

RENTAL APPLICATION

Main Contact:		Phone:	
Company:		Non Profit #:	
Address:		City/State/Zip	
Email:		Fax:	
Event Description:			
Event Date(s):		Type: <input type="checkbox"/> One Time <input type="checkbox"/> Ongoing <input type="checkbox"/> Party Package	
<i>If ongoing request, please indicate:</i>			
Repeats: <input type="checkbox"/> Monthly <input type="checkbox"/> Weekly <input type="checkbox"/> Daily		Day: <input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> Su	
Start Time:	am/pm	End Time:	am/pm (Include your set up and clean up time for Regular Rentals)
Space Requested: <input type="checkbox"/> Gym <input type="checkbox"/> Auditorium <input type="checkbox"/> Auditorium with Kitchen <input type="checkbox"/> Room 1 <input type="checkbox"/> Room 3 <input type="checkbox"/> Room 4			
Equipment Requested: <input type="checkbox"/> Chairs (#____) <input type="checkbox"/> Tables (#____) <input type="checkbox"/> Volleyball Net <input type="checkbox"/> Projector <input type="checkbox"/> Sound/Mic			
Estimated Attendance:		Catered: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Caterer:		Caterer Phone:	
Alcohol: <input type="checkbox"/> Yes <input type="checkbox"/> No		Type: <input type="checkbox"/> Beer <input type="checkbox"/> Wine <input type="checkbox"/> Liquor	
Is this event open to the public?: <input type="checkbox"/> Yes <input type="checkbox"/> No		Will an admission fee be charged?: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Party Package: <input type="checkbox"/> Indoor Park <input type="checkbox"/> Baby Gym <input type="checkbox"/> Tumbling <input type="checkbox"/> Sports & Games <input type="checkbox"/> Rock Climbing			
Child's Name:		Age:	Expected Attendance: Youth= _____ Adult= _____
<i>(We do set up & clean up for you: providing seating, place settings and decorations for the "Expected Attendance" of Youth)</i>			
<i>Please note, reservations are accepted only upon confirmation from rental coordinator that space is available AND:</i>			
<ul style="list-style-type: none"> • \$25 application/procession fee receive • Refundable security deposit received 			
<i>Remainder of rental fees are due at least two weeks prior to the event set to automatically deduct from a credit/debit card.</i>			
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 rental fees and deposit information listed on reverse)

HOURLY RATE FOR PRIVATE EVENTS

Events or functions not open to the public

ROOM	OPERATING HOURS	NON-OPERATING HOURS*	CAPACITY	SIZE
Security Deposit (Refundable)	\$100			
Application Fee	\$25			
Gymnasium	\$50	\$70	300	62' x 96'
Auditorium	\$60	\$80	230-300	35' x 66'
Auditorium with Kitchen	\$75	\$95	242-312	35' x 66' +
Classroom 1	\$30	\$50	12-25	13' x 24'
Classroom 3	\$40	\$60	35-75	36' x 40'
Classroom 4	\$40	\$60	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*	CAPACITY	SIZE
Security Deposit (Refundable)	\$100			
Application Fee	\$25 Yearly			
Gymnasium	\$40	\$60	300	62' x 96'
Auditorium	\$50	\$70	230-300	35' x 66'
Auditorium with Kitchen	\$65	\$85	242-312	35' x 66' +
Classroom 1	\$20	\$40	12-25	13' x 24'
Classroom 3	\$30	\$50	35-75	36' x 40'
Classroom 4	\$30	\$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*	CAPACITY	SIZE
Security Deposit (Refundable)	\$100			
Application Fee	\$25			
Gymnasium	\$70	\$90	300	62' x 96'
Auditorium	\$80	\$100	230-300	35' x 66'
Auditorium with Kitchen	\$95	\$115	242-312	35' x 66' +
Classroom 1	\$50	\$70	12-25	13' x 24'
Classroom 3	\$60	\$80	35-75	36' x 40'
Classroom 4	\$60	\$80	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.
- Regular Rentals: set up and clean up are part of your rental and must take place during your paid rental time.
- Party Packages: Your party host does the set up and clean up for you.
- If alcohol is being served at an event- hourly fees increase by \$25/hour and security deposit increases to \$500.
- Multiple room bookings are subject to increased security deposits.
- We require at least two weeks' notice for all rental reservations.

Children's Birthday Party Packages

Party Theme	Price	Ages	Max Youth
Indoor Park	\$120	Under 5	20
Baby Gym	\$120	Under 3	15
Tumbling	\$135	3-5 yrs	15
Rock Climbing	\$135	5 & Up	15
Sports & Games	\$135	3 & Up	20

All party packages include:

Party Host, Balloons, Silverware and Paper Products

- Must Book at least 2 weeks in advance
- \$100 refundable deposit required
- We do set up, clean up and provide party supplies & seating for your requested number of children!

Equipment Available

Tables* & Chairs**	<i>Included</i>
Sound System & Microphone	\$25
TV/VCR	\$25
Projection System	\$50
Large Coffee Pot	<i>Included w/Kitchen Rentals</i>
Indoor Park Toys	\$1/child
Balls	<i>Included w/Gym Rentals</i>
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 & 40 tables