



**Rink Board Advertising Rights within the
Kirkland Lake Community Complex Arena**

Effective Aug 2016 – May 2019

CONDITIONS:

Advertising rights for the rink boards will be accepted by a bid process.

Payment Structure:

- Non profit organizations will be bidding on an annual payment per sign.
- 90% of the net revenue generated from sales will remain with the organization
- 10% of the net revenue generated from sales will be paid to the Municipality
- Sign production and supply fees are at the organization's expense

Payment schedule will be:

Year One: October 30, 2016

Year Two: September 30, 2017

Year Three: September 30, 2018

GENERAL CONDITIONS

- New signs are to be installed between May 1st and July 15th annually. If a new sign is produced during ice season it will be installed when possible.
- The Town of Kirkland Lake will install advertisements at no additional cost
- Every attempt will be made to keep advertising visible at all times, however, advertising may be covered due to special events.
- Advertising space is to be produced on polystyrene (or similar material) and is to be covered with sheets of 3mm clear polycarbonate

- Any damage to the sign or polycarbonate is the responsibility of the organization. The municipality will replace signs that have been damaged as quickly as possible.
- No tobacco or alcohol advertising will be permitted
- No religious or political messages will be permitted.
- Advertisements must be in good taste and acceptable to general community standards. The final copy and design (camera ready art) must be approved by the Town of Kirkland Lake prior to production.
- Due to the time, effort and cost involved in the production of signs, each term will be three years in length. At the end of three years, advertising rights will be re-advertised.
- The Municipality of the Town of Kirkland Lake reserves the right to accept or reject any or all proposals submitted.
- All pricing shall be in Canadian Funds, all applicable taxes included with the exception of HST which will be considered as extra to the annual rate.
- The Town of Kirkland Lake reserves the right to terminate the agreement, in whole or part, whenever the Municipality determines that such termination is in the best interest of the Municipality, upon giving 30 days written notice to the organization.
- Please contact Stella Williams, Business Office Coordinator if additional information is required

Sealed Proposals marked

RINK BOARD ADVERTISING RIGHTS

Will be received by the undersigned up to
Wednesday Aug 10th at 2:00pm

Clerk
Town of Kirkland Lake
3 Kirkland Lake, ON
P2N 3P4

**THE TOWN OF KIRKLAND LAKE
REQUEST FOR PROPOSAL (RFP)
BID DOCUMENT
RINK BOARD ADVERTISING**

Department of Community Services
P.O. Box 1757
Kirkland Lake, ON
P2N 3P4

Date: July 29, 2016

Sealed Proposals shall include the following seasonal leases. Each season begins on August 1st and runs until May 31st of the following year.

	Per Season	
Aug 1, 2016 to May 31, 2017	\$ _____	+ HST = \$ _____
Aug 1, 2017 to May 31, 2018	\$ _____	+ HST = \$ _____
Aug 1, 2018 to May 31, 2019	\$ _____	+ HST = \$ _____
	3 Season total	\$ _____

We the undersigned, declare that:

- a) We have arrived at this Proposal without collusion with any competitor,
- b) This Proposal is open to acceptance by the Owner for a period of 60 days from the date of Proposal closing,
- c) All Proposal Forms and Forms called for by the Instructions to Proponents form an integral part of this Proposal, and
- d) No member of the Owner's Council and no other officer or employee of the Owner is, will be, or has become interested, directly or indirectly, as a contracting party, partner, surety or otherwise in, or in the performance of the Contract, or in the supply, work, or business to which it relates, or in any portion of the profits thereof, or any of the money to be derived there from.

Signatures:

Signed and submitted by:

Company Name

Signature of authorized signing officer

Name and Title of Authorized Signing Officer

Name of Witness

Signature of Witness

2016. Date this _____ day of _____,