



Downtown Belleville YMCA

Party/Facility Request Form



All requests must be approved by the appropriate Director before a party can be reserved. Once the party has been approved, a **\$50 deposit** per party and/or facility rental is required to reserve the room. Completed Waiver forms are due the day of the party by all participating. After confirmation of the party date/time a \$20 fee will be assessed to any cancelled party.

Requests must be made at least 7 business days prior to the requested date.

Date request received: _____ **Time request received:** _____

(Please print legibly)

Name of Sponsoring Group or Organization: _____

Contact Person: _____ **Email:** _____

Address: _____ **Home Phone:** _____

_____ **Work Phone:** _____

_____ **Cell Phone:** _____

REQUEST FOR SPLASH PARTY: Cheri Borsch, Aquatics Director

_____ \$85 member _____ \$115 non-member

1st Choice Date(s): _____ Fri 6pm-8pm _____ Sa 1pm-3pm _____ Sa 3:30pm-5:30pm _____ Su 3pm-5pm

2nd Choice Date(s): _____ Fri 6pm-8pm _____ Sa 1pm-3pm _____ Sa 3:30pm-5:30pm _____ Su 3pm-5pm

Estimated number of people in attendance: _____ Minors (average age): _____ Adult: _____

**Maximum # of people for a Splash Party is 25. Minimum age is 5. Splash Party is an hour in the pool and an hour in a designated room to celebrate.*

REQUEST FOR POOL RENTAL: Cheri Borsch, Aquatics Director

_____ \$75 member/hr _____ \$100 non-member/hr

1st Choice Date(s): _____ Fri Sat Sun From: _____ am / pm To: _____ am / pm

2nd Choice Date(s): _____ Fri Sat Sun From: _____ am / pm To: _____ am / pm

Estimated number of people in attendance: _____ Minors (average age): _____ Adults: _____

**Maximum # of people for a Pool Rental is 25. Minimum age is 5. All rentals are based on hourly rates & are usually scheduled before or after normal building hours*

REQUEST FOR CHILDREN'S CENTER PARTY: Cheri Borsch, Program Director

Member -- _____

\$75 _____ \$125 with bounce house Non-member-- _____ \$100 _____ \$150 with bounce house

1st Choice Date(s): _____ SAT. _____ 4:00-5:30pm SUN. _____ 4pm-5:30pm

2nd Choice Date(s): _____ SAT. _____ 4:00-5:30pm SUN. _____ 4pm-5:30pm

Estimated number of people in attendance: _____ Minors (average age): _____ Adult: _____

Maximum number of people is 25

REQUEST FOR CLIMBING WALL PARTY: Brandon Bell, Program Director

Member _____ \$125 Non-Member _____ \$150

1st Choice Date(s): _____ Sa 4:00-5:30 Sun 4pm-5:30pm

2nd Choice Date(s): _____ Sa 4:00-5:30 Sun 4pm-5:30pm

Estimated number of people in attendance: _____ Minors (average age): _____ Adult: _____

One hour climb/ Half hour party. One staff member per 6 participants. (12 max.) You may request additional staff if required. (\$\$)

REQUEST FOR CLIMBING WALL RENTAL: Brandon Bell, Program Director

_____ \$100 /hr member _____ \$125 / hr non-member

1st Choice Date: _____ Time: _____

2nd Choice Date : _____ Time: _____

Estimated number of people in attendance: _____ Minors (average age): _____ Adult: _____

Maximum # of people for a Climbing Wall Rental 12 with 2 staff provided. For every additional 6 kids, 1 additional staff is required: add \$20. Minimum age requirement to climb is 7 years old.

REQUEST FOR GYM RENTAL: Brandon Bell, Program Director

_____ \$125/hr member _____ \$150/hr non-member

1st Choice Date(s): _____ Sa _____ Sun

2nd Choice Date(s): _____ Sa _____ Sun

Estimated number of people in attendance: _____ Minors (average age): _____ Adult: _____

Additional fees may apply depending on requests.

REQUEST FOR FACILITY RENTAL: Brandon Bell, Program Director

Please include the name of your group, areas of interest (pool, gym, etc), how many people in attendance, date and time of desired use. Include any other information you would like us to know. Fees based on size of group, length of rental and activities.

Conditions of Members and Guests:

Member Conduct and Right to Use the Facility: The applicant(s) agrees to abide by all policies and procedures of the YMCA of Southwest Illinois and its branches; and understands that failure to act in accordance with these rules may result in expulsion from the YMCA and revocation of the membership.

Property Loss: The applicant(s) understands that the YMCA is not responsible for personal property lost, damaged or stolen while using YMCA facilities, including parking lots, or while participating in YMCA programs.

Photograph Permission: For adequate sufficient consideration the receipt of which is hereby acknowledged, the applicant(s) hereby gives permission for the YMCA to use, without limitation, photographs, film footage or tape recordings which may include the applicant(s) image or voice for purposes of promoting or interpreting YMCA programs.

Cell Phone Policy: In consideration of the privacy of our members and to ensure their safety, cell phone use at the YMCA is restricted to specified areas. Cell phones cannot be used in the locker room or in the fitness center.

Release of Liability/Participation: I am an adult age 18 or older and wish to participate in YMCA activities. In addition, if applicable, I give permission for my dependents to participate in YMCA activities. I understand the risk associated with these activities and assume such risk. Therefore, in exchange for the YMCA allowing me, and if applicable, my spouse and my dependents to participate in YMCA activities, I understand and expressly acknowledge that I release the YMCA, its employees, its boards, members, volunteers or guests from all liability for any injury, loss or damage connected in any way whatsoever to my/our participation in YMCA activities whether on or off the YMCA's premises. I understand that this release includes any claims based on negligence, action or inaction of the YMCA, its employees, boards, members, volunteers or guests.

***It is understood that your group will:**

- Return completed waiver forms at the time of the party or rental.
- Abide by all facility rules and regulations of the Downtown Belleville YMCA.
- Be responsible for the conduct, behavior and location of all members of the group while using the Downtown Belleville YMCA Center.
- Stay in the designated area if assigned. Persons found in areas designated as off-limits will be asked to leave the YMCA Center.
- Will not misuse the YMCA Center's equipment or disregard staff or safety instructions. Persons or groups misusing equipment or non-compliant to safety rules or instruction will be asked to leave the facility and will be billed for any damages.
- Provide proof of insurance if required for rental of the facility. Rental groups will be informed if such proof is needed.

By signing this form, the applicant agrees to all terms previously mentioned.

Requests will not be processed if this form is not signed:

Signature of Applicant: _____ Date: _____

STAFF ONLY

(To be completed by the appropriate Director)

Approved: Yes

No

By: _____

Date of Approval

