



Rules and Rental Policy for Use of Riverside Skating Center Ice Rink (includes Building)

West Lafayette Parks and Recreation welcomes you to use the Riverside Skating Center Ice Rink ("ice rink"). Skating is a sport that requires balance and coordination, so please skate safely and at your own risk. Because of contractual obligations and concern for the safety of all users, there are rules you will be expected to follow during your use of the ice rink, so please read them carefully.

Eligible Groups

Not for profit or private, nondiscriminatory groups or organizations are eligible to use the ice rink. First priority in scheduling will go to programs sponsored or supervised by West Lafayette Parks and Recreation.

Eligible Activities

The ice rink may be used for recreational, social, educational, civic, and other appropriate activities, as determined on a case-by-case basis by West Lafayette Parks and Recreation. It may not be used for any commercial purpose. No sales of articles, privileges, or services are permitted without permit from West Lafayette Parks and Recreation.

Rental Request

Your rental request for Riverside Skating Center must be made at least two weeks in advance of the requested reservation date to assure timely consideration of your rental request. Once the request has been set up, your reservation will be in "Pending" status. Once "Approved", you will receive notification from Parks and Recreation, at which time payment for your reservation must be made in order to secure the reservation. The payment is what reserves the facility for you, your group, or your organization. Failure to make the payment will result in the reservation being cancelled.

Equipment and Materials

Any electrical equipment to be used must be reported to the Parks and Recreation staff member at the time of the request. Electrical equipment must be UL listed and in good condition. Any flammable or toxic materials must also be noted with the Parks and Recreation staff member at the time of the request. Generally, flammable liquids and gases will not be allowed because of safety reasons. No wastes may be left at the ice rink other than paper or perishables, which must be placed in appropriate waste receptacles. The individual, group or organization must remove wastes of any other type.

Liability

The Riverside Skating Center (Facility) is available for use subject to the Rules and Rental Policy, and participants agree to comply with the Rules and Rental Policy. The use of the Facility, when available,

is at the organization's, or individual's, discretion and the organization or individual is not compelled in any way to use the Facility. Use of the Facility involves a degree of risk of injury, and even death, and the organization or individual is voluntarily using the Facility with knowledge of the dangers involved. In consideration of being allowed to use the Facility, the organization or individual and their heirs, representatives and assigns, hereby release and forever discharge, and agree to indemnify and hold harmless, the City of West Lafayette, the West Lafayette Parks and Recreation Department, and their Boards, officers, agents, employees, and representatives and any person or entity acting on their behalf, from any and all responsibility or liability (including attorney fees) for injuries, damages or death resulting from or arising out of the use of the Facility. In the event the group or organization's activities involve nonmembers, or if the event is open to the public, the user shall provide proof of liability insurance at the time of reservation in an amount of not less than \$500,000 per person and \$1,000,000 per occurrence.

Use of Facilities

The following rules apply:

- You, your group, or organization will be responsible for setting up and taking down any chairs or tables.
- Only ice skates are permitted on rink.
- No jumps, tricks, or aggressive skating allowed.
- Stay on rubber matting when wearing ice skates.
- You, your group, or organization must clean up the ice rink and leave it in the same condition you found it.
- West Lafayette Parks and Recreation is not responsible for items lost, stolen or damaged.
- No hockey sticks, pucks or balls allowed on the rink.
- No skateboards, scooters or bikes are allowed in the building or on the rink.
- Alcoholic beverages are prohibited in all parks and recreational facilities.
- Profanity, smoking, loitering and reckless behavior are prohibited.
- No one is allowed to carry anyone who is wearing skates, and no one is allowed to carry anyone while wearing skates.
- Pets are not allowed in the building or on the rink.
- You, and your group or organization, may only use the ice rink at the specified hours. Reservations are not assignable. The individual or authorized representative who made the original request for the rental must be present for the activity.
- All activities must be properly supervised and operated. When members of the group or organization are under 18 years of age, at least one adult supervisor for each 15 participants under 18 is required.
- Food, drink and gum are not allowed on the rink.
- Cameras, radios, CD players, and similar items are not allowed on the rink.
- If the ice rink is closed due to emergency (for example, bad weather), all activities will be cancelled, and all fees will be fully refunded. Skating in wet conditions is not permitted.

- Children 8 yrs. old & younger must be supervised on the rink by a responsible person 14 yrs. of age or older.
- Speed skating, skating backwards, playing hockey, tag, or crack the whip, reckless behavior and other activities considered to be inappropriate for safe use and enjoyment of the ice rink are prohibited.
- Figure skating spins and techniques are restricted to times when there are fewer than 30 skaters on the ice.
- Everyone must skate in the direction determined by the rink attendant, must keep moving while away from the railing, and must leave the rink when directed by the rink attendant. Beginner skaters should remain in the center of the rink while skating.

Rules Violation

If any activity is violative of any rules, or is not adequately supervised, it may be suspended immediately and/or the group or organization may lose the privilege of future use of the ice rink and/or other West Lafayette Parks and Recreation facilities.



RIVERSIDE SKATING CENTER

100 Tapawingo Drive North – Between Brown & State Streets

(765) 743-7465 (RINK)

Private Rentals: Anytime the rink is NOT open to the public, it is available for private rentals. Call (765) 775-5110 for information and reservations.

Rental Rates \$210.00 (plus tax) for two-hour rental session Monday-Thursday
Skate rental not included.

 \$235.00 (plus tax) for two-hour rental session Friday-Sunday
Skate rental not included.

Maximum number permitted in rental group: 110

Revised 02/04/2022



Insurance Requirements

The following insurance requirements are provided by MBAH Insurance on behalf of the West Lafayette Board of Parks and Recreation (the “Board”) and the City of West Lafayette.

Commercial General Liability (Occurrence Form)

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|--------------------------------------------------------|-------------|
| Each Occurrence | \$1,000,000 |
| Products/Completed Operations Aggregate | \$2,000,000 |
| General Aggregate (other than Prod/Comp Ops Liability) | \$2,000,000 |
| Personal & Advertising Injury Liability | \$1,000,000 |

- Name the City of West Lafayette, Indiana as an Additional Insured.

Automobile Liability

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| Combined Single Limit | \$1,000,000 |
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- Name the City of West Lafayette, Indiana as an Additional Insured.

Workers Compensation and Employer’s Liability

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| Workers Compensation | State Statutory Limits |
| Employer’s Liability | |
| Bodily Injury by Accident | \$100,000 Each Accident |
| Bodily Injury by Disease | \$500,000 Policy Limit |
| Bodily Injury by Disease | \$100,000 Each Employee |

Umbrella Liability

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| Each Occurrence and Aggregate | \$1,000,000 |
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All coverage must be placed with an insurance company with an A.M. Best rating of A-:VII or better.

Please forward your certificate within 10 days to:

West Lafayette Parks and Recreation

222 N Chauncey Ave

West Lafayette, IN 47906

(765) 775-5110

Email: wlparks@westlafayette.in.gov