



Nanaimo Minor Hockey Association

www.hockeynanaimo.com



ICE ALLOCATION, RESPONSIBILITIES AND PAYMENT

PLEASE READ VERY IMPORTANT

- All ice bookings, for all Divisions, shall be coordinated by the **Administrator and Director of Hockey Operations**
- It is understood that the Association requires the use of ice on specific occasions; it may reassign previously allocated ice, i.e. for Association tournaments, playoff games, makeup games, etc.
- U6, U7, U8 & U9 teams may have a minimum of two (1) hour of practice for those weeks in which ice is available.
- For the U11, U13, U15 7 U18 and Female Recreational divisions, the Administrator may assign ice so that each team has a minimum of one (1) hour of practice and one and one-half (1½) hours of game time per week for those weeks in which ice is available. or according to VIAHA Mid-Island league schedule.
- **For the Competitive teams,** the Administrator may assign ice so that each team will have a minimum of two (1) hour of practices and one (2) hours of game time per week, or according to Island league schedule, for those weeks in which ice is available.
- U11 development teams, the Administrator may assign ice so that each team will have a minimum of two (1) hour of practices and one (1 ½) hours of game time per week, or according to league schedule, for those weeks in which ice is available.
- Teams may not revise scheduled ice-practices or games. If ice changes are required, the manager must inform any changes to the Administrator seven days prior to the necessary changes, if practices are on Mondays or Fridays, check your tournament schedule and then cancel if needed
- If two teams, regardless of fault, arrive for the same hour of practice, this procedure should be adhered to:
 - each team will use half of the ice
 - coaching staff must ensure the safety for all players
 - the Administrator should be informed of the shared ice as soon as possible.
- If two teams arrive for the same ice, one for a practice, the other for a game, the game team will have the assigned block of ice. The Administrator must be informed as soon as possible.
- Scheduled ice time not used and not cancelled with the NMHA Administrator and/or Administrator 7 days prior, will be charged to the team at the rate for the facility booked.
- If a team does not show up for the ice time allocated, and no previous arrangements had been made with the Administrator than the team, allocated to this ice time, will pay for the ice not NMHA.
- When ice is returned there is no guarantee of being allocated back at a different date.



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- Notice of needing officials should be done seven days prior or once game is confirmed.
- Notice of not needing/cancelling officials should be given to the Administrator within 72 hours. Anything less than that and your team will be invoiced the amount to be paid out to officials. Some exceptions apply, such as weather and out of town team cancellations.
- Each team is responsible to have a safety or coach (not ever a player) check the dressing room prior to and after each game or practice. This will protect the team from charges for cleaning or damages.
- No player shall be allowed on the ice (including having their feet dangling over the boards) until the Zamboni has completely left the ice surface and the Zamboni doors are closed.
- Please help speed up ice cleaning after practices by moving the nets for the rink attendant.
- All NMHA members will not hassle any rink attendant for being buzzed off the ice. If a team feels they have been shorted of time, contact the Director of Hockey Operations and/or Administrator with details.
- Teams must clear the ice immediately, at the end of their allotted ice time, regardless of whether the full three (3) periods of play have been completed. Timekeepers are instructed by Officials to sound horn or buzzer to signal the end of allotted ice time.
- Team managers are asked to forward their exhibition and tournament schedules to the Administrator, in order to properly assign practice times
- Administrator may make direct contact with Team managers and Division Directors with respect to ice schedules.
- **REQUEST FOR EXTRA ICE MUST GO THROUGH THE NMHA OFFICE,** DO NOT CALL THE CITY OF NANAIMO FOR EXTRA ICE. Extra ice is user pay, your team will be billed and it must be paid within receipt of invoice.

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Send all emails to nanaimomha@shaw.ca