



ICE RENTAL REQUEST 2023-2024

2023-2024 Community Centre Ice Rental Fees (+HST):

October 10, 2023 – April 6, 2024 Ice time will be available for rent by the hour from 7am – 10pm, 7 days a week. All renters MUST vacate the dressing rooms within 30 minutes of leaving the ice. If excessive time is spent in the dressing rooms an additional \$5.00/30 minutes fee will be added to your bill.

Hourly:	\$117.00
Hourly Contract Rate*:	\$107.00
Dressing Room Fee:	\$5.00/30 minutes after the provided 30 minutes.
Hourly Hall Rental:	\$25.00

**A contract rate is available for 5 or more bookings.*

The Facility will be closing at 12pm on December 24 and closed on December 25 and January 1.

Booking Policy:

Complete an Ice Rental Request Form and submit it by email to Recreation at recreation@johnsontownship.ca or at the Municipal Office located at 1 Johnson Drive, Desbarats ON, P0R 1E0. Once an Ice Rental Request has been submitted, Recreational Staff will respond in 48hrs with an Ice Rental Agreement and any additional follow-up questions. A booking is confirmed when staff have responded and a signed Ice Rental Agreement with payment has been received with all the required paperwork. Unless otherwise agreed upon with Municipal Staff.

Payment Policy:

An invoice will be created when an Ice Rental Request Form is received and payment will be due with the signed Ice Rental Agreement to secure your booking. Payments can be made by e-transfer to payments@johnsontownship.ca or in person at the Municipal office located at 1 Johnson Drive, Desbarats ON, P0R 1E0 by cash or cheque. An unpaid invoice will result in the booking being cancelled.

In the event of a re-occurring ice booking your group will be invoiced a lump sum at the time of booking. Payment will be due as requested – weekly or monthly. Should payments be delayed future ice times will be cancelled until payment is received. Changes in booking times will result in a new invoice to be issued at that time.

Cancellation Policy:

The Renter must give at least 72 hours' notice of cancellation to receive a full refund for the booking. Failure to do so will result in an invoice for the full rental amount to be issued to the Renter. In the event of a 'weather-related' cancellation, the Renter will have the option to reschedule or be provided a full refund. A cancellation notice is to be given to the Recreation Coordinator at recreation@johnsontownship.ca or phoned into the Community Centre at 705-



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782-6723. In the event of a 'weather-related' cancellation Recreation Staff will call and email the provided contact information as soon as possible.

'Weather related' will be those conditions for which a travel advisory is issued or the Facility has been closed due to incremental weather.

Facility bookings are reviewed on a first-come-first-serve basis. For any additional inquiries don't hesitate to contact Recreation at 705-782-6601 ex. 205 or recreation@johnsontownship.ca



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I AM LOOKING TO BOOK:		
<input type="checkbox"/> Re-Occurring (5 or more) Ice Bookings	<input type="checkbox"/> Single Ice Rental	
RENTER CONTACT INFORMATION:		
Organization (if applicable):		
First name:	Last name:	
Mailing address:		
City:	Province:	Postal code:
Telephone:	Cell: () -	Alternate #: () -
Email:		
Would you prefer to be Invoiced by:		
<input type="checkbox"/> Email	<input type="checkbox"/> Paper Copy mailed to the above address	
For Re-Occurring Bookings only, would you prefer to be invoiced:		
<input type="checkbox"/> Weekly	<input type="checkbox"/> Monthly	
SINGLE ICE RENTAL INFORMATION:		
Type of Event:	Number of Participants:	
Date:	Time:	
Additional Ice Rental Notes (please feel free to attach or send us any promotional material):		
Did you want to rent the Hall for an additional \$25/hour:		
<input type="checkbox"/> Yes	<input type="checkbox"/> No	



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RE-OCCURRING ICE RENTAL (5 OR MORE BOOKINGS) INFORMATION:			
Start Date:		End Date:	
Week Day	<input checked="" type="checkbox"/>	Time:	Single Dates:
Monday	<input type="checkbox"/>		
Tuesday	<input type="checkbox"/>		
Wednesday	<input type="checkbox"/>		
Thursday	<input type="checkbox"/>		
Friday	<input type="checkbox"/>		
Saturday	<input type="checkbox"/>		
Sunday	<input type="checkbox"/>		
Special Event Dates:			
Cancellation Dates (changes to regular scheduling, holidays, school breaks etc.):			
Additional Ice Rental Notes (please feel free to attach or send us any promotional material, schedules, game schedules etc.):			
For every 50 hours of ice time booked you receive 5 hours of free Hall Rental Time.			
Requested Hall Booking Dates:			



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SPONSORSHIP/FUNDRAISING OPPORTUNITIES

Is your group interested in being contacted about Sponsoring a partial or a full Public Skate Night for \$160.50?

Yes

No

Is your group interested in being contacted about fundraising opportunities with Johnson Township?

Yes

No

INSURANCE INFORMATION:

Do you or your organization have Third Party Liability Insurance for coverage up to \$2 Million?

I have insurance and will submit the insurance certificate with The Corporation of the Township of Johnson listed as additional insured.

I understand that without Third Party Liability Insurance I can be held personally responsible for damages and injury.