

FACILITIES RENTAL AGREEMENT: Prospective renters must submit this agreement form completed and signed. Prospective renters will be contacted within 3 – 5 business days for payment arrangements and confirmation. Additionally, business groups, clubs, and non-profit organizations must also provide proof of insurance when submitting the agreement form and payment.

By completing this form, rental parties agree to respect the following facility rules:

- The areas used must be left in the same condition as found.
- Renters are asked to completely pick-up and be ready to leave the room by the end of rental period.
- Renters will be charged a surcharge of \$25.00 if they go over their allotted time.
- Neither food nor drinks are allowed in the gymnasium, pool or bowling alley.
- Athletic footwear (or socks) must be worn on the gymnasium courts.
- Bowling shoes (or socks) must be worn in bowling alley.
- No shoes allowed in the pool area.
- Renters are responsible for cost of repairing/replacing broken or missing equipment.
- All injuries or other medical incidents must be reported to YMCA staff immediately
- All participants in a splash party **MUST** take a swim test administered by the lifeguard.
- Bowling parties and splash parties = a two-hour rental that includes exclusive use of pool or bowling alley for the first hour and the Community Room for two hours.
- With rentals including young children (under 13), renters must provide **continuous**, responsible adult supervision in all rented areas. A ratio of 1 Adult to 6 children is required.
- Bowling parties: maximum 20 children. Pool parties: up to 25 people in pool at one time (subject to guard’s safety decision.)
- Bowling refund: Refund of \$25 per lane if lane(s) are not available due to maintenance reasons.
- Alcoholic beverages are not permitted at the YMCA.
- **Comply with additional rules or policies as they are communicated.**

Renter(s): _____ Proof of insurance attached: []-Yes []-No

Date requested: _____ Start time: _____ End time: _____

Contact name: _____ Phone(s): _____

Address: _____

Rental requested:

[]-Gymnasium	[]-Community room	[]-Pool	[]-Bowling alley	[] - Full Facility
\$50.00 hr	\$25.00 hr	\$100.00 hr	\$100.00 hr	\$275.00 hr

Number of guests: Adults: _____ Kids _____ Kids age range: _____

Set-up requested - tables & chairs: _____
(Use back of form if special arrangement is requested)

Cost of rental: _____. Rental fee is non-refundable if cancellation occurs five days or less prior to scheduled rental date.

Signature of renter: _____ Date: _____

Agreement – staff initials: _____ Payment rcd - staff initials: _____ Date: _____