



Members hosting Non-Members: Guidelines, Costs & Application

Members are given priority in reserving available ice time for both curling and non-curling events. NOTE: once ice time is booked by a non-member group, no changes will be made without compelling reasons. Reserve your ice time early!

Page | 1

How to get on the calendar

To reserve time, contact the GBCC rental administrator at gbcurling@gmail.com. Application page must be returned to Rental Administrator before rental time is guaranteed.

Rental fee & what's covered

GBCC members may host non-member curling and non-curling events at a 50% discount on the non-member rental rate. Rates below reflect the discount. Family/friend groups are special cases.

For all groups below: Price includes the number of people specified below, 2 hours at the club including set up and teardown, all equipment, ice and clubroom access, including tables, chairs & kitchen counters. Additional event time \$30/hour. **NOTE:** Exclusive use of the facility and ice is not guaranteed. It is understood that other GBCC members may use available facility space and ice during event hours.

Curling instructors are to be arranged by the member hosting the group.

For guest safety, a minimum of one instructor for every 10 guests on the ice is required; ideal ratio is one instructor for every 6 guests. See additional details on page 2.

1. **Learn 2 Curl (L2C) for corporate/work groups: \$200 minimum.** Price covers 16 people; additional people \$12.50/person. See above for what is included.
2. **Non-curling events: \$75.** See above for what is included.
3. **Learn 2 Curl (L2C) for Family & Friend Groups:** intended to be small groups, no more than 20 people. No charge for first 15 people; additional people \$10/each. See above for what is included.

Security/Damage Deposit

GBCC does not require a security deposit from members.

Reasonable care in the use of the facility & grounds is expected.

The cost of any loss, repair, or replacement necessary as the result of the event is the responsibility of the member(s) hosting the event.

Payment

Payment in full must be received no later than the day of the rental.

Payments and security deposits (if required) may be made by cash, check, or online by credit card or eCheck (ask for the online link by emailing club rental administrator at gbcurling@gmail.com).

Page | 2

Make checks payable to **Green Bay Curling Club, Inc.** and clearly label with the **event title/group name and date**. Drop in the kitchen locked box or mail to: JJ Rhyme, GBCC Rental Administrator, 234 Innsbruck Ct., Green Bay, WI 54302.

GBCC members are responsible for complying with the following to ensure the safety of guests and to help maintain a well-kept, well-run facility.

Member Responsibility: Non-Member Guests

The member arranging the event will be the designated Member-In-Charge for the rental event. The primary responsibility of the Member-In-Charge is to ensure the safety and well-being of guests and to ensure the guidelines and procedures established by GBCC for hosting non-members at the club are followed.

Guests are expected to respect and follow all instructions from the Member-In-Charge. Any problems or questions can be directed to the Club President or the GBCC Board of Directors. Contact information can be found at www.curlgb.com

As a condition of our insurance coverage, **ALL guests participating in curling are required to sign the Release of Liability provided at the end of this document before entering the icehouse.**

Children under the age of eighteen must have the Release of Liability signed by a parent or legal guardian.

TO DO LIST to host curling events:

- 🍷 **Arrange on-ice instruction** for the group by recruiting friends or teammates to help.
- 🍷 For guest safety, a minimum of one GBCC instructor for every ten guests on the ice is required.
- 🍷 For guest safety, no more than 30 people, with adequate # of instructors, on the ice at once.
- 🍷 **Ensure that all guests participating in curling sign the required Release of Liability.**
- 🍷 Collect the releases and place them in the rental information brochure stand for later collection.
- 🍷 **Supervise group on the ice during event, keeping in mind that:**
 - 🍷 **To keep the ice clean, guests should carry in a clean pair of athletic shoes**
 - 🍷 Street shoes and wheelchair wheels/tires must be thoroughly cleaned before going on the ice.
 - 🍷 Wheelchair wheels/tires must be cooled down when first on the ice (use sidelines/back boards).
 - 🍷 No shoes with slick soles (dress, heeled or leather soled).
 - 🍷 Remind your guests to dress for the 40-degree ice. Recommended apparel: flexible pants (not jeans!), turtle neck, jacket, gloves or mittens and hat.

GUEST SAFETY IS OF PARAMOUNT IMPORTANCE.

Do Not Allow Horseplay on the Ice!

Member responsibility: GBCC facility

GBCC member(s) should also ensure that guests abide by the following general club guidelines:

- 🍷 NO SMOKING inside the GBCC facility.
- 🍷 All food and beverages are to be confined to the club room dining, kitchen and bar areas.
- 🍷 **NO FOOD OR BEVERAGES ON THE ICE.**
- 🍷 **NO ONE UNDER THE AGE OF 21 IS ALLOWED BEHIND THE BAR.**
- 🍷 Alcoholic beverages may be distributed but not sold. The member(s) hosting the event assume responsibility for enforcement of Wisconsin State Liquor laws.
- 🍷 NO bird seed, rice, or confetti allowed; amplified music must be pre-approved by GBCC.
- 🍷 NO use of nails, adhesive tape or decorating wires on walls & furniture
- 🍷 An insurance certificate is required when specifically requested by the GBCC.

Page | 3

At the end of the event, all areas used (clubhouse, icehouse and grounds) are to be cleaned.

1. Kitchen floor swept free of debris and mopped if necessary.
2. Clubhouse floor free of debris and vacuumed if necessary.
3. All equipment and appliances used cleaned & stored.
4. All food removed from refrigerator, stove, & microwave oven.
5. All trash bagged & carried to outside containers (inside fence, west side of the building).
6. Grounds free of all litter.

Failure to clean up in a satisfactory manner may result in the loss of future rental privileges and/or a cleaning charge, which will be determined by the GBCC Board of Directors.

NOTE: The Green Bay Curling Club is operated and maintained by members. Membership dues cover the cost of a weekly cleaning service.

However, members hosting events may occasionally have to clean *BEFORE* their event, depending on the timing of the cleaning service and whether other members using the club have picked up and cleaned after themselves.

All event activities must be completed no later than 12:00 AM. All cleaning must be finished, and everyone must exit the building by 1:00 AM.

A club member is responsible for remaining on-site until all non-members have exited the building, at which time the member is responsible for closing & securing the building.

Closing Checklist:

- 🍷 All cleaning is completed, as described in the above cleaning guidelines.
- 🍷 Doors are checked and locked (including the west side exit door near the bathrooms).
- 🍷 All lights are turned off, except light outside front door.

**If there is difficulty in securing the building,
contact Club President Jay Pennock at (920) 621-1318**

GBCC Member Facility Rental Application / Contract

This is an application from the Applicant (Member) to The Green Bay Curling Club Inc (GBCC), for use of the described premises at 781 Mike McCarthy Way, on the date & time requested & for the purpose identified. This agreement shall not become binding upon GBCC until accepted by an authorized member of GBCC. Upon acceptance and receipt of any required security deposit, the agreement shall become a rental contract between the Applicant & GBCC. **Note:** For all events, exclusive use of the facility and ice is not guaranteed. It is understood that other GBCC members may use available facility space and ice during event hours.

Return this form to club rental administrator, at gbcurling@gmail.com.

Applicant

Member name or designated contact: _____
Organization Name: _____
Org. Address: _____ City: _____ St: _____ Zip: _____
Phone: Work: _____ Home: _____ Cell: _____
Email: _____

Function & Guests

Work or Corporate Group Family Group Meeting Party
 Wedding Reception Dinner Other (please specify) _____

Date & Time

Date Requested: _____ Day of Week: _____ Time: Start: _____ End: _____
Reserve (check all that applies): Ice Clubhouse Kitchen
Estimated # curling: Adults _____ Children _____ (age range of children _____)
If reserving ice time: # of sheets requested: _____

Instructors and/or Helpers Needed

If your event includes curling, use your guest count above to estimate the number of instructors you will need. (See pages 2 & 3 for member responsibilities and requirements for minimum instructors).

If you need help with recruiting instructors for your group,
please email the club rental administrator at gbcurling@gmail.com

At least one club member hosting the event must remain on the premises as the responsible party from the time the facility is opened until it is closed. The responsible member should ensure that the premise is vacated by 1:00 AM and the building is properly secured, using the Closing Checklist above.

Applicant: _____ **Date** _____
(Name)

Accepted by _____
Green Bay Curling Club representative



Green Bay Curling Club

Adult Participant Release

The undersigned hereby makes the following representations: (i) that the undersigned understands that the sport of curling is played on ice and requires physical fitness; (ii) that the undersigned possesses such physical fitness; and (iii) that the undersigned understands that the risks of participating in any curling activity could involve serious injury or death. Page | 5

In consideration of being allowed access to the Ice House (as defined below) as a participant in any curling activity in the Ice House, I, the undersigned, for myself and my estate, successors, heirs, beneficiaries, administrators, trustees, representatives, and attorneys do hereby remise, release, acquit, and forever discharge (i) Green Bay Curling Club, Inc., a Wisconsin non-profit corporation, (the "Club"); (ii) the United States Curling Association, Inc. ("USCA"); (iii) the Wisconsin State Curling Association ("WSCA"); (iv) the respective successors and assigns of each of the Club, USCA, and WSCA and (v) the respective employees, officers, and directors, but only while acting in their capacity as such, of each of the Club, USCA, and WSCA (collectively, the "Releasees") from any and all actions, causes of action, claims, demands, and liabilities, both in law and equity for damages and any court costs and legal expenses and fees associated therewith in respect of physical, mental, and bodily injury occurring to me while participating in any curling activity in the Ice House prior to the Expiration Date (as defined below); provided, however, that in the event such injury was caused, in whole or in part, by the willful, intentional, reckless, or grossly negligent action or failure to take action of any Releasee, such Releasee shall not be so remised, released, acquitted, or discharged hereby; and provided, further, that nothing herein shall be deemed to limit or exclude any action, cause of action, claim, demand, liability, payment, reimbursement, other benefit, or any court costs or legal expenses and fees that I or my estate, successors, heirs, beneficiaries, administrators, trustees, representatives, or attorneys might have or seek against (a) the Club's "Participant Medical Accident" insurance coverage, (b) any other participant participating in any curling activity in the Ice House, or (c) against any other person or entity other than a Releasee.

The Ice House shall mean the single room containing 3 sheets of ice in which the sport of curling is played in the building located at 781 Mike McCarthy Way, Green Bay, Wisconsin owned and operated by Club. The Expiration Date shall mean the date which is one (1) calendar year after the date this Release is executed below.

I certify that I am at least eighteen (18) years of age and have the legal capacity to execute this Participant Release on my own behalf.

I hereby revoke any and all releases of liability, waivers, and indemnifications previously executed by me in favor of any of the Releasees.

BEFORE SIGNING BELOW, I WAS GIVEN THE OPPORTUNITY TO READ THIS PARTICIPANT RELEASE AND TO CONSULT WITH AN ATTORNEY AS TO ITS SIGNIFICANCE. BY SIGNING BELOW, I UNDERSTAND THAT I AM WAIVING SIGNIFICANT RIGHTS. I UNDERSTAND THE MEANING OF THIS PARTICIPANT RELEASE AND THE RIGHTS I AM WAIVING. NOTWITHSTANDING THE FOREGOING, I HAVE CHOSEN, OF MY OWN FREE WILL, TO EXECUTE THIS PARTICIPANT RELEASE.

Date: _____, 20____

Signature: _____

Print Name: _____



Green Bay Curling Club

Minor Participant Release

The undersigned, being a parent or legal guardian of the minor curler ("Minor") indicated below, hereby makes the following representations: (i) that the undersigned is legally responsible for the Minor and legally empowered to act for, on behalf of, and to execute this Participant Release and thereby bind the Minor; (ii) that the Minor will comply with the rules and regulations of the Releasees (as defined below); (iii) that the undersigned understands that the sport of curling is played on ice and requires physical fitness; (iv) that the Minor possesses such physical fitness; and (v) that the undersigned understands that the risks of the Minor participating in any curling activity could involve serious injury or death.

In consideration of the Minor being allowed access to the Ice House (as defined below) as a participant in any curling activity in the Ice House, I, the undersigned, for the Minor and the Minor's estate, successors, heirs, beneficiaries, administrators, trustees, representatives, and attorneys do hereby remise, release, acquit, and forever discharge (i) Green Bay Curling Club, Inc., a Wisconsin non-profit corporation, (the "Club"); (ii) the United States Curling Association, Inc. ("USCA"); (iii) the Wisconsin State Curling Association ("WSCA"); (iv) the respective successors and assigns or each of the Club, USCA, and WSCA and (v) the respective employees, officers, and directors, but only while acting in their capacity as such, of each of the Club, USCA, and WSCA (collectively, the "Releasees") from any and all actions, causes of action, claims, demands, and liabilities, both in law and equity for damages and any court costs and legal expenses and fees associated therewith in respect of physical, mental, and bodily injury occurring to the Minor while participating in any curling activity in the Ice House prior to the Expiration Date (as defined below); provided, however, that in the event such injury was caused, in whole or in part, by the willful, intentional, reckless, or grossly negligent action or failure to take action of any Releasee, such Releasee shall not be so remised, released, acquitted, or discharged hereby; and provided, further, that nothing herein shall be deemed to limit or exclude any action, cause of action, claim, demand, liability, payment, reimbursement, other benefit, or any court costs or legal expenses and fees that the Minor or the Minor's estate, successors, heirs, beneficiaries, administrators, trustees, representatives, or attorneys might have or seek against (a) the Club's "Participant Medical Accident" insurance coverage, (b) any other participant participating in any curling activity in the Ice House, or (c) against any other person or entity other than a Releasee.

The Ice House shall mean the single room containing 3 sheets of ice in which the sport of curling is played in the building located at 781 Mike McCarthy Way, Green Bay, Wisconsin owned and operated by Club. The Expiration Date shall mean the date which is one (1) calendar year after the date this Release is executed below.

In the case that (name) _____, the Minor, requires urgent medical attention and I cannot be reached, I hereby authorize (i) emergency personnel and medical practitioners selected by any of the Releasees or other chaperone of the Minor, in their reasonable judgment and sole discretion, to take any and all necessary measures on behalf of the Minor and (ii) the disclosure of the information set forth below to emergency personnel and medical practitioners by any of the Releasees or other chaperone of the Minor.

I hereby revoke any and all releases of liability, waivers, and indemnifications previously executed by me in favor of any of the Releasees.

BEFORE SIGNING BELOW, I WAS GIVEN THE OPPORTUNITY TO READ THIS PARTICIPANT RELEASE AND TO CONSULT WITH AN ATTORNEY AS TO ITS SIGNIFICANCE. BY SIGNING BELOW, I UNDERSTAND THAT I AM WAIVING SIGNIFICANT RIGHTS. I UNDERSTAND THE MEANING OF THIS PARTICIPANT RELEASE AND THE RIGHTS I AM WAIVING. NOTWITHSTANDING THE FOREGOING, I HAVE CHOSEN, OF MY OWN FREE WILL, TO EXECUTE THIS PARTICIPANT RELEASE.

Date: _____, 20____ Parent/Guardian signature _____

Name of Parent/Guardian _____

(please print)