



**The Community Center**  
500 NE 11<sup>th</sup> Street ~ Madison, SD 57042  
(605) 256-5837  
www.communitycenter.dsu.edu



## Birthday Party Room Rental Agreement

Contact Person: \_\_\_\_\_ Home/Cell Phone: \_\_\_\_\_

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

Rental Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

(Start /End time must Include set-up and clean up. Open swim hours are Saturday 1-8pm & Sunday 1-6pm)

☐ **BD Party Room 1** – Small, Large, or Basic Party. Pool access through private door; seats 40+

☐ **BD Party Room 2** – Small Group. Pool access through lobby; seats 20 additional seating in lobby

☐ **BD Party Room 3** – Small Group. Pool access through locker room; seats 20. Small kids table available

☐ **Pool Party Patio** – (Summer Only) Outside Living Area with grill, yard games, tables, umbrellas

### All Party Rooms Include:

- Hourly fee includes usage of pool during open swim times, gyms, family center, locker rooms, and kitchen with refrigerator, freezer, oven, and microwave.
- Family Rec Cave – has youth PE equipment (hula hoops, scooters, etc available for checkout)
- Table(s) and chairs are available for each room
- Outside food and beverages is allowed, but must remain inside room. The Community Center is an alcohol and tobacco free facility. Candles are not allowed.
- Usage of the Community Center is during rental times only. Daily admission fee charged for anyone staying past rental times. Lessee is responsible for setup, vacuuming, cleaning tables and chairs at the end of the party. (Cleaning equipment provided).

### Small Party (6 - 20 attendees)

☐ \$15hr - Member

☐ \$20hr – Non Member

### Basic Party 21-40 attendees)

☐ \$25hr - Member

☐ \$35hr – Non Member

### Large Group (41-70 attendees)

☐ \$35hr - Member

☐ \$50hr – Non Member

\*Two hour minimum rental. Pay-in-full at time of reservation.

Hours Rented \_\_\_\_\_ x Hourly Fee \$ \_\_\_\_\_ = Total Rental Fee \$ \_\_\_\_\_

Office use: Paid by: \_\_\_\_\_ Cash or Check

Credit Card #: \_\_\_\_\_

Expir Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

### Important Facility and Pool Rules

The Community Center would like you to have a safe and fun party experience. Please review rules and policies with all guests of party.

- Lessee must provide adult supervision until the last guest leaves. Children ages 3 and younger must have guardian (over 14) with them in the water with them. Children ages 4 & 5 YEARS of age must have parent/guardian (over 14) with them in the pool area with them.
- Swimmers must be attired in swimsuits, which must include linings and have adequate coverage. Other apparel, including undergarments, worn under swim suits are not permitted for health reasons.
- Infants/children not toilet trained and incontinent adults must wear snug plastic pants or swim diapers under their swimsuits. Children in diapers must wear swim diapers.
- Inflatables of any kind are not allowed (water wings, air mattresses, etc)
- For safety reasons life jackets are not allowed, except for disabled persons requiring such protection, or if lifejackets are made directly into the swim suit and cannot be separated. This does not exclude the parent from being in the water if the child is 3 years old and younger.