



Boston Common Frog Pond

Advance Sales Policies & Procedures

2016-2017 Season

Admission and Rental Costs:

With Advances Sales purchases, adults (any patron over 58 inches tall) are admitted for \$6 each. Children (any patron under 58 inches tall) are admitted free of charge. Skate rentals are available for \$6 per pair for children and \$12 per pair for adults. Advance Sales requests must be received at least fourteen days prior to the requested date. Request forms must be submitted with payment.

Financial Arrangements:

Payment in full is required by not less than fourteen days prior to the requested date. Passes will be given to the event's organizer for distribution to their guests. The various types of passes are: admission-only; rental-only (for children); and combination (admission + rental) passes. All passes are NON-REFUNDABLE unless the event is cancelled due to rink closure.

Cancellation:

Events may be cancelled due to rink closures for inclement weather or other unforeseen circumstances. If an event is in question, please call 617.635.2120 to confirm. In the event of a cancellation, refunds will be provided to the event organizer for returned passes only. Please note that all passes are valid at any time throughout the skating season and, thus the facility cannot accept responsibility for any distributed passes that were not returned to the event organizer. Organizers are encouraged to reschedule cancelled events on another mutually-agreeable date.

Alcohol:

Alcoholic beverages are prohibited in the Boston Common.

Smoking:

Smoking is also prohibited in the Boston Common.

Café:

The facility's café is open for all events. Outside vendors or caterers are not allowed at the rink. Café items must be paid for directly to the snack bar.

Parking:

Parking is available in the Boston Common Parking Garage, located directly under the Boston Common with an entrance on Charles Street (between Boylston and Beacon Streets). Parking fee information is available from the garage.

Release of Liability:

Guests skate at their own risk. The organizer understands that this activity presents and involves inherent risks, including injury or death. The organizer will notify their guests of these risks and all guests will voluntarily agree to expressly assume all risk of injury and death that may result from participation in this activity, related in any way to the use of this facility.

Conduct:

To ensure the safety and enjoyment of our guests and clients, no unsafe or disruptive behavior will be tolerated on the premises. Intoxicated persons will not be permitted. No hockey sticks or other equipment are allowed on the ice. The Boston Common Frog Pond skating rink has the responsibility and the authority to exclude events inappropriate to the facility.



Boston Common Frog Pond

Advance Sales Request Form

2016-2017 Season

All group events are subject to availability and weather conditions.

Company/Organization Name: _____

Contact Name: _____

Address: _____ Apt/Suite: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Phone number where you may be reached on the day of the event: _____

Event Information:

Advance Sales are available for groups of twenty (20) or more people and must be reserved and paid for at least fourteen (14) days in advance. Admissions and rental passes must be picked up in person at the Boston Common Frog Pond.

Available Days/Times:

Mondays	10am - 3:45pm
Tues, Weds, Thurs	10am - 9pm
Fridays and Saturdays	10am - 10pm
Sundays	10am - 9pm

Preferred Day: _____ Date: _____

Arrival Time: _____ Departure Time: _____

Expected Attendance: Adults _____ x \$6 each _____
Children _____ No Charge

Expected Rentals: Adults _____ x \$12 each _____
(includes MA sales Tax) Children _____ x \$6 each _____

Payment Information: (please circle payment method)

Check or Money Order

(payable to Boston Frog Pond)

Credit Card

(Visa, MasterCard, or Discover)

Credit Card Number: _____ Exp Date: _____

Cardholders's Name: _____

Signature: _____

Please fax, mail, or email this form to:

Boston Common Frog Pond
PO BOX 120002
Boston, MA 02112-0002
Frog Pond Fax: (617) 635-2217
frog.pond@scboston.org