

# Lock Haven Branch YMCA Facility Rental Application

Applications must be presented at least three weeks prior to the requested date. A 50% nonrefundable deposit is required upon confirmation. Users are required to make sure the rented area(s) are clean prior to leaving the Lock Haven Branch YMCA. Please contact Nikolee Palmer at nikoleep@lockhavenymca.org or call the Y at 570-748-6727.

Hours Needed	Site	Member	Non Member
	Pool**	\$50	\$80
	Gymnasium (Full)**	\$50	\$75
	Gymnasium (Half)**	\$25	\$50
	Rock Wall (6 participants) *	\$30	\$60

\$ \_\_\_\_\_ **Total Due**

\$ \_\_\_\_\_ **50% Non-refundable Deposit;**

\$ \_\_\_\_\_ **Balance Due**

\*Rock Wall price will increase by \$10.00 for every additional 6 participants to cover extra staffing.

\*\*Price will increase by \$15.00 for every additional 15 participants to cover extra staffing.

**Organization/Individual:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Rental Purpose:** \_\_\_\_\_

**Date(s) Desired:** \_\_\_\_\_

**Start Time (Include Setup):** \_\_\_\_\_ **End Time (Include Cleanup):** \_\_\_\_\_

**Estimated Attendance:** \_\_\_\_\_

LOCK HAVEN Branch River Valley Regional YMCA | 145 East Water Street Lock Haven, PA 17745

570-748-6727 | www.lockhavenymca.org



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# Facility Rental Terms and Agreement:

**The Organization or Individual listed on this page and on the Rental Application Form shall be individually responsible for the obligations of the group under this agreement.**

**Reading and initialing each statement below is required and indicates acknowledgement**

Initial	Agreements
	All groups will be required to designate an individual, 21 years of age or older who will be responsible for the conduct of the group. This designated group leader must meet with the YMCA staff prior to the anticipated use to review this agreement, rules and regulations and be oriented regarding each facility and /or equipment to be used.
	All groups will be required to provide a Certificate of Insurance naming the YMCA as an "additional insured". Vendors of groups using the facilities and/or property shall also provide a Certificate of Insurance. Coverage extended to the YMCA shall not be less than the association carries and shall be provided prior to the event.
	Admission fees shall not be charged without prior written approval by the Lock Haven Branch YMCA.
	<i>Decorations shall not be nailed, tacked, pinned, glued, or adhered to any surface in any way that will leave evidence of use.</i>
	Use of a caterer and/or entertainment shall be subjected to the approval of the Lock Haven Branch YMCA.

Organization Name or Individual Name (Printed): \_\_\_\_\_

Organization Leader or Individual Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Administrative Use Only:

Aquatic and Program Director Initials \_\_\_\_\_

Membership Director Initials \_\_\_\_\_