

# Community Outdoor Rink Application

Name of Rink Group:		
Contact:	Email:	
Number of Volunteers Involved:	Mailing Address:	
Location of proposed Rink (Civic address):		
Names of volunteers involved	Email	Phone

## INFORMING THE NEIGHBOURS

Please describe the plan your Rink Group has to inform surrounding neighbours of the project. (i.e. circulating a flyer, word of mouth, ad in the local paper)

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## SAFETY

Please describe how your Rink Group plans to promote safety and minimize any risk to volunteers and participants. (Example: No use of hockey sticks while general skating is happening) Is there existing lighting?

## WATER SOURCE

The Municipality does not provide water for community rinks. Please describe where you plan to get your water for the rink?

**SITE MAINTENANCE:**

What materials will be used to construct the rink? How will your group maintain the rink? Do any of the volunteers have ice-making experience?

**COMMUNICATION**

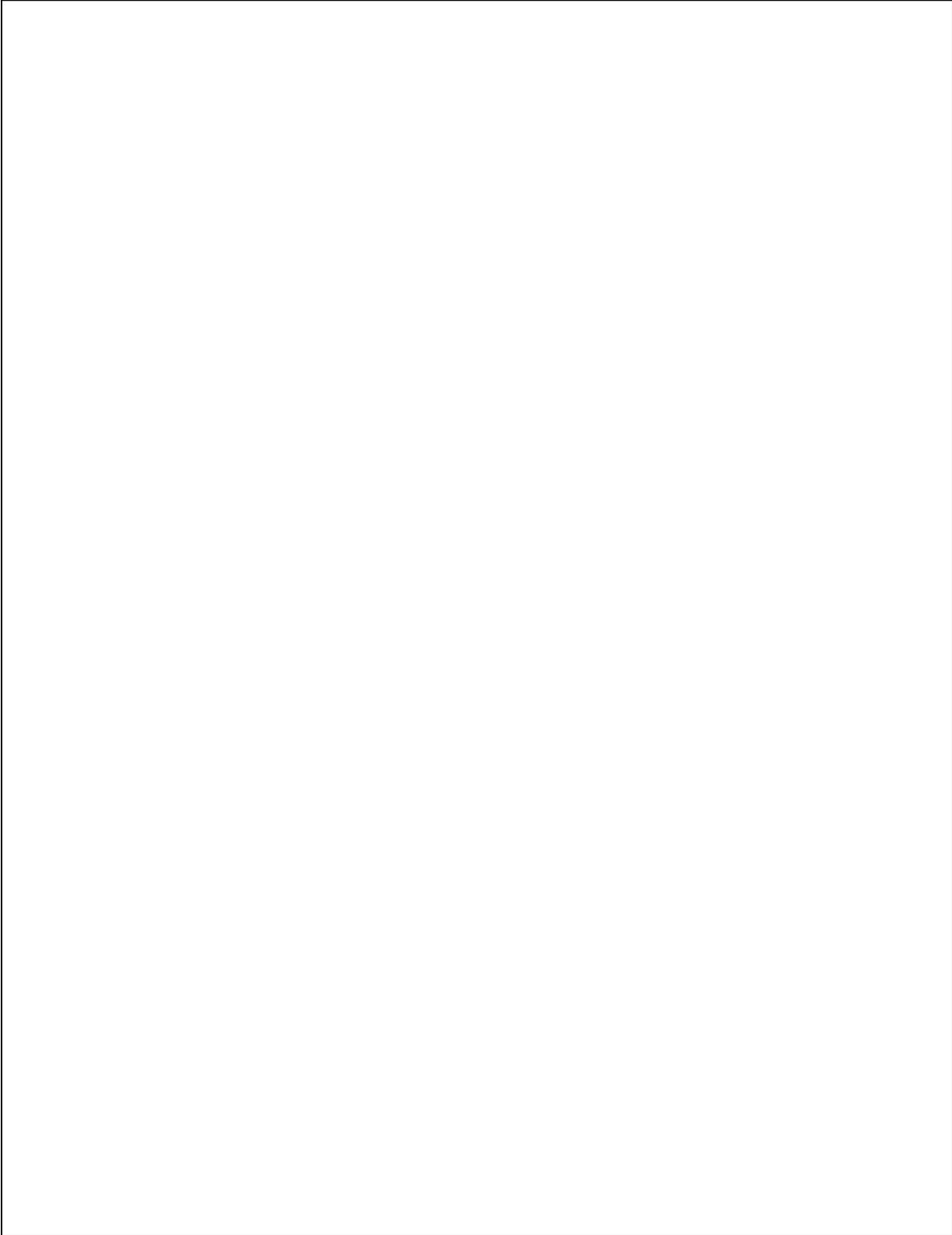
How do you plan to inform public of ice conditions and if the ice is safe or not.

## GENERAL LIABILITY INSURANCE

Any community outdoor rink is required to have a \$2 Million General Liability Insurance Policy to operate on Municipal Property with coverage extended to all participants. Are you requesting funds to assist in paying for insurance? If yes, please attach a quote from an insurance company. Does your organization have a bank account?

**BUDGET:** What are your costs? How will you fund this project?

SITE PLAN: Please include a basic site plan with this application. Show the rink in relation to major features on the property.

A large, empty rectangular box with a thin black border, intended for the applicant to draw a site plan showing the rink's location relative to other property features.

## FINAL CHECKLIST

We are a non-profit society. \_\_\_\_\_

(Please include the certificate number from the Registrar of Joint Stocks)

We are not a non-profit society but are in the process of becoming one.

We are requesting grant support to pay for General Liability Insurance

## CONDITIONS OF APPROVAL

If a Community Outdoor Rink is approved by the Municipality, the Community Rink Group will be required to enter into a Community Outdoor Rink Agreement with the Municipality setting out the terms under which the Community Outdoor Rink may operate and the responsibilities of the Community Rink Group with respect to the Community Outdoor Rink.

If a Community Rink Group receives grant support to pay for General Liability Insurance, the grant is subject to the following conditions:

1. The funds are to be used for the purchase of insurance by the Community Rink Group for the Community Outdoor Rink.
2. The Community Rink Group will be required to submit the actual receipt showing proof and amount of payment.
3. Any funds not spent by the Community Rink Group for insurance are to be returned to the Municipality.

Failure to comply with the conditions of the grant may result in ineligibility for any such grant in the following year.

I submit this application for approval of a community outdoor rink on municipally-owned property with the full knowledge and authorization of the applicant organization as identified on this form and have read and understood this form and agree to the conditions of approval.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## INFORMATION FOR WEBSITE

The municipality receives requests from members of the public looking to get involved in Outdoor Rinks. What e-mail address can we give out for others to contact you to get involved? This information will also be posted on our website (Halifax.ca/rec).

E-mail: (please print clearly) \_\_\_\_\_

In accordance with Section 485 of the Municipal Government Act (MGA), the personal information collected on this application will only be used by municipal staff and, if necessary, individuals under service contract with the municipality, for purposes relating to the administration of your Community Outdoor Rink application. If you have any questions about the collection and use of this information, please contact the Access and Privacy Office at 902-490-4390 or [accessandprivacy@halifax.ca](mailto:accessandprivacy@halifax.ca)