

**These Conditions of Use & Policies apply to all City of Lethbridge Arena rentals, with the exception of the VisitLethbridge.com Arena.**

Please read through them carefully. If you have any questions, please reach out to the Recreation & Culture department by phone or email. For after hour help call 403.320.3111

**Proof of User Group Insurance must be provided to the Recreation & Culture department a minimum of 2 business days before the scheduled booking date and time**

**Cancellations:** Can be made up to 2 weeks prior to the date that the booking is to occur. No refund will be issued for cancellations that occur within 2 weeks of the scheduled booking date(s).

**Facility Access:** Is limited to the times identified on the contract, including setup & cleanup. All equipment must be taken down at the end of the booking. If you require additional time, contact Recreation and Culture.

**Terms of Payment:** Are outlined by the "Play Before You Play" Policy.

- One-time bookings are to be paid at the time of booking generation
- Please see the full "Pay Before You Play" Policy for details on monthly and seasonal bookings terms of payment

**Subletting Ice:** Subletting of ice time to other user groups is strictly prohibited and may result in forfeiture of ice allotments in the future.

**Cleanliness:** The user group is responsible for performing the following by the end of the booking:

- Return tables to original positions (if applicable)
- Wipe up any large spills or messes
- Gather any personal/team equipment or belongings

**Damage:** User groups shall pay for any and all damages caused by inappropriate use or activity outside of normal wear. For your protection, do not leave valuables unattended. The City of Lethbridge is not responsible for lost, stolen, or damage of personal items, while such property is in, or on City property.

**Smoking:** Tobacco, vaping, and cannabis smoking in public buildings is prohibited (By-Law 3896)

**Alcohol Consumption:** Is regulated by By-Law 5651

**Dressing Rooms:** The arena operator will be onsite to provide access to the required amount of dressing rooms. If you require additional dressing rooms, please ask the operator onsite.

- Entry is limited to 30 minutes before the booking time
- Must be vacated 30 minutes following the booking end time

**CELL PHONE USAGE IS STRICTLY PROHIBITED IN DRESSING ROOMS**

**Ice Resurfacing Requirements:** At minimum, the ice must be resurfaced (flooded) once every hour. Please account for a 15-minute resurfacing (flood) each hour of ice booked.