

## Sport Group Ice Tournament/Event Form

Official Tournament/Event Name:

Hosting Organization:

Tournament/Event Date(s):

Number of Teams Anticipated:

Approximate number of hours:

Is this a returning Tournament/Event?

Previous Years Rental/Contract #:

Tournament/Event Main Contact:

Telephone #:

Email Address:

Complete the following chart to identify the time(s) requested for the tournament/event.

Date	Daily Start Time	Daily End Time	Arena & Rink #

Note: Existing and new organizations (sports, recreation, non-sports or other) requesting Tournament, Championship and/or Special Event ice time must submit a request in writing to the attention of the Manager, Sport Unit no later than:

- December 1 for the following calendar Fall/Winter season, or
- June 1 for the following calendar year Spring/Summer season

A maximum of one Tournament, Championship or Special Event per organization per Fall/Winter Season will be considered. Any additional Tournament, Championship or Special Event requests by an organization will need to be achieved through using hours from the organizations' seasonal contracts. Tournament, Championship and Special Event ice time requests will be evaluated based on historical success; impact on the community and departmental operations; existing schedules and resources; and availability of ice.