City of Kamloops Facility Booking Contract (Permit)

Canada's Tournament Capital

Community & Culture Services
Tournament Capital Centre, 910 McGill Road, Kamloops BC, V2C 6N6
GST # 121361091

Arena's Inquiries	arenas@kamloops.ca
Halls/Facility Inquiries	facilities@kamloops.ca
TCC Facility Inquiries	TCCfacilities@kamloops.ca
Parks/Sport Fields Inquiries	parks@kamloops.ca
Aquatics Inquiries	swim@kamloops.ca
Museum Inquiries	museum@kamloops.ca
Payment/Online Portal Inquiries	PRCAccount@kamloops.ca

Facility Booking Contract (Permit) Information

Title	**EVENT: 2026 KLB BC Cup**	**Prepared by:**	Sheri Smith
Date:	03 Jul 2025	**Status:**	**Firmed**
Contract #	**FA-10882**	**Amendment:**	AC-001

Client Information

Name:	Sandi/Trish Vyse/Arcibald	**Account:**	Kamloops Longblades Speedskating Association
Phone #:	778-257-3958	**Email:**	trisharch8524@gmail.com
Address:	c/o 630 Braemar Dr (treasurer Trish Archibald), Kamloops, British Columbia, V1S 1H9		

Conditions of Use

Property damage must be reported within 24 hours to 250-828-3461.

-

Facility Rental & Extras Summary

Location	Facility	Day	Time	Start Date	End Date	Fees	Extra Fees	Discount	Tax	Total
McArthur Island Sport and Event Centre	**OLY Ice**	**Friday**	**06:00 AM - 10:00 PM**	**20 Nov 2026**	**20 Nov 2026**	**$2,197.12**	**$0.00**	**$0.00**	**$109.86**	**$2,306.98**
McArthur Island Sport and Event Centre	**Concourse**	**Friday**	**06:00 AM - 06:00 PM**	**20 Nov 2026**	**20 Nov 2026**	**$349.32**	**$0.00**	**$0.00**	**$17.47**	**$366.79**
McArthur Island Sport and Event Centre	**Meeting Room 216**	**Friday**	**06:00 AM - 06:00 PM**	**20 Nov 2026**	**20 Nov 2026**	**$83.23**	**$0.00**	**$0.00**	**$4.16**	**$87.39**
McArthur Island Sport and Event Centre	**OLY Ice**	**Saturday**	**06:00 AM - 10:00 PM**	**21 Nov 2026**	**21 Nov 2026**	**$2,197.12**	**$0.00**	**$0.00**	**$109.86**	**$2,306.98**
McArthur Island Sport and Event Centre	**Concourse**	**Saturday**	**06:00 AM - 06:00 PM**	**21 Nov 2026**	**21 Nov 2026**	**$349.32**	**$0.00**	**$0.00**	**$17.47**	**$366.79**
McArthur Island Sport and Event Centre	**Meeting Room 216**	**Saturday**	**06:00 AM - 06:00 PM**	**21 Nov 2026**	**21 Nov 2026**	**$83.23**	**$0.00**	**$0.00**	**$4.16**	**$87.39**
McArthur Island Sport and Event Centre	**OLY Ice**	**Sunday**	**06:00 AM - 06:00 PM**	**22 Nov 2026**	**22 Nov 2026**	**$1,647.84**	**$0.00**	**$0.00**	**$82.39**	**$1,730.23**

McArthur Island Sport and Event Centre	**Concourse**	**Sunday**	**06:00 AM - 06:00 PM**	**22 Nov 2026**	**22 Nov 2026**	**$349.32**	**$0.00**	**$0.00**	**$17.47**	**$366.79**
McArthur Island Sport and Event Centre	**Meeting Room 216**	**Sunday**	**06:00 AM - 06:00 PM**	**22 Nov 2026**	**22 Nov 2026**	**$83.23**	**$0.00**	**$0.00**	**$4.16**	**$87.39**

Contract Total with Tax: $7,706.72

Booking Exclusions, Additions & Modifications

Type	Location	Date	Facility	Day	Start	End
Modified	McArthur Island Sport and Event Centre	22 Nov 2026	OLY Ice	Sun	06:00 AM	06:00 PM

Extra Fees & Details

Name	#	Unit Price	Total Usage	Subtotal	Tax	Total Price
-	-	-	-	-	-	-

Extras per Contract

Contract (Permit) Total

Rental Fee	Rental Tax	Extra Fees	Extra Fee Tax	Total Discount	Total with Tax
$7,339.73	$366.99	$0.00	$0.00	$0.00	**$7,706.72**

Payment Plan Details

Payment Pattern
Single Payment

Total Number of Payments
1

First Payment Due
21 Sep 2026

Invoice & Payment Plan Schedule

Invoice #	Invoice Due Dates	Invoice Amount	Amount Paid	Remaining Balance	Invoice Status
672132	21 Sep 2026	$7,706.72	$0.00	$7,706.72	Scheduled

Total Rental Fee Invoiced: **$7,706.72**

Total Rental Fee Paid to Date: **$0.00**

Remaining Balance:**$7,706.72**

GENERAL TERMS OF USE - FACILITY USE PERMITS

TO: The City of Kamloops (hereinafter called the "City")

AND TO: School District No. 73 (Kamloops/Thompson)

FROM: THE CLIENT (hereinafter called the "Permittee")

1. These General Terms of Use apply to the Permittee's use of the facility or facilities outlined in this Facility Use Contract (collectively referred to as the “Permit” or “Facility Use Permit”). The parties acknowledge and agree that the venue, date, and time of use may be modified from time to time by the City in consultation with the Permittee. In such cases, these General Terms of Use will remain applicable without the need for further signatures or written consent.
2. The Permittee's use of the facility or facilities outlined in this Permit, which may be amended by the City periodically (collectively referred to as the “Facility”), is governed by these General Terms of Use. This Permit is non-transferable.
3. This Permit may be canceled by the City, in accordance with Part 10 of the City of Kamloops Recreation Facilities Fees, Charges, and Regulations Bylaw, as amended or replaced periodically, at its sole discretion at any time without notice.
4. If the Permittee needs to cancel, they must provide a minimum of thirty (30) days' notice prior to the event. Refunds will be provided in accordance with Part 10 of the City of Kamloops Recreation Facilities Fees, Charges, and Regulations Bylaw, as amended or replaced periodically.
5. Pursuant to Part 9 of the City of Kamloops Recreation Facilities Fees, Charges, and Regulations Bylaw, as amended or replaced periodically, all permit holders are mandated to possess a commercial general liability insurance policy with a minimum coverage of $2,000,000 for bodily injury and property damage. Additionally, the City of Kamloops and School District No. 73 (Kamloops/Thompson), where applicable, must be designated as additional insured entities on this policy. Permit holders who are unable to provide proof of liability insurance coverage may, contingent upon qualification, obtain liability insurance through a third-party insurance provider.
6. The Permittee shall refrain from making, erecting, installing, or altering any improvements or fixtures at the Facility without obtaining prior written approval from the City. Accordingly, any temporary structures must be removed prior to the expiration of the Permit.
7. Prior to using the Facility, the Permittee is required to conduct a comprehensive inspection to verify that the Facility is in satisfactory condition and adheres to all necessary standards for its intended purpose. It is essential that no defects or deficiencies exist that may pose a risk of injury. Should the Permittee choose to proceed with the use of the Facility, they shall assume full responsibility for the safety of all individuals involved. Upon concluding the use, the Permittee is obligated to re-inspect the Facility and ensure it is returned to a safe and clean condition for future users.
8. The Permittee acknowledges and agrees that using the Facility involves certain inherent risks, dangers, and hazards that may lead to serious personal injury, death, property damage, or other losses. The Permittee has made an informed assessment of these inherent risks and freely accepts and fully assumes all such risks, including the possibility of personal injury, death, property damage, and associated losses. The use of the Facility by the Permittee is undertaken voluntarily, without any representations or inducements from the City. This voluntary assumption of risk provision will remain in effect even after the Permit expires or is terminated earlier.
9. Any Permittee using Facilities near rivers are to warn their group members and invitees that swimming in the river is dangerous and not permitted.
10. The Permittee hereby releases and waives all claims against the City and School District No. 73 (Kamloops/Thompson), as well as their employees, agents, representatives, insurers, and assigns (collectively referred to as the "Released Parties"). The Permittee discharges the Released Parties from any and all liability and claims for injury, death, loss, damage, or expenses of any kind that the Permittee or any other person may suffer as a result of or in connection with the Permittee’s use of the facility, regardless of the cause. This includes, but is not limited to, negligence, breach of contract, or breach of any statutory duty or duty of care on the part of any of the Released Parties. It also covers any failure by the Released Parties to safeguard or protect any individual from the risks, dangers, and hazards associated with using the facility. This release of liability and waiver will remain in effect even after the expiration or earlier termination of this Permit.
11. The permit holder further indemnifies the City for any loss or injury sustained by their group member(s) or other invitees who swim in the river.
12. The Permittee agrees to refrain from initiating legal action against the Released Parties and further consents to unconditionally indemnify and hold the Released Parties harmless from any and all claims, legal actions, liabilities, losses, damages, expenses, fees, awards, and costs of any nature that arise as a result of or in connection with any acts or omissions of the Permittee or any of the Permittee's participants, licensees, invitees, agents, employees, members, or volunteers (collectively referred to as "Participants"). This indemnification specifically includes, but is not limited to:
    a. Breaches, violations, or failures to perform any covenant, regulation, condition, or term of this Permit by the Permittee or any of the Permittee's Participants.
    b. Damage to the Facility or to any property while said property is located within or around the Facility.
    c. Injuries sustained by the Permittee or any of the Permittee's Participants, including instances of death, occurring in or around the Facility.

    This indemnification and hold harmless provision shall remain in effect following the expiration or earlier termination of this Permit.

13. The consumption of alcohol, tobacco, vaping products, drugs is strictly prohibited in parks and facilities, as discussed in of the City

of Kamloops Parks and Public Lands Bylaw, as amended or replaced periodically.

14. If the Permittee engages a food caterer, both the Permittee and the caterer shall assume responsibility for obtaining and maintaining all necessary permits and authorizations required by the Interior Health Authority. Moreover, they must ensure strict adherence to all regulations and restrictions imposed by the Authority, including, but not limited to, the implementation of appropriate food safety practices. It is also mandatory that products liability insurance be incorporated within the commercial general liability policy referenced in Section 5 of these General Terms of Use.
15. Permits that grant access to kitchen facilities are intended solely for the preparation or warming of pre-made food items, rather than for actual cooking. The responsibility for cleanup following the use of these facilities rests with the Permittee.
16. Any extraordinary cleanup or damage incurred to the City will be billed to the Permittee.
17. The Permittee is required to promptly report any damage or defects related to the Facility to the Civic Operations Department at 250-828-3461. This contact number is accessible 24 hours a day.
18. Dogs are permitted only in designated areas, in accordance with the City of Kamloops Dog Responsibility and Control Bylaw, as amended or replaced periodically.
19. The following additional restrictions may apply to Permits:
    a. All mobile concessions must be approved in accordance with Business Licence and Regulation Bylaw, as amended or replaced periodically.
    b. Vehicles are not permitted on the grass without prior written approval from the City.
    c. Decorations may not be affixed to walls or ceilings using staples; only Sticky Tack or masking tape is allowable.
    d. The Permittee shall assume full responsibility for the distribution of all event information packages and/or vendor contractor coordination.
    e. To host an event where liquor is available, the Permittee must possess a valid Special Event Liquor License as directed by the Province of British Columbia.
20. Rental bookings are not confirmed until the City receives a copy of this Permit signed by the Permittee. As well, this Permit becomes valid after both the Permittee and a City representative sign it and the Permittee agrees to payment schedules and damage deposits, if any.
21. An interest rate of 18% per annum, payable on a monthly basis, will be applied to all accounts that are past due. Additionally, a fee of $25 may be incurred for any returned cheques.

I the undersigned hereby represent and warrant that I have sufficient power, authority, and capacity to legally bind the Permittee and that I am authorized to sign this Permit on behalf of the Permittee. I have read and understand all of the terms and conditions of this Permit, and all Schedules attached hereto, all of which form part of this Permit, and I understand that they are contractual and legally binding. I hereby agree on my own behalf and on behalf of the Permittee, to be bound by all of the terms and conditions of this Permit.

I HAVE READ AND UNDERSTAND THESE TERMS AND CONDITIONS.

PERMITEE: Sandi/Trish Vyse/Arcibald **Date:** 22 Dec 2025	**PERMITEE Signature**	Click to Sign
City Representative: **Date:** 22 Dec 2025	**City Rep Signature:**	

Rental bookings are not confirmed until we receive a copy of this Facility Rental Agreement signed by the Permittee and accompanied by the initial rental fee payment and damage deposit, if any.

Rental Prepared by: Sheri Smith
Printed On: 22 Dec 2025
End of Document