



## MINNESOTA HOCKEY ARENA HOST LETTER OF UNDERSTANDING

**Minnesota Hockey (MH)**, the governing body of youth hockey in Minnesota, sanctions Region and State Tournaments each year. In order for these tournaments to provide the best possible experience for everyone involved, MH requires a number of items to be provided by the host arena. MH utilizes local host associations (Host) to run its tournaments. Contact should be through the local Host regarding specific tournament issues.

1. *Arena Operations.* ARENA will provide all necessary arena related operations for Region and State Tournaments including, but not limited to ice cleaning, locker room cleaning, sidewalk and parking lot clearing, general maintenance, etc.
2. *Arena Utilities & Access.* In order to publicize event, MH asks ARENA to provide access to arena utilities (e.g. phone, fax, electrical, internet) for basic tournament operations. Installation of additional utility access for tournament use (e.g. extra phone lines, internet) will be charged at market rates to the Host.
3. *Minnesota Hockey Licensed Tournament Merchandise.* In order to protect MH vendors and MH trademarks during events, MH requires ARENA to grant MH exclusive rights to sell officially licensed MH apparel and merchandise at the Arena during the Region or State Tournament, and that ARENA will grant no such rights for sale of hockey related merchandise to any third parties without written consent of MH. MH will have the right to assign these rights to a third party. In addition, ARENA will not charge a fee to any MH approved vendor in order to display and/or sell official merchandise at MH Region and State Tournaments.
4. *Minnesota Hockey Licensed Tournament Photography.* MH requires ARENA to grant MH exclusive rights to sell officially licensed MH event photography during the Region or State Tournament and will grant no such rights for sale of hockey related photography to any third parties without written consent of MH. MH will have the right to assign these rights to a third party. In addition, ARENA will not charge a fee to vendor in order to display and/or sell official photographs at MH Region and State Tournaments.
5. *Minnesota Hockey Licensed Tournament Video Broadcast.* MH requires ARENA to grant MH exclusive rights to video broadcast the Region or State Tournament and will grant no such rights to any third parties without written consent of MH. MH will have the right to assign these rights to a third party. In addition, ARENA will be expected to provide MH's licensed vendor the necessary space to video broadcast the MH Region and State Tournaments.
6. *Minnesota Hockey Signage.* In order to provide recognition to MH sponsors and financial contributors, MH displays signage detailing sponsor and MH information. MH requires ARENA to grant MH the right to display signage during the Region or State Tournament in a minimum of two locations - one lobby banner (Region and State Tournaments) and one dasher board sign per ice sheet (State Tournaments only). Location of banners and dasher boards will be mutually agreed upon prior to installation. MH or Host will be provided the opportunity to install banners and dasher boards at a mutually agreeable time prior to start of the Region or State Tournament.
7. *Other Signage.* MH asks ARENA to grant MH the right to display additional signage prior to and during the Region or State Tournament if such rights are allowed and space is available. Parties will agree on financial terms as necessary for this type of signage.

8. *Public Address.* MH requires ARENA to provide access to their public address system during the Region or State Tournament for in-game and general announcements.

9. *Exhibit Space.* MH requires ARENA to provide a mutually agreeable amount of exhibit space, to include, but not be limited to, space for the display of tournament brackets, during the Region or State Tournament.

10. *Ticket Sales.* MH requires ARENA to grant MH the right to sell general admission tickets to the Region or State Tournament. Host will retain all revenues generated through ticket sales.

11. *Ice Rental.* Host will purchase 22 hours of ice time at a rate of \$ 180 during the duration of the Region or State Tournament at the ARENA.

12. *Tournament Volunteers.* Host will provide all necessary volunteers for tournament related operations, including team management, locker room attendants, live scoring official, announcers, scorekeepers and ticket takers.

13. *Tournament Officials & Medical Staff.* Host will provide all necessary officials for tournament including referees, rules officials and medical staff.

14. *Liability Insurance.* MH and its registered affiliates are insured under a general liability policy through USA Hockey, Inc.

15. *Tournament Promotion.* MH will provide extensive media exposure and promotional collateral materials for the Tournament, to include but not be limited to, news releases to area media and on-going tournament exposure via the MH web site, [www.minnesotahockey.org](http://www.minnesotahockey.org).

**The Minnesota Hockey Handbook governs all Minnesota Hockey events. In any case where this agreement conflicts with the Minnesota Hockey Handbook, the Handbook shall prevail.**

**This Letter of Understanding is an outline of expectations for Minnesota Hockey, its host association and the host arena. The goal is to provide the best possible experience for the players and the fans attending the tournament, the host arena and its staff and the host association and its volunteers.**

**MINNESOTA HOCKEY**

**FOR HOST ARENA**

\_\_\_\_\_  
Host Association Tournament Director

\_\_\_\_\_  
Its: Mayor

\_\_\_\_\_  
Its: Director, District \_\_\_\_\_

\_\_\_\_\_  
Its: City Clerk

\_\_\_\_\_  
Its: Vice President, Tournaments

Arena Address: 1401 NW 3rd Avenue  
Grand Rapids, MN 55744

Tournament: \_\_\_\_\_

Dates: \_\_\_\_\_