



Seasonal Rental Request Department Recreation & Community Services

By completing this application, requested time is ***NOT*** guaranteed until all requests are reviewed and approved by the Administrative Assistant. All applications for Seasonal Requests must be submitted to the Administrative Assistant, Courtney Hynes at chynes@paradise.ca, as per the submission date noted below.

Section 1: General Information

In addition to a completed Rental Request form, following approval all groups will be required to submit the following:

- Facility Rental Agreement (Signed by a member of your executive).
- COVID-19 Waiver Form (Signed by all participants, coaches, volunteers, etc.)
- General Liability Insurance (Minimum \$2M Coverage).

Section 2: Rental Details

Today's Date: _____

Facility Requesting:

Invoice #: _____

Paradise Double Ice Complex

- Rink A
- Rink B
- Arena Multi-Purpose Room (Warming Room)

Rotary Paradise Youth and Community Centre

- Hedley Blundon Gymnasium
- Resource Room A
- Resource Room B
- Wellness Boardroom
- Main Floor Kitchen
- Kitchen 2nd Floor

Peter Barry Duff Building

- Soccer Field
- Baseball Field
- Baseball Field (little league)
- Building

Diane Whelan Soccer Complex

- Club House
- Field 1
- Field 2
- Field 3

Milton Road

- Club House
- Ballfield

Paradise Park

- Section 1 – Stage and Green Space Do you require electricity?
- Section 2 – Green Space from splash pad to playground
- Section 3 – Green Space from playground to gazebo
- Section 4 – Green space on hill
- Section 5 – Volleyball Court

St. Thomas Community Centre

- Meeting Room
- Kitchen

Other (Please Specify): _____

Request Details

Request Type: Renewal New Request

Start Date: _____ End Date: _____

Frequency: Daily Weekly Bi-Weekly Monthly

Activity Type: Practice Game Tournament Meeting AGM's Banquet Special Event

Other (please specify) _____

Day(s) of the Week & Time(s): *(Please Note: If you are a larger rental group or an association, please attach a detailed schedule of your season/league including all groups, their timeslots and # of participants within each).*

Preferred Option: Please select all that apply and include all timeslots (If more than one)

Monday _____ Group/Event Name: _____

Tuesday _____ Group/Event Name: _____

Wednesday _____ Group/Event Name: _____

Thursday _____ Group/Event Name: _____

Friday _____ Group/Event Name: _____

Saturday _____ Group/Event Name: _____

Sunday _____ Group/Event Name: _____

Alternate Option:

Monday _____ Group/Event Name: _____

Tuesday _____ Group/Event Name: _____

Wednesday _____ Group/Event Name: _____

Thursday _____ Group/Event Name: _____

Friday _____ Group/Event Name: _____

Saturday _____ Group/Event Name: _____

Sunday _____ Group/Event Name: _____

Section 3: Client Information

Please Note: If your Organization consists of multiple groups, you must specify each group utilizing the timeslot on page 2. This will only ensure we have the proper contact for all rental times within the Recreation Department.

Applicant Name: _____ Today's Date: _____

Contact Email: _____ Phone #: _____

Mailing Address: _____ Postal Code: _____

Organization: _____

Organization Type: Non-Profit Community Group Corporate School Recreational Private

Charitable Status # for Non-Profit (If applicable): _____

Proof of Insurance (If applicable, please attach to request): Yes No

Section 4: Rates (Internal Use Only)

Rate Type: Per-Hour Daily (If applicable) Per-Game Peak-Time Minor/Community Group

Peak Time (Arena) Non-Peak Time (Arena)

Section 5: Extra Info

Section 6: Notes (Internal Use Only)

Approval: Yes No

Administrative Assistant Signature: _____

Date of Approval: _____

Privacy Notice: The personal information in this form is being collected under the authority of section 61(c) of the Access to Information and Protection of Privacy Act, 2015, for the purpose of rentals and program and service delivery with the Town of Paradise. Please note that the information you provide can be subject to an Access to Information request. If you have any questions about the collection, use and disclosure of your personal information, please contact the Town of Paradise, 709-782-1400.