeeper's booth. If caught with alcohol on the ice surface or in the benches, that group or organization(s) will be asked to leave the Dundurn Sports Centre.

Applicant's Initials: _

Assumption of Risk

I/We _____ will not hold the Dundurn Sports Centre, or The Town of Dundurn liable or responsible for any damages and/or injuries to person(s) or property caused by my own or guests'/participants' negligence, intentional acts, or other fault, arising out of my use of the facility. The facility is not responsible any lost or stolen items. Any items left will be discarded.

I, _____ (print name), representing _____
(group) understand and agree to conform to the conditions set forth in this agreement.

(Signature of Primary Contact) Date: _____

(Signature of Ice Scheduler) Date: _____

(Signature of Administrator) Date: _____

Applicant's Initials: _

Security Deposit Authorization

The Town of Dundurn requires that a credit card be placed on file for all ice rental bookings at the Dundurn Sports Centre as a security deposit to recover the cost of any potential damages and/or fees that are incurred.

Consent to place credit card information on file includes agreement with the following:

1. I acknowledge that the credit card provided may be charged for late fees, cleaning fees, or damages due to renter/organization. There will be a credit card processing service fee applied.
2. I understand that additional charges will be laid depending on the extent of the damage and failure to pay this for the damages, the group(s) will no longer be able to access the Dundurn Sports Centre and/or the Ice Rink until paid in full.

RENTER/ORGANIZATION ACKNOWLEDGEMENT AND CONSENT

I acknowledge that I have read and fully understand this document and hereby authorize and consent to the Town of Dundurn to keep on file my credit card information until inspection by staff has been completed.

Name: _____
Address: _____
City: _____ Province: _____ Postal Code: _____
Phone #1: _____ Phone #2: _____
Email: _____

Credit Card Information:

Cardholder Name: _____
Card Number: _____
Expiry (MM/YY): _____ Security Code (CVC): _____

Signature: _____ Date: _____

Applicant's Initials: _____