



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

PARTY RENTAL CONTRACT - CAROLINE FAMILY YMCA

Caroline Family YMCA, 17422 Library Blvd., Ruther Glen, VA 22546 hereby grants _____
(hereinafter called the "Licensee"), permission to use the Facilities as outlined, subject to the Rules and
Regulations of this Agreement contained herein and attached hereto all of which form part of this
Agreement.

I.) Name: _____ Member: _____ Non-Member: _____

II.) Date: _____ Occasion: _____

III.) Area 1: _____ Area 2: _____

Start Time: _____ End Time: _____ Start Time: _____ End Time: _____

IV.) Fees:

Package: _____ # of Attendees: _____ Total: _____

Deposit: _____ Payment Date: _____ Attach Paid Receipt to Contract

V.) Additional Notes:

The undersigned has read and on behalf of the Licensee agrees to be bound by this Permit/License and the
Rules and Regulations contained herein and attached hereto, and hereby warrants and represents that
he/she executes this Permit/License on behalf of the Licensee and has sufficient power, authority and
capacity to bind the Licensee with his/her signature.

Name: _____

Signature: _____ Date: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Home Phone #: _____ Cell Phone #: _____

For Office Use:

Date: _____ Person in Charge of Rental: _____

Party Attendant: _____ Signature: _____



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REGULATIONS GOVERNING THE RENTAL USE OF THE CAROLINE FAMILY YMCA

1. The Licensee using the facility agrees to indemnify and hold harmless the Rappahannock Area YMCA, Inc., its Directors, Officers, agents of employees, from all claims, demands, causes of action, judgments, liabilities and expenses, including attorney's fees, arising from injury or damage caused in whole or part by acts or omissions of the rental group using the Caroline YMCA.
2. The Licensee using the facility will be restricted to that single activity or area which they reserved.
3. The Licensee is responsible for supervising their activity. This includes conduct and behavior.
Note: Those involved with the rental are expected to conduct themselves in an orderly manner both indoors and outdoors, including the parking area and observe the facility rules and regulations as stated in the YMCA Program Guide.
4. Any damage to property or equipment caused by the by Licensee will be the responsibility of the sponsoring group or families of the individual causing the damage. The agency or individual will be responsible for the cost to repair or replace damaged items.
5. The YMCA has the right to close designated areas or facility due to unsafe conditions and/or acts of nature, i.e. Thunder, lightning, snow, etc.
6. Set up and clean up must be done within the reserved hours unless arrangements are made.
7. NO ALCOHOL IS PERMITTED IN BUILDING OR ON THE GROUNDS.
8. WE ARE A SMOKE AND VAPE FREE FACILITY.
9. Arriving the day of with more attendees than the package you paid for will result in late fee on top of the additional rental fee. Please keep in mind we may not be able to accommodate additional attendees the day of.

REFUND POLICY AND DEPOSITS

A Licensee must cancel their rental in writing on or before the required ONE week notice of their rental date so a full refund can be given. If the rental is cancelled within ONE week of rental date or in the case of unsafe conditions or acts of nature it will be the discrepancy of the Director to make a final decision to either forfeit, reschedule or refund the rental fee.

CLASSROOMS

1. The occupancy of each classroom is 25 if you know there will be additional people attending your party you must plan to rent both classrooms. If the second classroom is booked the day of, some of your party may be asked to wait in the lobby.
2. All packages include a party host who will set up tables and chairs and cleans up afterwards.
3. Cups, plates, napkins and table clothes **will not** be provided.
4. Your rental fee covers use of the space, tables, and chairs in the room only. Any supplies or materials in the room are for YMCA Youth Program use only.
5. If materials are damaged, missing, or used, you will be charged a fee to replace the items.
6. The room should be left in the same order as it was when you entered the room. (If you move anything, please move it back.)
7. A trash can is provided for your convenience. Please make sure that the classroom is clean and all trash is picked up, trash bags are properly secured and neatly stacked for removal.

POOL

1. If you know there will be additional people attending the party you must notify the aquatics director at least **ONE WEEK** in advance. Failure to do this may result in some not swimming.
2. The Therapy Pool has an occupancy of 20 swimmers. If you have more than 20 attendees some will have to swim in the Exercise Pool.
3. All non-swimmers **MUST** be within arm's reach of a parent/guardian.
4. Lifejackets are available to use, however if you know your child (or other children in your party) are not strong swimmers they must be accompanied by a parent/guardian.
5. No chewing gum while swimming.
6. Please make sure all swimmers shower before entering the pool
7. No food is allowed on pool deck.

GYMNASIUM

1. **FOOD** is only permitted in the lobby and the youth classrooms. **WATER** is allowed in the gym.
2. Setup and clean up must be done within reserved hours unless arrangements are made by the department head.
3. Non-marking and flat bottomed shoes must be worn when using the gym area.
4. No chewing gum.
5. A parent or guardian must be present in the gymnasium.