



Iqaluit Aquatic Centre Corporate Wellness Program

Thank-you for your interest in the Corporate Wellness Program with the Iqaluit Aquatic Centre. This package includes an outline of our Corporate Wellness Program as well as the required Corporation and Employee Enrollment forms. Should you have any questions about our program or need some assistance at any step of the enrolment process, please give our Guest Services team a call at 975-8544 or send us an email at AquaticCentre@city.iqaluit.nu.ca

There is no cost to your company to enroll in the program. The Corporate discount rate is applicable to Annual passes only. Annual pass holders are entitled to a 15% discount on all registered programs; a one time, up to six month freeze may be instituted on all Annual passes; Annual passes paid in full front are the cost of ten months (2 months free.)

To enroll your company or group in our program, you will need to do the following:

- 1) Complete the enclosed Company Enrollment form, and indicate how many employees will be participating. Please see the attached policy overview for more information on pass benefits and restrictions.
- 2) Have employees complete the enclosed Employee Enrollment form.
- 3) Return all completed documents to Guest Services at the Iqaluit Aquatic Centre

Once all documentation has been received, employees have ten calendar days to visit the Guest Services desk at the Aquatic Centre and make arrangements for payment. Passes shall be made effective as soon as the minimum number of employees required for the discount level have paid for their pass.

Should you wish to make arrangements to pay for your employee passes, please contact our Guest Services Associates and they will be happy to assist you.

Kind Regards,

Iqaluit Aquatic Centre
Department of Recreation
City of Iqaluit



Iqaluit Aquatic Centre Corporate Wellness Program Policy

The Iqaluit Aquatic Centre is pleased to offer a Corporate rate for interested businesses and associations for their employees or members. The terms and conditions of membership under the Corporate fee structure are outlined in the document below.

Overview

- 1) There is no cost to the employer for enrollment in the Corporate Wellness Program.
- 2) The Corporate Wellness Program extends to the following groups
 - i. Registered Corporations;
 - ii. Registered not-for-profit or charitable societies and groups.
- 3) Corporations must register with IAC Guest Services prior to any discount being offered to their employees. Please contact our Guest Services desk at AquaticCentre@city.iqaluit.nu.ca for an enrollment package.
- 4) The Corporate discount rate is applicable to Annual passes only. Annual pass holders are entitled to a 15% discount on all registered programs; a one time, up to six month freeze may be instituted on all Annual passes; Annual passes paid in full up front are the cost of ten months (2 months free.)
- 5) No discount will be applied to Monthly, Drop-in or Daily rates.
- 6) Employees enrolled in the Corporate Wellness Program may purchase different levels of pass access (e.g. some employees may choose annual pool and fitness passes; others may choose pool only access.)
- 7) Employee enrollment is the responsibility of the Corporation. Please see the Enrollment Package for more specific information on this or contact Guest Services for more information.
- 8) The Corporate discount applies only to individual employees of the corporation (e.g. benefit does not extend to Family Passes.) Employees may upgrade to a family pass, however the discount only applies to the Employee's portion of the fee.
- 9) All pass-holders must adhere to facility policies and regulations.



- 10) Enrollment in the Corporate Discount program does not guarantee registration in any class/lesson/program offered by the facility.
- 11) The Corporate Discount may not be combined with any other discount or special time offer.
- 12) Passes are non-transferrable and non-refundable.
- 13) Passes remain property of the IAC. Lost or stolen passes should be reported immediately to the Guest Services team. Replacement passes will be charged at the public rate of \$20 per pass.

Pass Discount

5-9 Employees:	10%
10-19 Employees:	15%
20+ Employees:	20%

Enrollment

- 1) Program enrollment is the responsibility of the Corporation. Corporate Discount Packages can be requested by contacting IAC Guest Services (AquaticCentre@city.iqaluit.nu.ca or 975.8544)
- 2) Employee registration forms must be completed in detail and returned to the IAC prior to the completion of registration/enrollment.
- 3) Passholder agreements are with the individual and not the company.
- 4) Employee sign up does not automatically enact Corporate discount. Once the minimum enrollment threshold has been reached and the passes have been paid for, the Corporate discount takes effect.
- 5) Discounts are guaranteed to companies for one year from the start date of the passes, based on the number of employees signed up at the time of enrollment. Additional employees may enroll at any time throughout the year, however the discount applied will remain the same as at time of sign up.
- 6) Enrollment agreements will be reviewed annually. Re-registration will be required.
- 7) Should program participants have an existing annual pass, but wish to enroll in the Corporate program to achieve the discounted rate, they may do so.



- The existing pass will be extended by one year from the date of the Corporate pass activation.
- The unused portion of the original annual pass will be credited towards the new Corporate annual pass, which will be priced at the discounted rate.

Payment

- 1) Payment in full must be made by the employee at the IAC (cash, cheque, debit, Visa or MasterCard) within 10 business days of the date forms were submitted by the corporation to the IAC, to guarantee the start date of the Pass.
- 2) Passes will not be valid until such time as the minimum number of employees for the discount level applied have paid their fees directly to the IAC.
- 3) The Corporation may choose to make payment up front on behalf of the employees.
- 4) Corporations that choose to cover the costs of their employee enrollment in the program will be eligible for invoicing. Please contact Guest Services for more information about this.



CORPORATE PASS ENROLLMENT

CORPORATION INFORMATION

Date of Application: _____
Company name: _____
Incorporation number: _____ Phone: _____
Building number: _____ Box number: _____
Community: _____ Postal Code: _____

CORPORATE AUTHORIZATION

Name: _____
Position Title: _____ Phone: _____
Email: _____

DISCOUNT APPLICATION

Check the number of staff you wish to enroll:

- 5-9 Employees 10% discount
- 10-19 Employees 15% discount
- 20+ Employees 20% discount

Employees will be required to register using the attached pages. Please scan and email completed registration forms to AquaticCentre@city.igaluit.nu.ca. Employees will be required to attend the IAC Guest Services Desk for payment within ten calendar days of enrollment. When the minimum number of employees required for the discount have paid the associated fees, all passes associated with the Corporation will be activated.

Recreation Department Use Only

Authorized Signature: _____ Approval Date: _____

Pass Activation Date: _____



PASS HOLDER AGREEMENT FORM

PASS HOLDER INFORMATION

Name: _____ Birthdate: _____
Home address: _____ Mailing address: _____
Telephone: Cell _____ Home _____ Work _____
Emergency contact: _____ Telephone: _____
Pass Effective Date: _____
_____ to _____

TERMS AND CONDITIONS OF THE AGREEMENT

About this Agreement: This is a plain language agreement (the "Agreement"). The pass holder is referred to as "you" or "the Guest" and The City of Iqaluit, is referred to as "us", "we", or "the City". This Agreement is legally binding. This document contains the entire agreement between you and the City.

1. **The City's Responsibilities:** By signing this Agreement, we accept you as a Guest of the Iqaluit Aquatic Centre. You will have the right to use the equipment and services located in our facility associated with the level of pass that you have purchased, during our posted hours of operation. Any additional programs or services are at the expense of the Guest.
2. **Guest Responsibilities:** By signing this Agreement, you agree: a) to pay the City the sums and charges in this Agreement, (the "Fees") when due, irrespective of the amount of use you make to the facilities, b) to follow all of the terms and conditions which are set out in this Agreement, c) to follow facility rules and regulations ("Rules") which may be posted at the facility from time to time, and d) to immediately notify us of changes to your personal contact information.
3. **Release:** You, the Guest, acknowledge that there are risks associated with participating in recreation activities and in exercising. Your participation is completely voluntary and by using our facility and/or participating in our programs, you acknowledge that you are assuming all risks of injury to yourself or others including any illness or medical condition. Please raise any concerns about starting an exercise or fitness program with your physician before using our facilities. You hereby forever waive, release, and discharge the City and its officers, agents, employees, representatives, executors, heirs and all others acting on their behalf from any and all claims or liabilities for injuries or



damages to the Pass holder`s person and or/property, including those caused by the negligent act or omission of any mentioned or others acting on their behalf, arising out of or connected with the participation in any activities, programs or services of the City or the use of any equipment, provided by and/or recommended by a City staff or volunteer. The City is not responsible for any damage to, loss or theft of personal property.

4. Pass Term: This contract shall be in effect for the duration of the term noted on page 1 of this agreement.
5. Cancellation: Verbal notification and/or non-attendance will NOT constitute cancellation of a pass or program enrolment. Annual Pass holders may rescind this Agreement within five (5) calendar days of the date of this Agreement only upon written notice in person to the IAC or via email. Monthly pass holders rescind this agreement within five (5) calendar days of the date of this Agreement, provided they produce a valid medical certificate along with their cancellation request. Refunds are subject to a \$25.00 processing fee. For more information on the City`s refund policy, please see Guest Services at the IAC or find it online at www.city.iqaluit.nu.ca
6. Annual pass holders are eligible for a once-annual freeze of up to six (6) months in duration. A minimum of 14 days` notice prior to the requested hold start date is required in writing . Requests may be made at the Guest Services Desk at the IAC.
7. Change in Fees: We reserve the right to adjust fees and eliminate discounts should eligibility change.
8. Facility/Program Rules and Regulations: Our rules are for your benefit and protection and must be followed by all Pass holders. We reserve the right to cancel or suspend your pass/facility access, without refund, if you: a) fail to follow the rules, b) cause a nuisance or disturbance, c) commit any illegal or immoral acts, or d) if we feel that your actions may endanger yourself or others. We do not allow any unsanctioned business activity or solicitation at our facility. Appropriate attire must be worn for the activity you wish to participate in at our facility. Bathing suits or clean, lycra-type clothing may be worn in the pool; guests reliant on diapers must use swim diapers. Indoor-only athletic footwear must be worn in the fitness centre; appropriate clothing must be worn while working out. Revealing clothing (e.g. bandeau tops, sports bras, men`s and women`s scoop neck muscle shirts etc) denim cut-offs, shorts or pants with embellishments (e.g. sequins, rivets etc) are prohibited.



9. Maintenance: The pass holder acknowledges that annual maintenance on the pool is required. Refunds and/or extensions shall not be granted for the shut-down period of approximately two weeks each year.
10. Passes: Passes remain the property of the City of Iqaluit. Should a pass holder lose their card, a replacement can be obtained at the Guest Services Desk for a cost of \$20.00. Cards are required for entrance into the facility.
11. Assignment by Guest: This Agreement is personal to you. Passes are non-transferable and may not be assigned to another individual.
12. Severability of Provisions: The provisions of this Agreement are severable. This means that if a Court decides that any provision is illegal or unenforceable, the rest of the Agreement is still enforceable. If we choose not to apply or enforce a particular provision at any time, we still have the right to enforce or apply provisions in the future.
13. Consent to Emergency Care and Transportation: You hereby give the City and its employees the authority to act on your behalf in case of any emergency. If, due to such circumstances as injury or sudden illness, medical treatment is necessary, you authorize the City to take whatever emergency measures are deemed necessary by the City for the protection of the Pass holder while in the care of the City. You understand that this may involve calling a physician, interpreting and carrying out his or her instructions, and transporting the Pass holder to a hospital, including the possible use of an ambulance. This could also include emergency transportation required because of fire or other environmental emergencies. You understand that this may be done prior to contacting you, and that any expense incurred for such treatment, including ambulance fees, is your responsibility.
14. Customer Privacy and Email Consent: The City takes customer privacy seriously. We will not sell, distribute, barter or transfer any personally identifiable information obtained about our Pass holders to parties outside of the City. No photography or video is permitted to be taken inside the facility without the express written consent of the City. By providing your email address, you consent to receiving from the City communication regarding our programs and services. You may withdraw your consent at any time by contacting Guest Services at the IAC.
15. Corporate passes are valid from the date the minimum required number of employees complete their registration (including payment.) Passes are valid one year from this date.



ACKNOWLEDGEMENT AND SIGNATURE

I acknowledge that the information pertaining to myself on this form is true and accurate.

I confirm that I have read, understood and agree to the terms and conditions of the Iqaluit Aquatic Centre.

Pass holder signature _____

IAC Representative signature _____

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