

Veterans Memorial Rink

Ice time request form

Name of Organization _____ Website _____
Or

Name of Individual (independent) _____

Mailing Address _____

Contact Person _____ email _____ Phone _____

Treasurers Name _____ email _____ Phone _____

In accordance with DCR Guidelines the city has adopted user priority (Fall & Spring)

1. **Priority the general public**
2. **Youth Groups**
3. **High School Hockey**
4. **College Hockey**
5. **School Group (accredited School)**
6. **Non profit Adult Organization**
7. **Out of State Group**

Winter session High School Hockey is #2 and Youth Groups #3

Type of organization (Check all that apply) (Youth Group Hockey Youth Group Figure Skating Club
 Figure Skating program Independent Adult Group We are Registered with USA Hockey (#)
 We are a Sanctioned Skating Club (club #) We are Non sanctioned figure skating Program
 We are Non Profit Group tax exempt # _____ We are For Profit Private Other In
order to have priority Status # 2 (set forth by DCR **Youth Groups must be comprised of at least 50% Massachusetts Residents and its board of directors must be comprised of at least 70% Massachusetts residents . Any Group that does not meet this requirement will be considered an out of state group.**
 Our Board of Directors are Comprised of at least 70% Massachusetts Residents We do not have a Board of Directors 50% of our youth membership comprises Massachusetts Residents.

Requirements for Youth Groups and Youth Programs

- We perform CORI background checks on all coaches, board members and instructors (required)
- All Coaches are CPR & First Aid trained
- Each Group must present a certificate of Insurance in the amount of 1,000,000.00 Naming the City of Haverhill and The Commonwealth of Massachusetts as an Additional Insured;

Number of Hours Requested per week from September 5th 2012 – April 15 2013 _____

All previous years' ice must be paid in-full before new hours are awarded

Bulletin Board

Each user group will have bulletin board access for advertising, fliers and announcements may only be placed in the designated bulletin board area. Placing these items on windows, doors or walls is not permitted. All fliers are subject of rink management approval

Hours Awarded

Once awarded hours, the organizations will be held responsible for payments of all hours awarded. Hours will not be subject to return to the Arena. First Invoice will be attached to Confirmation Letter. Invoice will be due one week after letter is sent out to guarantee your hours.

The Rink Staff or Management is not responsible for any loss or theft of property. All players use the facility at their own risk. Group leaders, coaches and organization leaders are responsible for the conduct of their participants on and off the ice. Loss of ice time will result if the participants do not follow Arena Rules or any reasonable request from the Rink Staff. Organizations and Group Leaders will be held responsible for any Damage or Vandalism occurred to the rink during your designated ice time. Players and groups will be held responsible for damage to the Boards, Plexiglas or any part of the Arena which results from actions stemming from unwarranted actions, i.e. breaking glass with a stick, spitting on floors or vandalism

Signed : _____ **Date:** _____

For: _____