

# Ice Rental Application



## BOOKING INFORMATION

CLASS Permit # \_\_\_\_\_

Main Contact:		Date of application:    /    /
Organization:		
Mailing Address:		
City:	Province:	Postal Code:
Email:		Cell: (    )
Alternate Contact:		Alternate Contact Phone: (    )

## INFORMATION ABOUT THE EVENT

**The renter will only be permitted on the ice the times outlined on the contract.**

**If you are planning on doing pictures or medals after a game, please book extra 15 minutes of ice or use dressing room.**

Tournament / Bonspiel / Event Name:		Number of Teams: _____
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Mixed		<u>Hockey:</u> If teams are Pee Wee or older, do you require a separate dressing room for girls? <input type="checkbox"/> No <input type="checkbox"/> Yes
Day and Date:	Start time:	End time:
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Day and Date:	Start time:	End time:

Facilities	Hours needed	Rate	Total
<b><u>CURLING ICE</u></b>			
<input type="checkbox"/> 1 sheet (6 to 10 people)	_____ x	\$ 61 / hour	= _____
<input type="checkbox"/> 2 sheets (11 to 18 people)	_____ x	\$122 / hour	= _____
<input type="checkbox"/> 3 sheets (19 to 26 people)	_____ x	\$183 / hour	= _____
<input type="checkbox"/> 4 sheets* (27 to 35 people)	_____ x	\$244 / hour	= _____
<input type="checkbox"/> Mandatory Instructor (1 for 1-2 sheets, 2 for 3-4 sheets)	_____ x	\$ 45 / instructor / event	= _____
<input type="checkbox"/> Bar Service <input type="checkbox"/> Host Bar	_____ x	\$ 57 / hour (3 hours)	= _____
<input type="checkbox"/> Cash Bar			
<b><u>ARENA ICE</u></b>			
<input type="checkbox"/> Adult, Arena 1 and /or 2	_____ x	\$252 / hour	= _____
<input type="checkbox"/> Minor, Arena 1 and / or 2	_____ x	\$217 / hour	= _____
Specify level _____	*Please consider:		
Hockey Alberta Sanction # _____	1 to 1.25 hour game – flood after the game		
	1.5 to 2 hour game – 1 flood during + 1 flood after game		
	2.5 to 3 hour game – flood after each period + after game		

\*Special rates available for multi day bonspiels.

**TOTAL:**

Please note that Banff residents are entitled to receive discounted rates. Rates will be confirmed on your contract.

## OTHER CONSIDERATIONS

Do you require tables for registration or raffle?     No     Yes (how many? max.5) \_\_\_\_\_

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Do you require a flip chart for raffle announcements?  No  Yes (how many? max.2) \_\_\_\_\_

Please indicate all activities that will apply to your event. Depending upon activities, applicants may be required to supply other documentation before final approval may be issued (i.e. insurance, liquor permit, etc.) **Note that some activities may not be approved.**

*If playing music in Arena 1 or 2, audio cables are not supplied.*

Microphone	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Arena 1 and/or Arena 2: _____
Photographer:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Vendor: _____
Contracted Organizer / Planner	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Vendor: _____
Admission charges?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Cost \$ _____

## INSURANCE and LICENSING

For tournament ice your certificate must include:

- A minimum \$2 million (per occurrence) of General Liability coverage and
- The Town of Banff and Her Majesty the Queen in the Right of Canada as represented by the Parks Canada Agency must be named as additional insured

It is the renter's responsibility to ensure that all required insurance or licenses are secured and provided to the facility booking staff **prior** to your event (i.e. Liquor License, and Liability Insurance, Vendor Business Licenses).

Town of Banff business licenses are required for vendors contracted by facility renters. You the renter are responsible to inform the Town of Banff of all vendors supplying services to your event. For more information about business licensing please contact 403-762.1215.

## FOOD and BEVERAGE

No commercial outside food and beverage permitted under any circumstances. Advance ordering/special pricing for groups is available from our on-site caterer. Please contact Oh Bento Banff at [asuka@ohbentobanff.com](mailto:asuka@ohbentobanff.com)

## CHANGES / CANCELLATION

If notice of cancellation or reduction of ice time is more than 30 days from date of event, 75% of the rental payment will be refunded. Less than 30 days from date of event no rebate or refund will be issued. **Refunds for Town of Banff facilities will be processed within 30 days.**

**\*Adjustments to the contract after confirmation will cost \$25/transaction.**

**I certify that we have read the above guidelines and agree to conform hereto and to be strictly bound thereby.**

## PAYMENT

Full payment is required at the time of booking to confirm your rental. Any facility booking that exceeds a total of \$1000 can be considered a unique, large scale booking and payment provisions can apply. In the case of a large-scale booking, a minimum deposit required is \$1000 or 25% of the total booking, whichever is greater.

A damage deposit will be charged to your credit card several days prior to your event and is conditionally refundable provided there is no damage to the facility or equipment as a direct result of your booking.

Name on the card:	Date of application:     /     /
*Credit Card # (M/C or Visa only):	Expiry:

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Recreation Facilities Booking Office  
The Fenlands  
P 403-762-1238 or 403-762-1113  
F 403-762-1262  
[rentals@banff.ca](mailto:rentals@banff.ca)