



## Appendix C - Venue Terms of Agreement

Between

**Venue**

(Venue)

and

**Skate Canada**

(Skate Canada)

- **Issue Date**

The issue date of this Agreement is:

- **Rental Period**

The arena will be required from Thursday, March 14, 2024 (06:00) until Sunday, March 24, 2024 (23:59) according to the following schedule:

Activity	Date
Set-Up	March 14-17, 2024
Official Practices	March –18-19, 2024
Competition Days	March 20-23, 2024
Exhibition Gala	March 24, 2024
Tear Down	March 24, 2024

- **Areas**

The Venue grants Skate Canada the right to access and control to the following areas of the Facility.

- All Dressing Rooms
- Various Rooms on Event Level
- Medical Room

- Press Box
- Suites/Boxes
- Banquet/Lounge Rooms
- Meeting Rooms
- Other areas/Rooms will be available to use as required.

Venue should clearly stipulate any areas/rooms that cannot be accessed by Skate Canada.

- **Base Rental Fee**

Base rental fee for set-up, official practice days and competition days as described above is \$ \_\_\_\_\_.

**Costs to be included in the base rental fee:** (include all that apply)

- EQUIPMENT

- Event Ticketing Fees
- Broadcast Patch Fee
- Arena PA system
- Video scoreboard
- LED boards
- Minimum 2 ice resurfacing machines including drivers and ice crew
- All dressing rooms (except major tenants) and meeting rooms
- Use of any building owned equipment: staging, tables, forklift, drape, rubber flooring, stanchions, fridges, etc.
- Existing internet infrastructure and internet lines including support during event.
- telephone/fax lines; long distance excluded
- Utilities - Including electricity and electrician, gas, lighting, water, heating, ventilation, air conditioning, hot and cold water facilities and waste removal services, interior and shore power for Event Broadcast Partner and rights holder broadcasters (not including expenses that may be incurred with any connections)
- Conversion of the arena consisting of painting ice to cover existing on-ice logos (according to Skate Canada ice maker specifications), removal/reinstallation of glass, posts, netting, broadcaster camera cut-outs and build-backs to accommodate low cameras and use of up to 6 suites/boxes

- STAFFING

- Event/Operations Manager
- Front of House Manager
- Box Office Staff
- Ticket Sales Staff
- IT Lead
- Security Lead

- **Additional Costs**

Additional costs to be paid by Skate Canada include:

- In-ice sponsor logo(s) installation
- Stagehands (requirements provided and agreed to by Skate Canada in the official contract)
- Pipe/drape
- Carpets
- Additional Furniture, if required
- Catering
- Long distance charges for phones
- Carpentry services to build broadcaster platforms and “Kiss and Cry” area
- Insurance

A rate card outlining the current hourly labour rates and estimate of staff requirements based on the sample event schedule are required on execution of the contract.

Venue should stipulate any additional costs, other than listed above, to be paid by Skate Canada and known at the time of this agreement.

- **Merchandise/Concessions**

Skate Canada will provide event related merchandise during the event, where the revenue generated from the sale of this merchandise will belong solely to Skate Canada.

- **Sponsorship/Signage**

Skate Canada requires a clean venue where the existing facility sponsor and advertising signage will be covered, including but not limited to, the following areas: camera sightlines, video score clock, ice resurfacing equipment, rink boards, vomitory entrances and exits, stair facing locations, seat backs and all other locations visible to spectators when sitting in their seats in the upper and lower bowls. Venue naming signage is excluded and the clean venue as described above is required regardless of terms of sponsorship rights sold by the venue subsequent to the signing of this agreement.

- **Contract**

The scope of this document does not contain the full extent of agreement between the Venue and Skate Canada, and such detail will be included in the contract to be signed by both parties prior to the event.

**Venue**

Corporation:

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

Name:

Title:

I have authority to bind the Corporation.