

Facility Rentals

Thank you for your interest in renting the ESCC for your special event. Stop by the front desk for a tour of our inviting amenities, including a catering kitchen, the Community Rooms with a view overlooking Powell lake, the Party Rooms conveniently located off the pool deck, and our family friendly swimming pool. The ESCC is available to rent for your next family or community event.

- Call or stop by the front desk to schedule a tour to make sure our facility is suitable for your needs.
- All rentals are on a first-come-first-served basis and no rental can be secured without all fees and forms received.
- All Rentals must be booked **AT LEAST A MONTH** prior to your event date.
 - If rental is booked less than a **MONTH** prior, the slide may not be open. There will be no change in price if the slide can't be opened.
- All rentals must end at least an hour before the facility closes.
 - Monday- Friday, ends at 8pm, Saturday, 6pm, Sunday, 4pm
 - We'll make exceptions at the Aquatics Managers discretion.
- Please include set-up and clean-up time in your calculation.
- After a representative has verified availability of your date and time, please complete and sign the Rental Agreement and Code of Conduct Policy.

You may obtain rental documents by visiting www.es-prcc.com or by stopping by our facility during hours of operation.

Large Group Packages- Facility Rental

	1-40 guests	41-100 guests	101+ guests
½ Day	\$300	\$350	\$400
Full Day (3+)	\$425	\$450	\$500
After business hours additional pricing	Extra \$50 per hour		
After hours w/ pool (lifeguards)	Extra \$75 per hour for staffing		
Additional after hours staffing (front desk)	Extra \$75 per hour		

Includes:

- Swimming pool
- Party Rooms A & B
- Refrigerator for lunch/snacks

Additional amenities:

- Racquetball court - \$50
- Waterslide - \$50

Gymnasium Rentals*

- \$40 per hour (half-court) / \$90 per hour (full-court)

**Gymnasium Rentals are based on availability and based on Directors discretion at peak times.*

Rules of Operation

- o The total amount due is required to reserve a rental.
 - o Full refund is awarded if rental is canceled 22 or more days before the date of rental.
 - o ½ the total may be refunded if the rental is canceled within 21 days of rental date
 - o No amount will be refunded if the rental is canceled the day of the event
- o **ALL LARGE GROUP FACILITY RENTALS MUST BE BOOKED AT LEAST A MONTH IN ADVANCED**
 - o **NO EXCEPTIONS**
- o No alcoholic beverages, smoking, or open flames are allowed on community center property
- o Event activities must be of a family oriented nature as defined by community center staff
- o Rentals do not provide guests access to community center fitness areas or exercise equipment
- o No decorations may be attached to the walls or ceiling.
- o No tape, thumbtacks or push pins may be used to hang decorations or other items.
- o No food or drink is allowed outside the party room.
- o Set up and tear down is included in your rental time.
- o The following tasks will need to be completed by the end of your rental time:
 - o Tables & Chairs wiped clean
 - o Carpet/Floor picked up from trash
 - o All Trash put in trash cans
 - o If you go over your rental time you will be charged an extra ½ hours

Pool Rules

- o Lap lanes are for swimming laps only
- o **Any child 5 years and under must be accompanied in the water by an adult (15+ yrs.) and be within arm's length at all times**
- o Any child age 8 and under must have an adult (15+ yrs.) on the pool deck at all times
- o All party participants (13 years and younger) are required to pass the swim test to swim without a lifejacket OR have an adult in the water within arm's reach (1:1 ratio of adult: child).
- o Adults need to be prepared to stay in the pool area for the duration of the swim time
- o Parties will always swim first and eat after
- o Swim parties will be limited to the number of swimmers listed on your rental agreement
- o Only US coast guard approved floatation devices allowed
- o Swimmers must be at least 48" tall to ride the slide
- o The pool will be closed for a minimum of 45 minutes for proper clean up if a swimmer gets sick
- o For patron safety lifeguards have final discretion
- o Additional pool rules are also enforced for the safety of everyone in the pool; please see the Lifeguard or Aquatics Manager for questions

To induce the Excelsior Springs Community Center to grant the license applied for, the organization and the person signing on its behalf (its "representative") warrant that (1) the information is, to the best of their knowledge, true, and (2) they understand and agree to abide and be bound by the terms of the Rental Arrangements and Rules of Operation printed on this contract, (3) the person signing as representative has full authority to do so on the organization's behalf, and (4) the fee for the rental will be paid as stated.

I have read the terms and agree to abide by the **Rental Agreement** and **Rules of Operation**. I further confirm that I am of authority to sign on the behalf of my organization.

Signature: _____

Date: _____