



YMCA OF NORTHERN ROCK COUNTY RENTAL AGREEMENT

Contact Information:

Organization _____
First Name _____ Last Name _____
Phone _____ Email _____
Address _____ City _____ Zip _____

Event Request Information (A two-week notice is requested):

Date of Event _____ Time of Event _____
Number of Chaperones / Adults _____ Number of Participants _____

Requested Areas of Use (Please check all):

JANESVILLE YMCA

- Full Facility
- Parker Hall Gym
- Main Gym
- JP Cullen Gym Court A
- JP Cullen Gym Court B
- JP Cullen Gym - Full
- Studio A
- Studio B
- Cycling Studio
- Gideon Room
- Gymnastics Studio
- Birthday Party Room
- Pool (all)
- Activity Pool
- Lap Pool

PARKER YMCA

- Full Facility
- Patricia Jeffris Gym
- Studio A
- Studio B
- Studio C
- Youth Room

Equipment Requests

- Volleyball Nets
- Pickleball Nets
- Scoreboards

OTHER (space not listed, or other equipment needed)

Special Set-Up or Equipment Request/Notes Regarding Rental:



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Payment Information:

Area	Hourly Rate	# of Hours	Total	Notes
Janesville YMCA				
Full Facility	\$2,000.00*			After hours only
Parker Hall Gym	\$50.00			
Main Gym	\$50.00			
JP Cullen Court A/B	\$50.00			
JP Cullen Full Gym	\$100.00			
Studio A	\$50.00			
Studio B	\$50.00			
Cycling Studio	\$50.00			
Gideon Room	\$50.00			
Gymnastics Studio	\$100.00			
Birthday Party Room	\$50.00			
Pool (All)	\$175.00*			Additional if renting full facility
Activity Pool (2hr)	\$250.00			
Lap Pool (2hr)	\$105.00			
1 Lap Lane	\$25.00			
Parker YMCA				
Full Facility				After hours only
Patricia Jeffris Gym	\$50.00			
Studio A	\$50.00			
Studio B	\$50.00			
Studio C	\$50.00			
Youth Room	\$50.00			
Other				
		Deposit Due		
		TOTAL DUE (less deposit)		

All rentals will require a non-refundable deposit based on the parameters below:

- \$10 deposit for rentals \$99 or less
- \$25 deposit for rentals \$100-\$299
- \$75 deposit for rentals \$300-\$499
- \$125 deposit for rentals \$500 or more

YMCA - OFFICE USE ONLY

Reminders:

- Check Outlook Rental Calendar Conflicts
- Communication to:
 - Facilities
 - Members Services
 - All program departments affected

COMMENTS:



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- The group will need to submit either (Check one):
 - A certificate of liability - ____ (YMCA staff to initial receipt)
 - Individual participant COVID Waiver - ____ (YMCA staff to initial receipt)
 - Individual participant liability forms - ____ (YMCA staff to initial receipt)
- Each group will be responsible for their conduct while in the facility and a competent leader, over the age of 18, will be the contact person.
- The ratio of chaperones to participants will be 1 to 8 for ages 10 and under and 1 to 10 for ages 11 and over. Chaperones will be assigned to different areas of the YMCA based on group usage.
- Group rentals for the pool will be given additional pool supervision guidelines.
- The YMCA assumes no responsibility for lost or stolen articles.
- The YMCA will have the authority to cancel this rental agreement if a need arises.
- The YMCA will hold the rental party responsible for clean-up and damages to the facility or equipment during the rental. **In addition to any repairs or excessive cleaning that takes place, a \$250 fee will be assessed.**
- Any conduct detrimental to the YMCA such as, but not limited to, gambling, use of alcoholic beverages; foul language and any other harmful language will not be tolerated.
- Use of the facility does not imply endorsement or sponsorship of the event by the YMCA and promotional materials must not include the YMCA name or logo.
- Food and beverages must be kept in the designated areas only.
- All rentals require a non-refundable deposit.
- All cancellations must be made (7) days in advance. Cancellations made (6) days or less prior to the event will incur a cancellation fee of ½ of the rental fee, less the non-refundable deposit. Full payment due 7 days prior to event, unless pricing is based per person.

**I have read and understand the rules and regulations.
Signature below indicates acceptance of these policies for the group attending.**

Rental Party Representative (please print) _____

Signature _____ Date _____

**The rental contract will not be valid until the above information is completed, reviewed by Y staff,
and emailed back to you with approval.**

YMCA - OFFICE USE ONLY		
Rental Request	APPROVED	DENIED
Payment for the rental		
ID# _____	N/A _____	
Account Name _____		
Receipt of Deposit and Payment		
• Deposit Received (date and amount) _____		
• Will pay in full prior to the event date		
• Have paid in full, as all charges are being waived		
• Will pay the day of based on # of participants		
Payment Method Cash _____ Check _____ Charge _____		