



Fayette County Family YMCA Party Rental Request

Today's date _____

Contact name _____

Phone # _____

Name of Person for whom party is being thrown _____

Organization Name (If applicable) _____

Requested rental date _____

Member Yes No

Estimated number of: Adults____ Children____ Age Range of Children _____

Will you bring in food? _____ (food is confined to the multi-purpose room)

Hosted Party

Members \$185

Non-Members \$235

A non-refundable \$75 deposit is due at time of booking and will be applied to your total balance. Balance is due 7 days before party.

___ Splash Party (1 Hour Pool – 2 Hour Multi-Purpose Room)

Swimmers age 17 and under will be required to pass a swim test in order to swim in the deep end of the pool

___ Gym Party (1 Hour ½ Gym – 2 Hour Multi-Purpose Room)

___ Play Ball Party (1 Hour Batting/Golf Cage – 2 Hour Multi-Purpose Room)

___ Batting Cage **with** machine ___ Batting Cage **without** machine ___ Golf

Party theme color ___ Red ___ Blue ___ Purple ___ Pink

Non-Hosted Party

Members \$100*

Non-Members \$150*

Add \$15 for Play Ball Party

A \$125 deposit is due at time of booking. \$75 of deposit is non-refundable and will be applied to your total balance. \$50 of deposit is refundable as long as room is left cleaned up. The remaining balance is due 7 days before party.

Non-hosted parties are for facilities/lifeguards only. You are responsible for all activities, paper products, table covering, and cleanup (trash in receptacles and any spills on floor cleaned). No decorations are to be taped to walls or ceiling.

___ Splash Party (1 Hour Pool – 2 Hour Multi-Purpose Room)

Swimmers age 17 and under will be required to pass a swim test in order to swim in the deep end of the pool

___ Gym Party (1 Hour ½ Gym – 2 Hour Multi-Purpose Room)

___ Play Ball Party (1 Hour Batting/Golf Cage – 2 Hour Multi-Purpose Room)

___ Batting Cage **with** machine ___ Batting Cage **without** machine ___ Golf

Total Fees Due

_____ \$75 Non-Refundable Deposit (applied to rental fee)

_____ \$50 Refundable cleaning deposit for **Non-Hosted Parties**

_____ **Total Deposit Due (\$75 for hosted party/\$125 for non-hosted)**

_____ Rental Fee (Not including \$50 cleaning deposit)

_____ Less \$75 Non-Refundable Deposit

_____ **Balance Due at least seven days prior to party**

SEE BACK PAGE

PARTY FAQ

HOW DO I KNOW WHAT DATES ARE AVAILABLE TO BOOK A PARTY?

- Parties are only available on Saturdays and Sundays. Call the YMCA Front Desk 740-335-0477 for availability

HOW DO I BOOK A BIRTHDAY PARTY?

- Birthday party reservations can be made in person at the Fayette County Family YMCA Front Desk by completing a party rental agreement. Front Desk will forward request to our party scheduler.
- Reservations can also be made over the phone by calling contacting our party scheduler at 740-335-0477.
- You will receive a phone call confirming your requested date. Your party date is not secure until you make required deposits towards your rental. This deposit cannot be made until the party scheduler confirms your party with you.
- The remaining balance of the party is due at least 7 days prior to the party.

WHAT IS PROVIDED FOR THE BIRTHDAY PARTY?

- Tables and chairs for the number of people indicated on your rental request.
- Rental space and activities for allotted amount of time

WHAT CAN I BRING?

- You can bring food, drinks, cake and decorations. Table cloths are recommended for non-hosted parties. Guests are responsible for removing gifts and personal items before the scheduled party time is over.
- Please no glitter or confetti. No decorations taped to walls or ceiling**

WHAT DO I NEED TO KNOW ABOUT THE POOL?

- At the YMCA, all swimmers under the age of 18 will be required to take a swim test before entering the pool.
- Swimmers who do not pass or decline to take the test may swim in the shallow area of the pool under the following conditions:
 - Only a Coast Guard approved Personal Flotation Device may be used. Children using a flotation device must have an adult in the pool within arms reach.
- Children 8 and under must be accompanied by an adult in the pool area
- If lightning is seen in the area the pool will be closed temporarily. Your party host can run gym activities instead if the gym schedule allows.**

HOW EARLY CAN I ENTER THE PARTY ROOM?

- The earliest you may enter the party room to set up is 45 minutes prior to allow for set up and decorating before your guests arrive

HOW DO I LEAVE THE SPACE WHEN I AM DONE WITH A NON-HOSTED PARTY?

- All rooms used by the party are required to be cleaned and left in the condition they were found it.
- Garbage is to be put in receptacles in the room.
- Decorations are to be taken down and removed
- If the rooms used are not found in satisfactory condition renter will not receive their \$50 cleaning deposit (non-hosted parties)

WHAT IS YOUR CANCELLATION OR REFUND POLICY?

- The YMCA will not refund or credit the \$75 party deposit.
- All cancellations are required to be made a minimum of 24 hours in advance. Failure to cancel prior to 24 hours in advance will result in the balance of the party being the renter's responsibility, regardless of the party taking place. **Exceptions due to weather will be made at the discretion of the YMCA.**
- For paid in full parties cancelled 24 hours in advance, a refund will be issued for the party balance, less the non-refundable deposit.

I understand that the YMCA will try to accommodate this request. Availability is based upon staffing availability. The YMCA agrees to notify me as to the acceptance of this request within 7 days. If the request is granted I agree to **pay required deposit at the time the rental is placed on the schedule and the balance within seven days of rental. I understand that the \$75 deposit is non-refundable.**

Signature: _____

Date: _____

Staff (Print): _____

For office use only:

Requested approved? Yes or No Date of notification _____

Deposit received \$ _____ Date _____ check cash Credit Card

Full Rental Charge Received \$ _____ check cash Credit Card

Staff (Print): _____ Copy to: Megan Downing Party Coordinator(s)

\$50 deposit refunded for non-hosted party _____ Date _____