



## Glenwood Springs Community Center Ice Rink Rental Agreement

Please email your completed request form to Nicole Wenger at nicole.wenger@cogs.us. If you have questions, please email or call Nicole 970.384.6310.

Contact	_____		
Organization	_____		
	<input type="checkbox"/> Resident/Non-Profit	<input type="checkbox"/> Non-Resident/Profit	
Address	_____		
	_____		
Phone	_____	Email	_____
Rental Date(s)	_____	Start Time	_____ End Time _____
Activity	_____	Head Count	_____

### Rental Options

<input type="checkbox"/> Pre-paid Frequent Standing Ice Times (Agreement and deposit must be received prior to season)			
	50 – 200 Hours per Season (per hour)		\$167
	200+ Hours per Season (per hour)		\$200
Total Hours per Season	_____	Pre-Paid Total \$	_____

<input type="checkbox"/> Exclusive Use			
	Hourly Resident/Non-Profit Rate		\$211
	Hourly Non-Resident/Profit Rate		\$238
	Hourly Public School Group Rate		\$143
Total Hours Exclusive Use	_____	Exclusive Use Total \$	_____

<input type="checkbox"/> Additional Fees			
	Pre-paid Skate Rental (per pair)		\$4
	Hourly Additional Staff (required for every 25 participants)		\$25
Total Pre-paid Skate Rentals	_____		
Total Additional Staff	_____		
Total Hours Requested	_____	Additional Fees Total \$	_____

### Payment

<p><b>One half (1/2) of the total rental fee is due at the time of application; the remaining one half (1/2) is due <u>before</u> the scheduled rental time is used.</b></p>	<p>Pre-Paid Total \$ _____</p>
<p>Deposit Amount \$ _____ Date Received _____</p>	<p>Exclusive Use Total \$ _____</p>
<p>Final Payment \$ _____ Date Received _____</p>	<p>Additional Fees Total \$ _____</p>
	<p><b>TOTAL DUE \$ _____</b></p>

The City of Glenwood Springs ("City") and ("the Lessee") in consideration of the terms set forth herein, hereby agree to the following:

1. The City will make available the Glenwood Springs Community Center Ice Rink for the exclusive use of the Lessee. The Lessee will not sublease the Ice Rink.
2. The Lessee will comply with all applicable rules and policies of the City, as posted in the Ice Rink.
3. The Lessee shall provide proper supervision to ensure the protection of persons and property. Staff is there to enforce facility rules, not to supervise children. The Lessee will restrict all participants to authorized areas only. If the Ice Rink is rented for a youth activity, there shall be present at all times: one (1) adult, 18 years or older, per every twelve (12) children, present in the Ice Rink.
4. In the event it shall become necessary for the City to enforce any or all of the terms, covenants and conditions of this agreement, the Lessee agrees to pay all expenses incurred by the City in so enforcing the agreement, including reasonable attorney's fees and court costs.
5. During the time the Ice Rink is being used by the Lessee, the Lessee is responsible for accidents, injuries, damages, or loss of property. Lessee shall indemnify and hold the City harmless for any and all claims resulting from the use of the Ice Rink by the Lessee, their employees and guests. In the case of large special events, Lessee may be required, at the discretion of the City, to have liability insurance and present a Certificate of Insurance prior to use.
6. If so required, Lessee shall secure an insurance policy naming the City as an additional-named insured to protect the City from any and all claims relating to any and all damages or injuries incurred by the use of the Ice Rink. Said policy shall have limits no less than \$500,000 per occurrence for property and \$1,000,000 per occurrence for liability.
7. The facility used by the Lessee shall be left in a clean and orderly manner. The Lessee will pay a charge for custodial services, if the City of Glenwood Springs personnel must clean up at a rate of \$25.00 per hour of clean up.
8. The Lessee shall be liable to the City for payment in full of the cost of replacement and/or repair of any Ice Rink personal or real property which is damaged as a result of the Lessee's use of the Ice Rink, excepting ordinary wear and tear.
9. The Lessee may not sell or authorize the sale of food or concession items without prior, written approval of the Facility Coordinator.
10. The Lessee is entitled to the use of the Ice Rink only, unless other facilities or services have been arranged in advance with the City.
11. One half (1/2) of the rental fee is due upon date of application; the remaining one half (1/2) is due before the scheduled rental time is used.
12. All public skating rules and regulations apply to private parties.
13. The City reserves the right to make spot checks on all events being held in the Ice Rink. The City reserves the right to refuse any rental application that is contrary to public safety and welfare or the City ordinances.
14. The Lessee agrees to end rental session at the scheduled time. Ice Rink use beyond the scheduled rental will result in a \$5.00 per minute surcharge.
15. Rental skates, instructional equipment, pucks, goalie gear, or shooter-aids are not included in the Ice Rink rental unless otherwise specified.
16. No food or drink of any kind, with the exception of water, is allowed on the Ice Rink surface or in players' benches.
17. The City of Glenwood Springs Parks and Recreation Department has a **zero tolerance** alcohol policy in this facility in accordance with City Municipal Code Section 120.030.070 and 120.030.080 which state it is a violation to consume alcohol and/or have open containers of alcohol in public facilities. Exceptions are Special Events with approved "Special Event Liquor Permit" (applicant must be good standing non-profit status).
18. Cancellation and refunds:
  - a. The City reserves the right to cancel this agreement and withdraw the permission hereby granted for just cause or failure to comply with any of the above terms and conditions. In such cases, the Lessee will, upon request, immediately remove all persons and equipment they have in the Ice Rink. There will be no refund.

If the Lessee cancels this rental agreement prior to the scheduled time, one half (1/2) of the initial rental fee will not be refunded to the customer.

Applicant has reviewed and agrees to adhere to all policies, rules, and regulations of the Glenwood Springs Community Center Ice Rink. Applicant agrees to the terms on this Rental Contract.

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

Date \_\_\_\_\_

Facility Coordinator  
Signature \_\_\_\_\_

Date \_\_\_\_\_