



Rental Procedures: Thank you for renting the St. Luke's Sports Rink! It is important that you look over the following rental procedures prior to your upcoming visit!

Location: The address to the facility is 3323 Seventh St. Whitehall, PA 18052.

Check In: Upon arrival to the facility, **all participants must** check in on the iPad kiosks in the lobby to complete the waiver. This is to be done **every** visit.

Staffing: There will be a staff member on site 30 minutes prior to the rental, during, and 30 minutes following. If you have any questions/concerns or emergencies, please contact them immediately. Staff members will be stationed in the main lobby office.

Field Dimensions: 200' x 85' <https://bit.ly/3F7bVUt>

Playing Surface: The following rules will be **strictly** enforced:

- The use of plastic cleats, turf shoes and or sneakers are encouraged. **NO METAL cleats!**
- No food or drinks are permitted on the field. That includes no chewing gum, sunflower seeds, sports drinks and or alcohol/tobacco products.
- No climbing on the walls or hanging from the nets.
- No profanity, fighting or inappropriate music will be tolerated.
- Participants must be fully clothed at all times including shirts, pants, and appropriate footwear.

Equipment: The facility can provide, upon request, the following goals/nets:

- Full size soccer (18' x 6.9') small sided soccer (10.5' x 6.9'), field lacrosse (6'x6') box lacrosse (4'x4') and field hockey
 - The use of any additional equipment and/or unauthorized marking of the field (ie. tape, chalk, paint) on the field are **prohibited**; unless approved by staff prior. (at least 48 hours)
 - Upon confirmation of booking, the renter is held responsible for any damages done to the facility during their scheduled time. (turf, lobby, locker rooms, and bathrooms)
- Please let us know any accommodations needed prior to your rental so that we can prepare the field beforehand. (at least 48 hours) This includes goal setup, types of goals, equipment (cones, spots, etc) or the divider net.

Facilities: There are 4 locker rooms open and available for use on the turf level that will be accessible during your rental. There are restrooms both upstairs and downstairs as well as a water fountain on the turf level. Two vending machines are also accessible and located on the upper level by the seating area.

Health & Safety: We are closely following COVID-19 health and safety guidelines as set by the state of PA. As these guidelines continue to change, St. Luke's Sports Rink will be sure to update its protocol in order to remain 100% compliant. As of 1/2/2022, we strongly encourage, but do not require, masking and social distancing while inside the facility.

First Aid: The facility is equipped with an AED, emergency kit, and ice packs which are all located in the training room on the field level. In case of a medical emergency, please call 911 and alert the staff member on duty.

Payment: Full payment is due prior to your scheduled booking. No rental or event may take place until full payment has been received. Credit card information can be submitted online (via UpperHand

Software) or over the phone. Checks must be made payable to Whitehall Sports Rink, LLC. We do accept cash but must be the exact amount.

Facility Closure: If the facility is closed due to inclement weather, health and/or safety reasons; all personnel will be notified immediately via phone and email. All rental fees will be credited to your account to be used at a later date (within 6 months). Rescheduling and cancellations are made at the discretion of management and facility schedule.

Cancelation Policy: If you need to cancel your rental please notify our staff immediately. You have up to 30 days before your rental to cancel without penalties. For any cancellations under the 30 day period, you will be charged 50% of the rental fee. If you need to cancel within 7 days, or do not show up for your scheduled rental, you will be charged the full amount.

Failure to follow or adhere to any of the above guidelines will result in dismissal from the facility, revocation of membership and/or judicial referral. Report all maintenance issues, emergencies, vandalism, or misuse of facilities immediately to the front desk staff member or call 610-351-0352/ email: info@sportsrink.com