



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ATHLETIC CENTER

MULTI-PURPOSE ROOM

YMCA Members \$125.00

Non-Members \$150.00

Damage Deposit \$100.00

- Rental fee and damage deposit must be paid before facilities are reserved
- Cancellations must be made seven days in advance
- Cancellations not made within seven 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, and facilities cleaned and secured prior to YCMA closing time. Monday through Friday, 8:00am-9:00pm, Saturday 8:00am-5:00pm and Sunday 1:00pm-5:00pm.
4. Alcohol, tobacco, e-cigarettes, or marijuana products are not allowed in the YMCA.
5. Any tape used on the walls, ceiling tiles, and fans, MUST be removed at the end of the event and leave no marks.
6. The fire code prohibits the kitchen from being used for cooking. Food should be pre-cooked prior to events in the multi-purpose room.
7. The multi-purpose room is available for church activities, civic events, training functions, family reunions, anniversaries, and similar activities.
8. Other functions are subject to approval by the YMCA.
9. Renters are to use the outside entrance near the Trade Lot and the bathrooms which are located in the multi-purpose room.
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

- Dishwasher
- Refrigerator/freezer
- Stove for reheating
- Microwave
- Island for food preparation
- Tables and chairs
- Two coffee urns
- Small coffee maker
- Three beverage dispensers
- Flatware, dishes, plates, salad bowls, coffee cups, glasses for 100 patrons
- Serving utensils
- Sound system for cassette CDs and aux cord
- Warming oven
- Ice maker



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Altavista Area YMCA Multi-Purpose Room Rental Contract

Date _____

Lessor: _Altavista Area YMCA-Athletic Center

Lessee Print Name:

Lessee Address:

Lessee Telephone number(s): _____ Alternate

Type of Event (Circle one): Birthday Anniversary Business Function Reception Memorial Service

Summary of Lease Agreement terms:

Now, therefore, in consideration of the mutual covenants and conditions contained herein, Lessor and Lessee agree to the following:

Leased Premises: Altavista Area YMCA Multi-Purpose room located at 718, 7th St., Altavista VA.
Agreement is for the use of the Multi-Purpose Room only.

Lease Date: _____ **Begin Time:** _____ **End Time:** _____
Not to exceed closing time

Set-up Date: _____ **Time:** _____

A \$100.00 cleaning deposit is required at time of request and will be refunded if the facilities are left in the condition they were found as determined by the YMCA Staff.

Deposit Paid Date: _____

Room Rental is \$125 for YMCA Members and \$150 for Non-Members and must be paid prior to set-up.

Room Rental Paid Date: _____

-Returned checks will result in an additional \$60 fee.

-Both Deposit and rental fees must be paid before set-up begins.

-Lessee agrees to be held financially responsible for all damages to the real personal property at the Leased premises, normal wear and tear expected, and accepts financial responsibility for such damages.