

Commonwealth Lawn Bowling Club ("CLBC")

11420 139 St NW
Edmonton, AB T5M 4B6
(780) 455-9737

Mailing Address
P.O. Box 78006 Callingwood RPO
Edmonton, AB, T5T 6A1

Facility Rental Agreement

Renter:

Organization Name _____

Address _____

Contact Name: _____

Phone _____ Email _____

Purpose of event _____ Date Required _____

Time in _____ Time Out _____

Number of participants _____

Please Note: Only flat soled shoes may be worn on the greens.

Please check facilities required: Greens ☐ Kitchen/Clubhouse ☐ Bar ☐

Rental Fee: \$ _____

A deposit of 50% of the quoted fee is required at the time of signing this agreement to confirm the booking. This will be applied as a credit to the final invoice. Please note that the balance of the quoted fee is due and payable on the day of the event by cash, cheque, debit, Visa or Mastercard only.

Cancellation: 24 hours notice required for cancellation

Insurance: Please be aware that CLBC insurance policies do not provide protection for the Renter.

Agreement

I understand and agree that the Renter is responsible for expenses, damages or loss to CLBC facilities and equipment during the period of the rental; and, that the Renter is responsible for the Renter's own insurance coverage. I acknowledge the consumption of alcohol is not permitted on the bowling greens; and, that the clean up after the event is the Renter's responsibility.

Date: _____ Renter Signature _____ Print Name _____

CLBC Signature _____ Print Name _____

Office use only: Rental Fee \$ _____

Paid by: Cash ☐ Cheque ☐ # _____ Debit ☐ Visa ☐ Mastercard ☐

TIPS FOR RUNNING YOUR EVENT

Our club has volunteers to assist your event going smoothly and your participants having fun. Please consider the following suggestions to help make your event a success.

1. Come to the event with your plan for the event and your teams picked ahead of time. Our usual format for large groups is four players to a team, each using two bowls. We have four greens which means a total of 256 players can be accommodated at one time. Other formats can be arranged if necessary.
2. Set a definite time for people to arrive and leave, bearing in mind that cleanup is necessary in that time frame. The agreed upon time able will be strictly adhered to by our staff and volunteers.
3. Set a definite time for play to begin, i.e. after lunch or whatever is planned along those lines in order for the Commonwealth volunteer coaches to arrive in a timely manner.
4. Please make sure all players are aware of the shoe rule. No heeled shoes are allowed on the greens.
5. Special events including children or activities for children must be planned carefully. Please discuss your requirements thoroughly with your Commonwealth contact prior to confirming the booking.
6. Advise your participants that all liquor must be consumed within the enclosure of the Commonwealth Lawn Bowling Club . No liquor is allowed on the bowling greens.
7. Cancellations require 24 hours' notice prior to the date of the event. Failure to meet this requirement may result in forfeiture of the deposit. Please note cancellations due to weather may occur and your Commonwealth contact will be pleased to work with you to arrange an alternate date or refund of the deposit if alternate arrangements are not feasible.
8. Please be advised the Commonwealth Lawn Bowling Club only has minimal first aid equipment on site. Please also designate someone from your organization to be in charge in the case of medical emergency and provide that person's contact information to the Commonwealth the day of your event.
9. Please make sure you have the proper insurance coverage for your participants.
10. . Please ensure proper transportation is provided for those participants who may be drinking during the event.
11. Please be sure to contact the Commonwealth at least a week before your event to finalize and confirm all the arrangements including alcoholic beverage preferences. The contact is Brian Ranger, 780-904-0629, email branger13@live.com.

Commonwealth Lawn Bowling Club

Thank you again for choosing the Commonwealth for your event. Not for profit sporting organizations such as the Commonwealth receive provincial funding support from Alberta Sport Connection which encourages active lifestyles and promotes athletic excellence and multi-sport games.

<https://albertasport.ca/>

To be eligible for funding we are required to provide them with a general breakdown of our participants' profile. The information is aggregated and only reported to Alberta Sport Connection as an overall annual figure.

We would really appreciate if you could help us by providing an estimate to the best of your knowledge of the information requested below. (We have not included a category for those who wish to identify as gender neutral but please feel free to add that information if appropriate.)

Event:

Date:

Age: 12 & Under 13-18 19-24 25-55

F	M	F	M	F	M	F	M	F	M

Thanks again for helping us to provide this information to Alberta Sport Connection.

Have fun bowling!

Commonwealth Lawn Bowling Club
