## **Dows Lake Pavilion (1561951 Ontario Limited)**

HST Registration #: 861 393 601 RT0001

1001 Queen Elizabeth Drive Ottawa, ON K1S 5K7 Telephone: (613) 232-1001

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## **Winter Group Rental Request Form**

Please fill this form out in its entirety a minimum of 24 hours before the requested group rental date (due to the volume of rental requests, it is recommended all forms are admitted asap). Note: Any incomplete forms or forms not sent to mail@dowslake.com at least 24 hours before the requested group rental date MAY not be considered for discounted services and be charged up to the maximum fees for services. All group bookings are taken on a first come, first serve basis and depend on availability. All group rental services are offered Monday to Friday (excluding holidays/stat) only. All rental items are subject to availability. All rental requests are valid at a minimum of 5 rentals, anything less than 5 rentals will be treated on a first come first serve basis.

Name of school/Program:	
School district/Company:	
Address:	
Lead Contact #/Name:	
Date of requested group rental:	
Time (start and finish desired):	
Number of rental participants:	
When group rentals include participants under the age of 18, to maximize safety we require that to be one to two chaperones in the ice rental trailer <u>until all minors</u> have exited the trailer to begin the skating.	
Contact Name during rental:	
Contact Emergency Number during rental:	
Please note that the contact person for this group MLIST he on site during the rental at all times as	nd

Please note that the contact person for this group MUST be on site during the rental at all times and available via cell phone in case of an emergency. The contact will leave, at the rental desk: 1 valid government issued ID (ie: Drivers license, no health cards can be accepted), as well as contact information. This contact will be the main contact during all rental activity and responsible for the delivery of all fees associated with this trip in order to be considered for a group discount. The contact will also be responsible for signing a liability waiver covering anyone in the group under the age of 18.

The contact will ensure all Dows Lake rental products are returned within the requested group rental time and in the original state of repair. The contact will be responsible for all participants appropriate behaviour and understands that Dows Lake rentals has a zero tolerance for horse play of any kind (including but not limited to; any pushing and shoving, any language/behaviour deemed not positive to a general audience). Any participants seen participating in any of this unsafe behaviour will be removed from their vessel and may be asked to leave the premises.

## Group rental rates are as follows (tax Inc):

	1 hour Group Rental	Additional Hour
Skates (size 5 & up)	\$17	\$4
Children's skates	\$13	\$4
Snowshoes	\$15	\$4
Helmets	No fee	NA
Skate trainers	No fee	NA

Groups of 5 renting Dows Lake rental products are eligible to a 5% discount, 6-10 a 10% discount and 11 or more 15% off their final group rental rate. All items are subject to availability.

For school/program groups; All chaperones and staff aiding students/minors are given a complimentary rental during their group rental. All helmets are offered also complimentary to any school groups.

We also offer skate sharpening and blade restoration to any students wishing to use their own skates but want to ensure the blades are in safe order to ice conditions.

Please advise if there are any accessibility concerns within the group participants where Dows Lake's resources can be utilized to make the experience enjoyable for all!

Note on site the Dows Lake Pavilion is home to Mexicali Rosas Grill, Umbrella Bar (A licensed Beavertail retailer), and Lago who specializes in events.

Method of payment accepted: debit, Visa, Mastercard or cash. All payments must be completed in one lump sum immediately after the rental has ended or a prearranged invoice.

Dows Lake Pavilion is not liable for any lost or stolen personal belongings. If participants wish to store their belongings, we have locks and large lockers inside the rental trailer for \$5/each. There is also a tent available on the ice to leave items at your own risk.

By signing below, (I) understand and agree to all of the above conditions. Any incompliance may affect eligibility for future group rentals with organization:

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	(Date)					
	(Date)					

(Primary Contact Name Print)

## Student/Participant Skate Form

(Primary Contact Signature)

<u>This must be returned to mail@dowslake.com a minimum of 24 hours before the requested group rental.</u> We realize some participants may be new to skating/snow shoeing and will require extra time and aid to ready themselves comfortably. Therefore, we require this chart to be completed, so that skates/snowshoes can be prepared in an orderly fashion and participants can than maximize their group rental time. This list will be used to release and collect Dows Lake rental gear.

Participant Name	Actual Shoe Size	Figure or Hockey Skate	Snowshoes preferred	Helmet Size (S/M/LG)
		(H or F)		