



# ICE RENTAL REQUEST FORM

**Organization/Group/Team Name:**

**Organization Contact:**

**Organization Contact Information:**

*Phone Number*

*Email*

**Organization Billing Address:**

**Onsite Contact** (*This person must be present at facility at time of ice rental. Must be 18 years or older*):

**Onsite Contact Information:**

*Phone Number*

*Email*

**Please indicate why your group is interested in renting an ice slot (i.e., hockey game, sporting practice, school event, other):**

**Will you be bringing outside food to this event?**  
*(for an additional \$50 charge)*

Yes

No

**For sporting events – please indicate the anticipated number for the following:**

# of Teams

# of Players (Overall)

# of Spectators

**For school/other types of events – please indicate the anticipated number for the following:**

# of Skaters

# of Chaperones



## ICE SLOT RENTAL FEES

	Residents*	Non-Residents
<b>Ice Slot Rental Fee</b> - Price Per Hour	\$100.00	\$125.00
<b>Party Room/Outside Food</b> - Any group or organization that wishes to bring in outside food (i.e., ordering pizza, bringing in bagels/coffee) during their ice rental will be charged - Grants access to party room	\$50.00	\$50.00
<b>Skate Rental</b> - Per pair of skates	\$2.00	\$3.00

\*Residents of Allegheny County

## AVAILABLE ICE RENTAL TIMES

Please use the section below to indicate the date and time frame that your group is requesting to use the ice. All requests are reviewed by the facility manager with every effort made to evenly distribute ice rental times to all groups and organizations. *Please note that the ice is **not** available to rent during public skate hours.*

**Initial Date Request** (i.e., Monday, November 13<sup>th</sup> from 7:00 am – 2:30 pm):

If the above dates are not available, please use this section to write your alternative dates:

This application is **ONLY** a request and does not guarantee your group a time slot for ice rental.



## Allegheny County Parks

# ICE RENTAL RULES & REGULATIONS

Thank you for inquiring about ice slot rental times at an Allegheny County Park's Department ice skating rink. Please take the time to read through the **ice rental process** and **cancellation policy** before submitting the rental application.

### RENTAL RULES AND REGULATIONS:

- **GROUPS MUST COORDINATE WITH THE FACILITY MANAGER WHAT TIME THEY ARE ALLOWED TO ENTER THE FACILITY (PRIOR TO THEIR ICE RENTAL TIME).**
- **NO ALCOHOL** is permitted inside the facility (includes locker rooms, player benches, bleachers, on the ice, etc.). Any person(s) that appear to be visibly intoxicated or violating this rule will be escorted off the premises.
- The Allegheny County Parks Department reserves the right to change the rules and regulations of ice rental requests for any reason and at any given time.

### CANCELLATION POLICY:

- **Teams are required to give 48-Hour notice for cancellations.**
  - Failure to give adequate notice of cancellation will be charged the full \$100 rental fee for that missed day.
  - Short notice cancellations due to emergencies will be considered on a case-by-case basis.
- Allegheny County Parks Department has the right to cancel rentals for any reason and will notify each team by email as far in advance as possible.
- Cancellations made by management due to weather or ice conditions, groups will not be charged.

**Signature of Renter:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For North Park Ice Rink** – please submit to [nprink@alleghenycounty.us](mailto:nprink@alleghenycounty.us)

**For South Park Ice Rink** – please submit to [spink@alleghenycounty.us](mailto:spink@alleghenycounty.us)