



FOR YOUTH DEVELOPMENT

FOR HEALTHY LIVING

FOR SOCIAL RESPONSIBILITY West Broad Street YMCA

Facility Rental Agreement

Today's Date*: _____ *Complete all fields Current YMCA Member

Organization Name*: _____ Phone Number*: _____

Organization Address*: _____ City/State/Zip Code*: _____

Authorized Person/Title*: _____ Email Address*: _____

Address* (if different from above) _____ Phone Number*: _____

The West Broad Street YMCA reserves the right to terminate this agreement for any reason, including in the event that any term of this agreement may have an adverse effect on the West Broad Street YMCA's not for profit status. NO alcoholic beverages, tobacco products or firearms are allowed on West Broad Street YMCA's property.

Purpose of Use*: _____ Date(s) Requested*: _____

Specific Area(s)* _____ Time(s) Requested*: _____

Set-Up Requested (\$75 Fee): Yes No Number of Tables: _____ Number of Chairs: _____ Number of Guests* _____

At the time of the signing of the contract with a non-refundable room reservation fee of \$50 and security deposit of \$100.

The total rental payment must be paid at least two weeks prior to the scheduled event to avoid cancellation. If your event is within two weeks of the time of the contract, the entire rental cost must be paid. **Monthly renters will pay on the first**

business day of each month. Cancellation Policy: The ENTIRE security deposit will be NON-refundable if this contract is cancelled by the renter within 72 hours of the scheduled event date. The security deposit and room reservation fees are

non-transferable. The West Broad Street YMCA requires all children & youth to be accompanied by a supervising adult. The

following ratio must be maintained: 1 Adult for every 6 children ages 2-5 years; 1 Adult for every 10 children 6-9 years, 1 Adult

for every

15 children 10-15 years and 1 Adult for every 20 youth 16-20

years.

Renter's Initial _____

OFFICE USE ONLY	
<input type="checkbox"/> \$100 Security Deposit <input type="checkbox"/> \$50 Room Reservation Fee Date Paid :	Method of Payment:
100% Rental Fee \$ <input type="checkbox"/> \$75 Set-Up Fee Date Paid:	Method of Payment:
100% Rental Fee \$ Date Paid:	Method of Payment:
Security Deposit Return Date:	Reason Security Deposit Not Returned:

West Broad Street YMCA Room Rental Options

Facility Rent (1st hour/Each hour) Max. Capacity Restrictions

Classroom 101 \$50/\$25 per hour 10

Classroom 102 \$50/\$25 per hour 10 No Food

Classroom 103 \$100/\$50 per hour 20

Dance Room \$75/\$50 per hour 100/80/125* No Food

Gymnasium \$200/\$100 per hour 400/300/700*

Multi-Purpose Room \$100/\$50 per hour 100/80/150*

Kitchen \$50/\$25 per hour

Outdoor Field Area \$300/\$100 per hour 800

Anything after 2:00 pm is considered after hours. After hours rates go back to the original rate.

**The Gymnasium, Dance Room & Multi-purpose Rooms capacity denoted Theatre/Meeting/Standing.*

Rental Rules & Regulations

Primary Use: *The West Broad Street YMCA facilities and equipment are first and foremost for use by West Broad Street YMCA members and regularly scheduled West Broad Street YMCA programs and activities. When these facilities are not in use by the West Broad Street members and/or groups, they may be reserved for non-West Broad Street YMCA groups.*

All rental prices reflect reservations during normal business hours.

All rentals include an hour of set-up and a half-hour to clean up. All events require set-up and clean-up is by the renter, unless other arrangements have been made.

The person who signs the rental agreement is responsible for all guests in their party and will be held accountable should there be an issue with anyone associated with their room rental.

We are a smoke free facility.

Renters are allowed to bring in additional chairs or tables if needed. Please use care when moving furniture.

Outside catering is allowed for any event.

All music must be in accordance with the purpose and mission of the West Broad Street YMCA. Suggestive or inappropriate language is not permitted. Volume is to be kept at reasonable levels.

All guests associated with the room rental must stay in the designated area and may not use other equipment and facility space.

Bathrooms in our facility may be used, but must be kept clean and orderly.

Decorations may be used in our rental rooms but must be hung with care using blue painter's tape on the walls. Wall damage can result in \$100 damage fee (security deposit). All decoration & tape must be removed. Do not take down any artwork, pictures, or posters off the walls.

Cleaning of the room and removal of trash is the responsibility of the renter. Trash receptacles are located outside in the rear corner of the building's parking lot. The room is to be swept and mopped after the use of the room. Trash can liners, broom, dust pan and mop will be provided by the West Broad Street YMCA.

Security is not provided by West Broad Street YMCA. If the renter's meeting or event exceeds 100 participants, the renter must arrange for an off-duty police officer to be present during the entire event.

You may request an attendant to help with set-up and clean-up for your event area for an additional fee (Set-Up Fee \$75). Otherwise the room set-up and breakdown is the responsibility of the individual renting the room unless other arrangements have been made.

Renter's Initial _____

Rental Rules & Regulations (Continued)

This agreement supersedes and replaces any prior agreement between the renter and the West Broad Street YMCA concerning the subject matter hereof. No alterations to or modifications of the terms or provisions of this agreement shall be effective unless such alteration or modification is made in writing and initiated or signed by both parties.

NON-West Broad Street YMCA Groups

The West Broad Street YMCA will make its facilities and/or property available only to non-West Broad Street YMCA groups that meet the following criteria:

- Groups whose purpose and objective are generally compatible with those of the West Broad Street YMCA and who do not seek to exploit the West Broad Street YMCA name or constituency.
- Groups who are willing and able to take responsibility for their activities and who are willing to abide by the West Broad Street YMCA rules and regulations.

PRIORITIES FOR USE

Priorities for use of the West Broad Street YMCA facilities, property and/or equipment by non-West Broad Street YMCA groups will be given to religious, social, education, civic, cultural and community service groups. All fees must be paid up front to secure the facility rental. Dates are tentative until fees are paid.

SUPERVISION

All groups will be required to designate an individual, 21 years of age or older, who will be responsible for communicating all rules and regulations to his/her group. The group leader is also responsible for communicating all rules and regulations to his/her group. The group leader is also responsible for ensuring all supervision ratios are maintained at all times during an event. These ratios may be achieved by the use of additional qualified volunteers of the group and/or the West Broad Street YMCA staff. The West Broad Street YMCA reserves the right to assign the appropriate number of staff necessary to attend any function. The group leader will be responsible for any cost incurred by the West Broad Street YMCA for staffing above and beyond those included in the basic facility use agreement.

STANDARD FOR CONDUCT

Any conduct contrary to the purpose of the West Broad Street YMCA is prohibited. Smoking and the consumption of alcoholic beverages and/or illegal drugs are specifically prohibited anywhere on the property or in the facilities. The West Broad Street YMCA reserves the right to dismiss any individual and/or group without a refund that does not maintain the rules of conduct.

CERTIFICATE OF INSURANCE

All groups will be required to provide a certificate of insurance naming the West Broad Street YMCA as an "Additional insured". Coverage extended to the West Broad Street YMCA shall not be less than \$1,000,000 and shall be provided prior to the event. **LOSS OF PERSONAL PROPERTY**

RELEASE AND WAIVER OF LIABILITY

The West Broad Street YMCA assumes no responsibility for the personal property of individuals or groups utilizing the facilities and/or property.

USE OF THE WEST BROAD STREET YMCA NAME

Use of the West Broad Street YMCA's facilities does not imply endorsement or sponsorship of any event by the West Broad Street YMCA. Therefore, promotion shall be designated in such a way that no suggestions of endorsement or sponsorship by the West Broad Street YMCA are implied.

UNAVAILABLE AREAS

Due to safety/liability issues, areas of the building not available for use include: Wellness Center, Weight Room, Welcome Center (front desk) and offices. Other areas may be available for use as outlined in the completed rental agreement.

GENERAL FACILITY RULES & REGULATIONS

1. Shirt, shoes and proper attire are required in all areas of the building except the locker rooms and pool deck.
2. All food is limited to the lobby, classrooms, multi-purpose room and kitchen area.
3. All children and youth must have direct adult supervision at all times (must be on the pool deck if a pool is being used).
4. All equipment and supplies are limited to their appropriate areas.
5. Gym bags and other personal belongings must be kept with individuals.
6. Profanity and unsportsmanlike behavior will not be tolerated.
7. No dunking or hanging on basketball hoops.

RESPONSIBILITY FOR DAMAGE

The individual responsible for the group and the group as a whole shall be responsible for damages to the facility, property and/or equipment caused by the group. A security deposit may be required. The group will be notified within 48 hours of the damage and payment will be required.

Renter's Initial _____

In consideration for the renter being allowed to use the facility, renter hereby covenants and agrees to release, discharge and waive any rights of action, demands or claims renter may have for any and every incident or accident which might arise during the rental of the facility, and do hereby assume all risks inherent in the use of the facility. Renter furthermore agrees to indemnify, defend, and hold harmless the West Broad Street YMCA and its officers, directors, partners, agents, members and employees from and against any and all demands, claims, damages, to person or property, losses and liabilities, including reasonable attorney's fees, related to, arising out of or caused by renter's or its officers', directors', partners', agents', members', employees', or participants' negligence or other wrongdoing in connection with use of the facility.

Renter agrees that its use of the facility will be conducted in a manner consistent with the values of the West Broad Street YMCA and that it shall comply with West Broad Street YMCA rules.

Renter shall comply with all federal, state and local laws with regard to its use of facility.

Renter agrees that it shall be responsible for all damage to the facility, normal wear and tear accepted, that results from its use of the facility.

Renter agrees to assume responsibility for cleaning the facility after use and for returning the facility to the same condition as prior to the use. If renter fails to do so, West Broad Street YMCA may, at its sole discretion, retain renter's deposit as previously stated herein.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT, AND FURTHER AGREES THAT NO ORAL REPRESENTATIONS, STATEMENTS OR INDUCEMENT APART FROM THE FOREGOING WRITTEN AGREEMENT HAVE BEEN MADE.

THE UNDERSIGNED HAS READ AND AGREED TO ALL CONDITIONS AND POLICIES ON THE FOUR PAGES OF THIS AGREEMENT, ON HIS OR HER OWN BEHALF AND ON BEHALF OF THE ORGANIZATION IDENTIFIED BELOW, AND THE UNDERSIGNED REPRESENTS THAT HE OR SHE HAS AUTHORITY TO EXECUTE THIS AGREEMENT ON BEHALF OF SAID ORGANIZATION.

I HAVE READ THIS RELEASE

Print Name Signature

ON BEHALF OF:

Name of the Organization Date:

West Broad Street YMCA, 1110 May Street, Savannah, Georgia 31415, Phone: 912-233-1951 Fax: 912-233-9698

(Rev. 01/21)

Renter's Initial _____