



GYMNASIUM RENTAL GUIDELINES

In addition to the terms and conditions provided on your Facility Rental Contract, please read and adhere to the following Gymnasium Rental Guidelines, which have been developed to ensure a satisfying experience for all parties.

PRIOR TO YOUR BOOKING DATE

All booking contracts must be paid in full before your rental can be accessed. Please refer to the Payment Policy on your contract for further details.

KEYS & ACCESS TO YOUR RENTAL SPACE

Once you arrive at the facility, please go to our Reception Office to sign out your gym key and score clock (if requested), and/or to get information about your booking.

Please respect the user groups prior to and after your booking by refraining from entering the gym until the start of your rental time. Please vacate the gymnasium quickly at the conclusion of your booking. To maximize gym times, we need your cooperation as we book rentals back-to-back.

FOOD & DRINKS

Other than water bottles, food and drink is not allowed in the gymnasium. Excess cleaning will be charged back to you.

OUTSIDE FOOTWEAR

No outside footwear is allowed in the gym. All outside footwear should be removed and left in the gym foyer.

Absolutely NO CLEATS allowed.

All items must be returned at the end of your booking and not left in the gym or handed over to the next user.

DRESSING ROOMS

Unfortunately, Cardel Court does not have change rooms for our renters. We do not have access to the change rooms of the Bishop O'Byrne gyms.

BASKETBALL HOOPS, CURTAIN, A/C & FAN

Please let our Reception Staff or Facility Supervisor know if you require any adjustments.

SET UP & TAKE DOWN

Groups are responsible for the set-up & take down of all gym equipment, including crank basketball nets, volleyball standards & nets, and badminton standards & nets. The SFCRA Facility Supervisor will make this equipment available to your group.



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EQUIPMENT

Only approved indoor equipment may be used, e.g. indoor soccer ball, indoor basketball, indoor soft lacrosse ball. Please do not use wooden or composite hockey sticks – plastic floor hockey sticks, with plastic blade and shaft only! All equipment requirements need to be pre-approved by Cardel Rec at the time of rental. These items will be in the gym at the time of the rental.

FIRST AID & AED EQUIPMENT

If at any time you require first aid, please see our Facility Supervisor or Reception Staff. Cardel Rec has AED equipment, which is located on wall beside the main entrance to the Cardel Court gymnasium.

GENERAL REQUESTS

We request that activities remain confined to the space you have booked. If you experience any difficulties or issues, please let our staff know and we'll do our best to accommodate your concerns.

We are a multi-purpose facility, so please be respectful to other user groups and the general public that use our Facility.

If you have any concerns with your rental, please discuss your concerns with either our Facility Supervisor or our Reception Staff.

It is the responsibility of the rental contract holder to ensure that their coaches, participants and spectators abide by the user expectations at our facility. Failure to do so may result in the charge of additional fees and/or the immediate termination of the rental contract.

I, the Licencee, have read the above guidelines and acknowledge the information and guidelines provided.

Name: _____

Signature: _____

Date: _____ Contract #: _____

Please retain a copy of these Guidelines for your reference. A signed copy is to be returned to our Rentals Coordinator via email info@cardelrec.com, faxed to 403-201-8657 or dropped off in person.

Thank you for choosing Cardel Rec South!