



ARENA RENTAL FORM

192 Charles Street, Dunmore AB T1B 0L5
Access# 5018186253 GST# 77034-9694RT0001
E-mail: admin@dunmoreequestrian.com
Phone: 403 502-6308 or 403 548-5161

Date(s) and Time(s) Requested	
Organization/Event	
Contact Person	
Contact Phone No	
Contact Email	
Address	

I, _____ (herein called the "User")
of _____ (the "Organization")
agree to rent the Dunmore Equestrian Facility (herein called "DES") under the following conditions:

Indemnification and Hold Harmless Clause

- The User shall indemnify and hold harmless the DES and any of its officers, employees, servants, agents, contractors, and volunteers from any and all loss, liability, claims or expenses arising out of the use and/or occupation of the property belonging to the DES by the user group and any of its officers, employees, servants, agents, contractors, and volunteers, except to the extent that such loss arises from the independent negligence of the DES.

Liability Insurance Clause – "DUNMORE EQUESTRIAN SOCIETY AS NAMED INSURED"

- The User shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in Alberta and in forms and amounts acceptable to the DES: General liability insurance with a limit of not less than Two Million Dollars (\$2,000,000.00), inclusive per occurrence for bodily injury and property damage including loss of use thereof. Such insurance shall extend to cover the user, its officers, employees, servants, agents, contractors, and volunteers and shall include the DES, its officers, employees, servants, agents, contractors and volunteers as additionally insured with respect to liability arising out of the use or occupation by the user of the property belonging to the DES.
- Such evidence of insurance shall be in the form of a certificate of insurance. When requested by the DES, the User agrees to provide certified copies of required insurance policies.
- NOTE: These certificates should be issued by the insurer or insurance broker of the user group and must contain the following information:
 - Name of the insurance company and the binder or policy number
 - Name and address of the Insured (user group)
 - Policy period (covering at least the period of the facility rental)
 - Description of coverage
 - Policy limits
 - Description of insured operation and location(s)
 - Signature of authorized representative and date

Payment and Deposit

- Fees associated with renting the Dunmore Equestrian Centre are:

- Full Day - **\$350.00 + GST** includes ground prep prior to event and one full arena groom during the event.
- ½ Day Rental (5 hours or less) - **\$200.00 + GST** includes ground prep prior to the event.

Additional groundwork is available for a fee:

- Full arena groom = **\$50.00 + GST**
- Partial arena groom = **\$25.00 + GST**
- Quad for arena raking = **\$25.00 plus \$15.00/hr labor + GST** (if required)

Number of Rental Days _____ #Full Grooms _____ #Partial Grooms _____ Quad _____ Hrs Labour _____

Sub Total \$ _____ GST\$ _____ **TOTAL\$** _____

- Payment is accepted in the form of cash, cheque, or e-transfer. Please make cheques payable to: "Dunmore Equestrian Society".
- A deposit of five hundred dollars (**\$500.00**) must be paid to DES to secure the event dates. No dates will be held without receiving a deposit. This deposit will be returned to the User within 7 days after the booked event or events are completed and the DES facility has been inspected unless:
 - The facility is left unkept. The expectation is that the facility is left in the same state it was received. This includes ensuring:
 - All waste is disposed of in the provided bins
 - All cans, bottles and recyclables are disposed of in the provided bins
 - The facility is secured (gates closed, buildings locked, PA system and heat or air conditioning turned off)
 - If, at the discretion of the DES, the facility is left in a condition that requires additional cleaning outside of general routine maintenance, a charge of \$50.00 per hour, for any cleaning required will be deducted from the deposit prior to being returned to the User
 - While regular wear and tear is expected due to the nature of the facility, any damages beyond normal wear and tear are the responsibility of the User
- All fees including related taxes must be paid prior to facility usage

Cancellation Policy:

- Cancellations are allowed up to 14 days prior to the event and will be refunded 100% of the deposit. Cancellations within 14 days will still be charged the appropriate rental fee except for the following situations:
 - Inclement weather has made or is making the facility unsafe for the event
 - Roads are impassable preventing participants from arriving safely
 - Temperatures are below the seasonal norm and not conducive to hosting the event.
- In these cases the User will be refunded 100% of the deposit.

Additional Conditions:

- DES reserves the right to be the sole supplier and provider of alcohol on the entire DES premise. Alcohol sales and consumption must follow the appropriate AGLC regulations
- All obstacles and equipment must be taken down and put away after each event
- Announcer booth doors and windows must be kept closed when air conditioners or heaters are in use. Please do not leave air/heat on when there is no one in office or announcers booth
- Dogs must be on a leash at all times and are not permitted in the arena
- Horses are not to be tied in or left loose in the arena at any time
- Horses are not to be within the announcers booth or spectator areas of the facility; the spectator area is best defined as anything west of the arena
- The User is deemed responsible for all participants during their event

Lessee (Renter) Name:	Lessor (DES Representative) Name:
Print:	Print:
Sign:	Sign:
Date Signed:	Date Signed:

Follow us on Facebook @ Dunmore Equestrian Centre

www.dunmoreequestrian.com

If any problems or incidents arise during rental please call Kelly Creasy @ 403-502-6732 or Justin Kraft @ 403-952-9156.