



EAGLE BUILDERS CENTRE

ARENA ICE 2

Facility Rental Information Package
Eagle Builders Centre | 5302 Broadway Avenue
403.885.6371 | ebcrentals@blackfalds.ca

Updated
11/07/2025

BLACKFALDS
ALBERTA

EAGLE BUILDERS CENTRE

ARENA ICE 2

5302 BROADWAY AVENUE

QUICK OVERVIEW

Acceptable usage can be meetings, seminars, workshops, pre-approved commercial use or celebration parties (i.e. birthday, anniversary, weddings or fundraisers).

SIZE: 200 ft X 85 ft

CAPACITY: 500 in stands

AMENITIES

- 5 Dressing Rooms
- In house PA and sound system
- Overhead loading bay door
- Concession
- Common Area in Lobby with TVs



FACILITY RENTAL INFORMATION PACKAGE

RENTAL ICE RATES	LOCAL	NON-LOCAL	LOCAL NON-PROFIT
HOURLY	\$180	\$216	\$108
	JUNIOR ICE RATE	NON-PRIME RATE	
	\$153	\$72	

DRY FLOOR RATES	LOCAL	NON-LOCAL	LOCAL NON-PROFIT
HOURLY	\$85	\$102	\$51
DAILY	\$680	\$816	\$408
WEEKEND (Friday 12 pm to Sunday at 6 pm)	\$1,360	\$1,632	\$816

Local – Individuals or businesses who pay their taxes to either the Town of Blackfalds or Lacombe County

Non-Local – Individuals or businesses who do not pay their taxes to the Town of Blackfalds or Lacombe County

Local Non-Profit – Registered non-profit organizations based in Blackfalds or Lacombe County with a mailing address in either municipality and where a minimum of 80% of participants reside in Blackfalds or Lacombe County (not including other Towns or Cities in Lacombe County).

Non-Prime Rate – Weekdays (Mon-Fri) 8:00 am - 2:00 pm

*Daily rates are for a maximum time of 8 am the day of the event to no later than 12 am.

Should you wish to proceed with a booking please go to www.blackfalds.ca/rentals and fill out the Facility Request Form at the bottom of the page. Guest Services will contact you for further details.

RULES & REGULATIONS

SUBJECT TO CHANGE WITHOUT NOTICE

BOOKING DEPOSIT

A \$300.00 Booking Deposit, or the full amount of the rent (if less than \$300.00), is required to confirm the booking date(s) and should be paid immediately. **The \$300.00 Booking Deposit is non-refundable.**

DAMAGE DEPOSIT

A Damage Deposit of \$300.00 is required before the first scheduled date(s). The Damage Deposit will be deposited directly into the Town of Blackfalds bank account until it is determined if damage has occurred, rules were followed and / or extra cleaning was required. If any of the previous are reported, all or a portion of the Damage Deposit will be withheld to compensate, and the balance will be refunded within three weeks (fifteen business days) of the booking date(s).

CANCELLATION OF FACILITY BOOKING

Town of Blackfalds must receive a completed Facility Cancellation Request Form before refunding of fees occurs. For rentals under \$300 all fees will be withheld. For rentals over \$300 and the cancellation occurs less than 30 days from the event date, all fees will be withheld. For rentals over \$300, if the cancellation occurs more than 30 days prior to the rental date, a \$300 nonrefundable booking fee will be retained, and the remainder of the facility fees will be refunded with a cheque. In the event that a State of Emergency or other circumstance deemed important by the Town of Blackfalds, this facility may be required by the Town resulting in the cancellation of your booking and a full refund being issued.

BALANCE

The Balance of the rent, after the Booking Deposit is paid, is due prior to the

booking date(s). ALL payments are non-refundable.

ADDITIONAL SERVICES

Additional services such as additional ice floods and dressing room requirements should be clearly defined at the time of booking. Any of the additional services ordered that are unused will not be refunded.

The Community Services Department reserves the right to close the Eagle Builders Centre – Arena 2 as a result of inclement weather or any other circumstances that arise which may result in damage to the facility or danger to the participants. In this case a full refund will be issued.

HOURS OF BOOKING

Ice rentals will be available beginning in early September and will end at the end of March. The facility will be open for bookings at 6 a.m. until 12 a.m.

FACILITY MAINTENANCE

All renters are expected to clean all areas of the Eagle Builders Centre – Arena 2 they use (ie dressing rooms). Any part of the facility which is properly clean may be subject to loss of rental privileges without refund and additional cleaning/maintenance costs.

INSURANCE REQUIREMENTS

Proof of insurance for high risk events must be provided to Guest Services 30 days prior to your event. You may apply for insurance by going to <https://blackfalds.instantriskcoverage.com/login> or utilize an insurance broker (event date must be within 4 months from date of application).

ALCOHOL & TOBACCO

The Eagle Builders Centre – Arena 2 is an

alcohol and tobacco free facility. This is a zero-tolerance facility and anyone not following this will be subject to removal from facility and banning from facility.

CLEAN-UP

The entire facility must be left in a clean and orderly fashion prior to vacating the facility. All personal belongings must be removed from the premises and all equipment must be returned to its proper storage area. It is necessary to make sure that the entire Eagle Builders Centre – Arena 2 area is cleaned properly, especially the dressing rooms. The renter is responsible for the clean-up.

RESPONSIBILITY & INSURANCE

The individual signing the Eagle Builders Centre - Arena 2 Ice contract is responsible for not only the set-up and organization of the event, but to also ensure that all rules and regulations are followed from the event start time to the event completion time as stated on the contract. The renter shall indemnify and save harmless the Town of Blackfalds, its agents and employees, from and against claims, demands, losses,

damages, actions, suits or proceedings by third parties that arise out of a private booking of the Eagle Builders Centre – Arena 2 unless proven to be directly caused from gross negligence by the Town of Blackfalds. If the renter does not normally carry liability insurance coverage, he / she may wish to consider obtaining appropriate insurance coverage specifically for the booking / event.

I have read through, understand, and agree to the Eagle Builders Centre – Arena 2 Rules and Regulations. I have initialed at the bottom of each page.

CAMPING FACILITIES

Camping facilities are available at Burbank Campground: 403.885.5335, Watipi Campground: 403.598.1537 and/or All Star Park.

Camping is not allowed in the Eagle Builders Centre parking lot or grounds.

A \$50 fine for each unit located on the grounds after 3 AM will be deducted from the damage deposit.

Should you wish to proceed with a booking please go to www.blackfalds.ca/rentals and fill out the Facility Request Form at the bottom of the page. Guest Services will contact you for further details.

EAGLE BUILDERS CENTRE ARENA ICE 2

CLEAN-UP

The renter is responsible for the general clean-up of the facility.

- ☐ Tables and chairs are not the responsibility of the renter to take down and put away.
- ☐ Cover/protect all tables if doing arts and crafts.
- ☐ All decorations and related items must be removed by the time indicated on your contract. No overnight storage allowed.
- ☐ Larger spills should be cleaned up and floor swept for obvious dirt.
- ☐ Garbage and recycling must be put into the appropriate receptacles.
- ☐ All lights are turned off.
- ☐ Counter areas wiped clean.

VACATING THE FACILITY

It is essential that the Eagle Builders Centre – Arena 2 must be vacated at the completion time stated on the contract so Building Services may perform clean-up and table/chair takedown. If the facility is not vacated as agreed in the contract, charges will be applied against the damage deposit.

EMERGENCY PHONE NUMBER

Fire, Ambulance, Police | 911

** The Town of Blackfalds is not responsible for charges incurred due to false smoke alarms, this is the responsibility of the renter.*

TOWN OF BLACKFALDS CONTACT NUMBERS

Guest Services | 403.885.4039

Community Services (after hours) | 403.357.9888

* All booking payments and facility fees are required at the time of booking, either in person or by phone.

* All cheques are payable to Town of Blackfalds.

RENTERS AGREEMENT & RESPONSIBILITY

I have read, understand and agree to comply with the Eagle Builders Centre – Arena 2 Rules and Regulations.

RENTER'S SIGNATURE

DATE (MM/DD/YY)

GUEST SERVICES SIGNATURE

DATE (MM/DD/YY)

As the before mentioned renter, the individual signing the Eagle Builders Centre – Arena 2 contract is responsible for the set-up and organization of the event as well as to also ensure that all rules and regulations are followed from the event start time to the event completion time as stated on the contract. This signed and dated Information Package must be sent or returned to Guest Services and a copy of the signed contract by the requested date to generate a complete booking.

The renter shall indemnify the Town of Blackfalds, its agents and employees, from and against any claims, demands, losses, damages, actions, suits or proceedings by third parties that arise out of a private booking of Eagle Builders Centre - Arena 2, unless proven to be directly caused from gross negligence by the Town of Blackfalds.