



PRIVATE EVENT



RESERVATIONS

Ice Rink Weekend Rental Schedule

November 25th-January 20th*

Rental Times Available:

Saturdays: 10:00am-11:30am

Sundays: 12:00pm-1:30pm

Renter Information:

Date of Event: _____ Time Block: _____ Group

Size: _____

Name: _____

Address: _____

Phone: (____) _____

Email Address: _____

Pricing

\$150 for up to 40* skaters for 1.5 hours

Each additional skater is \$3.00 each, due the day of the event.

(*Maximum occupancy on the ice is 80 people at a time)

Payment (Office Use Only)

Day of Booking:

Rental Fee (due day of booking): \$150

Additional Skaters ____ x \$3.00: \$ ____

Total Amount Due: \$ ____ Received by: _____ Date: _____

Day of Party:

Additional Skaters ____ x \$3.00 = \$ ____

Received by: _____ Date: _____

Form of payment: CASH CHECK CC

____ Calendared (Active) ____ Calendared (Google)



Lawrence Plaza Ice Rink Rules and Regulations

Private Events Must Adhere To:

The Rink Rules & Guidelines:

- Skating in a manner that endangers or interferes with other skaters' including: roughness, excessive speeding or weaving, is prohibited.
- No tag or games of any kind are permitted on or off the ice.
- No one is permitted on the ice without skates.
- Exits are to be kept clear at all times in case of an emergency.
- Eating or drinking is not permitted on the ice.
- Please skate counter-clockwise unless directed otherwise.
- Please do not sit on, lean over, or leave articles on the dasher boards.
- Deposit trash in designated containers.
- Dogs are to be on a leash at all times while at Lawrence Plaza, no pets allowed on the ice.
- The Rink is not responsible for lost or stolen items.
- Decorations need to be approved by the onsite manager on the day of the event.
- Patrons must clean up after their event has concluded.
- Alcohol and drugs are strictly prohibited.
- Merchandising is not permitted without written consent from the Bentonville Parks and Recreation Director.

Cancellation Policy:

In the event that a rental reservation has to be cancelled due to inclement weather, a full refund will be given to the renting party. Inclement weather will be determined by The Rink manager.

Private event renters must give two weeks notice before the reserved date in order to receive a 50% refund for a cancelled party. Any cancellations after that will not receive a refund.

**I have read and agree to adhere to “The Rink” rules
and regulations listed above.**

Signature

Date