



RENTAL APPLICATION

Main Contact:	Phone:
Company:	Non-Profit #:
Address:	City/State/Zip
Email:	Fax:

Event Description:

Event Date(s): **Type:** One Time Ongoing Party Package

If ongoing request, please indicate:

Repeats: Monthly Weekly Daily **Day:** Mo Tu W Th Fr Sa Su

Start Time: am/pm **End Time:** am/pm *(Include your set up and clean up time for Regular Rentals)*

Space Requested: Gym Auditorium Auditorium with Kitchen Room 1 Room 3 Room 4

Equipment Requested: Chairs (#____) Tables (#____) Volleyball Net Projector Sound/Mic

Estimated Attendance: **Catered:** Yes No

Name of Caterer: **Caterer Phone:**

Alcohol: Yes No **Type:** Beer Wine Liquor

Is this event open to the public?: Yes No **Will an admission fee be charged?:** Yes No

Party Package: Indoor Park Baby Gym Tumbling Sports & Games Rock Climbing

Child's Name: **Age:** **Expected Attendance:** Youth= Adult=
(We do set up & clean up for you: providing seating, place settings and decorations for the "Expected Attendance" of Youth)

Please note, reservations are accepted only upon confirmation from rental coordinator that space is available, and the refundable security deposit is received

Remainder of rental fees are due at least two weeks prior to the event set to automatically deduct from a credit/debit card.

Applicant's Signature: _____ **Date:** _____

FOR STAFF USE ONLY

<input type="checkbox"/> Deposit Received.....	Staff _____	Date: _____
<input type="checkbox"/> Contract Signed/Received.....	Staff _____	Date: _____
<input type="checkbox"/> Cleaning Checklist Received...	Staff _____	Date: _____
<input type="checkbox"/> Other Applicable Paperwork...	Staff _____	Date: _____

Indicate Other Paperwork _____

HOURLY RATE FOR PRIVATE EVENTS

Events or functions not open to the public

ROOM	OPERATING HOURS	NON-OPERATING HOURS*	DAMAGE DEPOSIT (REFUNDABLE)	CAPACITY	SIZE
Gymnasium	\$70	\$104	\$250	300	62' x 96'
Auditorium	\$70	\$104	\$250	230-300	35' x 66'
Auditorium w/ Kitchen	\$85	\$119	\$250	242-312	35' x 66' +
Classroom 1	\$30	\$56	\$50	12-25	13' x 24'
Classroom 3	\$55	\$86	\$50	35-75	36' x 40'
Classroom 4	\$45	\$74	\$50	20-40	18' x 32'

HOURLY RATE FOR NON-PROFIT GROUPS

Must provide a non-profit tax ID number to receive the non-profit rate.

ROOM	OPERATING HOURS	NON-OPERATING HOURS*	DAMAGE DEPOSIT (REFUNDABLE)	CAPACITY	SIZE
Gymnasium	\$35	\$62	\$250	300	62' x 96'
Auditorium	\$35	\$62	\$250	230-300	35' x 66'
Auditorium w/ Kitchen	\$50	\$80	\$250	242-312	35' x 66' +
Classroom 1	\$25	\$38	\$50	12-25	13' x 24'
Classroom 3	\$27	\$53	\$50	35-75	36' x 40'
Classroom 4	\$25	\$47	\$50	20-40	18' x 32'

HOURLY RATE FOR COMMERCIAL EVENTS

Events or functions that charge admission or sell products

ROOM	OPERATING HOURS	NON-OPERATING HOURS*	DAMAGE DEPOSIT (REFUNDABLE)	CAPACITY	SIZE
Gymnasium	\$105	\$146	\$250	300	62' x 96'
Auditorium	\$105	\$146	\$250	230-300	35' x 66'
Auditorium w/ Kitchen	\$128	\$174	\$250	242-312	35' x 66' +
Classroom 1	\$45	\$74	\$50	12-25	13' x 24'
Classroom 3	\$83	\$120	\$50	35-75	36' x 40'
Classroom 4	\$68	\$102	\$50	20-40	18' x 32'

- Non-Operating Hours: Weekends and Evenings. (Weekday operating hours vary. Call to verify.)
 - There is a two-hour minimum rental time during non-operating hours.
 - We require at least two weeks' notice for all rental reservations.
 - Multiple room bookings are subject to increased security deposits.
 - Regular Rentals: set up and clean up are part of your rental and must take place during your paid rental time.
- Alcohol: Hourly fees increase \$25/hour, security deposit increases to \$500, purchase of additional insurance required.

Children's Birthday Party Packages

Party Theme	Price	Ages	Max Youth
Indoor Park	\$180	5 & Under	20
Baby Gym	\$180	3 & Under	15
Tumbling	\$200	3-5 Years	15
Rock Climbing	\$200	5 & Up	15
Sports & Games	\$200	3 & Up	20

All Party Packages Include:

A party host that will set up and clean up for the youth.
Decorations, Utensils, Plates, Cups & Table Covers

- Must be booked at least 2 weeks in advance.
- A \$100 refundable deposit is required.
- Additional time can be requested at regular room rates.

Equipment Available

Tables & Chairs	Included
Sound System & Microphone	\$25
Projection System	\$50
Large Coffee Pot	Included w/Kitchen Rentals
Indoor Park Toys	\$1/child (Included w/ Indoor park package)
Balls	Included w/Gym Rentals
Volleyball Standards/Nets	\$20

Table & Chair Total Building Inventory

- Tables= 40/6ft + 14/8ft = 54 total
- Chairs= 75/Cushioned + 245/Metal = 320 total

Aud Rentals: We cannot guarantee access to more than 200 chairs & 30 tables.