

## **BUILDING RENTAL INFORMATION**

The Altavista Area YMCA offers several **Rental Agreements** to help accommodate your social needs. Below is a list of spaces available and pricing. There is a special section devoted to Renter Responsibilities for questions concerning the security deposit. Rental parties will be held one at a time. Full payment secures the rental. If you have further questions, please contact the YMCA at 369-9622.

### **FAMILY CENTER**

**Birthdays** – Rooms available for Birthday parties for children 12 years of age and under include the Kitchen, Dining Room, and Multipurpose Room. Cost is either \$50 when YMCA is open or \$80 when YMCA is closed with a \$25 Security Deposit.

- Renters may have access to the rooms 1/2 hour before party to decorate.
- Party and clean up should last no longer than 3 1/2 hours.
- Tables are not to be moved from Dining Room.

### **Pool Parties**

- After Hours Party - \$100 minimum fee or \$5.00 per person, whichever is greater plus \$25 Security Deposit. This fee allows renter access to Pool, Dining Room, and Kitchen. Pool time is limited to a maximum of 1 1/2 hours.
- Open Swim Option - \$100.00 rental fee plus \$25.00 security deposit. Pool time is limited to a maximum of 1 1/2 hours. **Party size will be limited to 20 guests.** This fee allows renter to access Pool, Dining Room and Kitchen.

### **RENTER RESPONSIBILITIES**

1. Renter must supply one responsible adult for every five children 2 years old or younger; one adult for every ten children ages 3-4 years old; one adult for every twelve children 5 years old and older. If children under 5 years old will be in the pool, an adult will also need to be in pool.
2. Renter is responsible for supervising children at all times.
3. A YMCA staff member must be in the building, but is not responsible for supervising or entertaining the children.
4. All food and paper products will be supplied by the renter/caterer.

5. There is to be no use of tobacco products or alcohol inside the building. Alcohol is not allowed on the YMCA premises, but tobacco products may be used outside the building if all refuse is disposed of properly.
6. Music must be kept at a low volume so that it can not be heard or felt at the street.
7. Renter is responsible for leaving the facility as found:
  - Place all trash in trash cans.
  - Remove all decorations.
  - Wipe down tables and clean any spills.
  - Put chairs on top of tables.
  - Dust mop floor.
8. Renter is responsible for any damage to the facility; extent of responsibility is not limited by the size of the Security Deposit.

*If all of these responsibilities are met, the Security Deposit will be refunded.*

**POOL RULES INCLUDE, BUT ARE NOT LIMITED TO:**

Swimmers will be tested to swim in the deep.

Non-swimmers will be provided with life vests.

No running.

No flips, turns/spins, or backwards entries from the side of the pool and or diving blocks.

No diving in water less than 7 feet deep.

No food or drink allowed in the pool area.

No splashing or rough play.

No kickboards or pull buoys will be used at pool party

Balls, noodles, & diving rings will be provided for the party, but put away at the discretion of the guard if rules are being broken using the toys.

Obey the lifeguard at all times.

## **ATHLETIC CENTER**

### **GYMNASIUM**

The gymnasium may be rented for a maximum of three hours. \$100 minimum fee or \$5 per person, whichever is greater. The gymnasium rental is strictly for basketball and volleyball.

### **MULTI-PURPOSE ROOM**

YMCA Members \$100.00

Non-Members \$125.00

Damage Deposit \$100.00

- Rental fee and damage deposit must be paid before facilities are reserved
- Cancellations must be made fourteen days in advance
- Cancellations not made within fourteen days will result in loss of deposit
- Events cancelled due to weather can be rescheduled

### **RULES AND REGULATIONS**

1. Renter is responsible for setting up and taking down tables and chairs.
2. Renter is responsible for sweeping, mopping and disposing of all trash. Cleaning equipment, supplies and trash bags will be provided by the YMCA.
3. All activities must conclude by 11:00 p.m.
4. Alcohol and tobacco products are not allowed in the YMCA.
5. The fire code prohibits the kitchen from being used for cooking. Food should be pre-cooked prior to events in the multi-purpose room.
6. The multi-purpose room is available for church activities, civic events, training functions, family reunions, anniversaries and similar activities.
7. Other functions are subject to approval by the YMCA.
8. Renters are to use the outside entrance near the Trade Lot and bathrooms located in the room.

9. Renters using the room after YMCA operating hours will be given an allen wrench to enter and exit. The allen wrench must be returned in order to receive the damage deposit.
10. Renters are not to use any other YMCA facilities without prior permission.
11. According to fire code, maximum capacity for the multi-purpose room is 120.
12. The YMCA is not responsible for items left in the room.

### **EQUIPMENT AND SUPPLIES**

- Institutional dishwasher
- Refrigerator
- Stove for reheating
- Microwave
- Island for food preparation
- Flatware, dishes, plates, salad bowls, coffee cups and glasses for 100 patrons
- Sound system for cassette tapes and compact discs
- Warming oven
- Ice maker
- Tables and chairs
- Two coffee urns
- Small coffee maker
- Telephone