



CITY OF GOOSE CREEK RECREATION
Gymnastics Party Package Agreement

Date of Rental: _____ Time of Rental: _____ to _____ (No rentals past 5:30 p.m. *last booked at 4:00 p.m.)

Renter's Name: _____ Renter's Date of Birth: _____

Birthday Child's Name _____ Birthday Child's Age (Turning): _____

Address: _____ City: _____ Zip: _____

Phone Number: _____ Email Address: _____

Number of Children: _____ *Up to 15 children- additional children \$5/each*

Rental Fee: \$ _____ must be paid in full NO LATER THAN 4 WEEKS prior to the rental. Due date _____

Party Packages include three 8-ft. tables and 25 folding chairs. No outside tables are permitted. Tables and chairs in addition to what is provided in the party package are available upon request for an additional charge.

Reservations are made upon receipt of signed Rental Agreement and security deposit. This deposit is a separate check from Rental Fee. Upon completion of the rental, the Renter will leave the premises in the same condition as at the beginning of the rental. If the premises are left in good condition the Security Deposit will be refunded in full via mail within thirty (30) days. If the premises are NOT in good condition the Security Deposit will be used to clean/repair the facility. Failure to leave at scheduled time will result in additional hourly fee, which will be deducted from the security deposit.

Condition of Premises/Indemnity-*The facility is being rented in an "as is" condition. Renter acknowledges having satisfied himself/herself that the facility in its present condition is suitable for its needs. The Renter agrees to indemnify and hold harmless the City of Goose Creek and their respective agents, employees, officers, officials and successors, and assigns from any and all claims, demands, actions or causes of action for personal injury or property damage or any other loss that arises or is alleged to arise from the rental of the facility by the Renter or from the use thereof by any guests, invitees, agents, servants or employees of Renter, including any participants in activities sponsored by Renter and conducted at the facility.*

Signature (Responsible Renter): _____ Date: _____

Signature (Staff): _____ Date: _____

For office use only: Received by the City of Goose Creek Recreation Department

Security Deposit \$ _____ Date: _____ Residency verified _____ Staff Initial _____

Rental Fee Paid \$ _____ Date: _____ Receipt # _____ Staff Initial _____

Amount of Security Deposit Refunded: \$ _____ Amount Withheld _____ Date: _____

Reason: _____

GOOSE CREEK RECREATION FACILITY RENTAL FEES/GUIDELINES

Facility Rental Fees

\$100 Security Deposit in cash or check only required in order to book rental facility

<u>Party Package</u>	<u>Fee</u>	<u>Includes</u>
GYMNASTICS	\$175R/\$185NR	1.5 hours (50 min. gymnastics/40 min. in party room) 2 party helpers Up to 15 children- additional children \$5/each

Rental Time: Renters cannot arrive, decorate, drop off food etc. before their rental time starts.

Rental Area: This reservation entitles RENTER to the use of the stated area and restrooms only. No other areas may be used. RENTER must check in at reception desk upon arrival and check out before leaving.

Renter Responsibilities

- It is the responsibility of the RENTER to make sure the responsible guardians of the party participants are aware that there will be a required sign-in sheet and waiver for the responsible guardian of the party participant to sign upon arrival. This sign-in sheet will include the waiver and release of liability, a parent or guardian printed name, parent or guardian signature and a phone number.

Restrictions:

- **Decorations:** The use of paste, glue, nails, tacks, staples, or any other item that may mark walls, signs, floors, ceilings, doors or windows may not be used while decorating the premises. Use of confetti, glitter, or water balloons is prohibited. No lighted candles may be used.
- **Guests:** All groups are required to have one (1) chaperone at least 21 years old for every (12) participants under the age of 18. No more than the specified number of people will be permitted in the stated facility at any given time.
- **Alcohol:** It is the policy of the City of Goose Creek to maintain an alcohol, drug and smoke free facility. The Renter must be in full compliance with all City of Goose Creek ordinances and State laws.
- **Vehicles:** must be parked in designated parking areas only. No excessively loud music is permitted.

Rental Purpose: Facilities cannot be rented for any moneymaking ventures, fundraisers or functions that are advertised to the public. No on-site selling of tickets, food or beverages will be allowed. No raffles or political activity may be conducted. Rentals are for PRIVATE functions only.

The Renter assumes responsibility for damage to furnishings and equipment. Furnishings and equipment needed beyond those provided by the Center will be the responsibility of the Renter, and subject to the approval of the Recreation Department.

Refund/Cancellation Policy: A cancellation made fourteen (14) or more calendar days prior to the day of the event will result in a full refund of the rental fee and security deposit minus a \$25 cancellation fee. Cancellations made less than fourteen (14) days prior to reservation will result in a forfeiture of the entire rental fee. Security deposit will be returned. The Recreation Department reserves the right to withhold any and all funds from the security deposit based on damage assessments, which include cost of labor and materials. All refunds will be mailed to the Renter within thirty days following the scheduled event.

Violations of facility rules and regulations: participant will be given a first warning; a second warning will result in the reservation being canceled at that time – **No refunds of rental fee or security deposit will be given.**

City of Goose Creek Recreation Department reserves the right to deny use of any activity that is not consistent with our agency mission. The Recreation Department reserves the right to cancel this contract at any time.

I have read and understand the guidelines for renting this facility.

Renter's Signature _____ Date _____

Goose Creek Recreation Staff: _____ Date _____

STAFF: Give 1 copy to renter and 1 copy for files