

Rental Request Form

Today's date _____ Requested rental date: _____

Contact name _____

Phone # _____

Member (circle one): Yes No

Type of Event _____

Estimated number of: ___ Adults ___ Children
All fees are based on 25 people. For additional guests please see additional fees below. Not to exceed 50 people.

Will you bring in food? (circle one) Yes No
(food is confined to Party/Meeting Space)

Areas Requested: Cost:
Check all that apply. Member Non-Member

___ Party/Meeting Space ___\$50 ___\$75

- Multi-Purpose Room
- Includes tables & chairs
- Access for duration of party/meeting rental

___ Pool ___\$75/hr ___\$100/hr

___ ½ Gym ___\$50/hr ___\$75/hr

___ ½ Fieldhouse ___\$50/hr ___\$75/hr

___ Batting Cage

- With Pitching Machine ___\$40/hr ___\$45/hr
- Without Pitching Machine ___\$30/hr ___\$35/hr

___ Shelter House ___\$100 ___\$150

- May-September Only
- Shelter House and a portion of the fields – 2 hours with 30 minute set up and 30 minute clean up

Additional Fees:

___ \$50 – Additional Guests (26-50)

___ \$50 – 1 additional hour

Party Times: (please choose a time)

Saturday: ___ 12:00pm-2:00pm ___ 1:00pm-3:00pm

___ 2:00pm-4:00pm

Sunday: ___ 1:00pm-3:00pm ___ 1:30pm-3:30pm

___ 2:00pm-4:00pm

Meeting Times: Based on facility programming.

Call for days and times.

Total Cost: _____

For Office Use Only Date Approved: _____ Date Paid: _____

Staff Initials: _____



FOR MORE INFORMATION
PLEASE CONTACT:
Tosha Niciu, Membership Director
tniciu@faycoymca.org
(740) 335-0477 x107



Fayette County Family YMCA
100 Civic Dr
Washington C.H., OH 43160
(740) 335-0477

Facility Hours:
Monday - Friday 6:00am-9:00pm
(Summer Hours: Monday - Friday 6:00am-8:00pm)
Saturday 7:00am-5:00pm
Sunday 12:00pm-5:00pm

Visit Our Website:



Fayette County Family YMCA

Party & Facility Rentals



Party /Facility Rental Options

Requests MUST be made at least 2 weeks prior to request date.

Rentals are subject to the availability of the facility .

Basic Party/Meeting

- Party /Meeting Space – 2 hours

Splash Party

- Pool – 1 hour (private)
- Party Space – 1 hour

Gym Party

- 1/2 Gym – 1 hour (private)
- Party Space – 1 hour

Play Ball Party

- Batting/Golf Cage – 1 hour
- Party Space – 1 hour

Shelter House Party (May – September Only)

- Shelter House and a portion of the fields
 - 2 hours
- Based on availability and programming
- Includes access to bathrooms and a covered patio with picnic tables

Additional Fees

- \$50 – additional guests (26–50)
- \$50 – additional hour

Party Rental Times Available

- Saturdays 12:00pm–4:00pm
- Sundays 1:00pm–3:30pm

Meeting Rental Times Available

- Based on facility programming.
- Call for dates and times

Batting Cage Rental

- With or Without Pitching Machine
- Based on availability during baseball/softball season

Rental FAQ

HOW EARLY CAN I ENTER THE PARTY SPACE?

- You may enter the party space up to 30 minutes prior to your scheduled time to set up/decorate.

WHAT IS PROVIDED FOR THE PARTY?

- Tables and chairs for the number of people indicated on your rental request. No more than 50.
- Rental space and activities requested for the allotted amount of time

WHAT CAN I BRING?

- You may bring food, drinks, cake and decorations. Tablecloths are recommended. Guests are responsible for removing gifts and personal items before the scheduled party time is over.
- Please no glitter/confetti. No nails, thumbtacks or tape on walls or ceiling.
- No flame candles permitted by order of the Washington CH Fire Depart.

WHAT DO I NEED TO KNOW ABOUT THE POOL?

- All swimmers under age 18 are required to take a swim test before allowed to swim in the deep end.
- Swimmers who do not pass or decline to take the test may only swim in the shallow area of the pool.
- Only Coast Guard approved Personal Flotation Devices may be used. NO Inflatables!
- Children using a flotation device must have an adult in the pool with them and be within arms reach.
- Children 11 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 may utilize the gym during this time, if the gym schedule allows.

WHAT DO I NEED TO KNOW ABOUT THE BATTING CAGE?

- At least one adult chaperone must be present at all times.
- An additional waiver must be signed by all participants
- Staff on duty will not be responsible for operating the pitching machine

HOW DO I LEAVE THE SPACE WHEN THE PARTY IS OVER?

- Rooms used are required to be cleaned and left in condition they were found.
- Trash is to be put into the receptacles in the room.
- Decorations are to be taken down and removed.
- If the room(s) used are not found in satisfactory condition, the renter will be contacted, and a fee may be charged.

WHAT IS THE CANCELLATION POLICY?

- Cancellations are required 48 hours prior to the requested rental date.
- 50% of the rental fees will be refunded if cancelled 48 hours prior.
- NO refunds will be given for parties that have started, completed or did not follow the proper cancellation notice.

Rental Rules & Regulations

- 1.Full payment is due before the rental is placed on the schedule.
- 2.Number of participants using the requested space(s) will not exceed the number on the request form, otherwise, an additional fee may be charged.
- 3.The group will use only the areas for which they have requested and will respect the use of the building by other groups.
- 4.Proper attire is required in all areas of the building. Wet bathing suits are not to be worn throughout the building.
- 5.Adult chaperones are required at all times in all locations of the building being used by the group.
- 6.Arrangements will be made by the group to prevent “outsiders” from coming to the event.
- 7.Smoking, vaping, tobacco products, alcoholic beverages and narcotics are prohibited.
- 8.You are financially responsible for any damage(s) to the building and furnishings.
- 9.The Fayette County Family YMCA is not responsible for lost/stolen personal property.
10. The adult who signs the rental contract must be present at the event and report to the Member Services Desk upon arrival and departure.
11. The rental group will be responsible for activities for their group in the respective rental areas. The Fayette County Family YMCA staff on duty will not be responsible for providing the activities.
12. Any health problems of participating group members that may put themselves “at risk” or may affect their participation should be reported to the Fayette County Family YMCA staff upon arrival. Group leaders are responsible for having all pertinent health and contact information for their group.
13. Staff on duty will be responsible for assisting the rental groups with building needs and will work for the safety and best interests of the Fayette County Family YMCA.

I have read and understand the above Rental FAQs, Rules and Regulations and my group will abide by these standards. I understand availability is based upon facility and staffing availability. If the request is granted, I agree to pay in full at the time the rental is placed on the schedule.

Print Name: _____

Signature: _____ Date: _____