



CHAMBERSBURG RECREATION CENTER

Summer Party Package Gym 2

Revised 2/23/2024

Person/Organization for whom the rental is being held: _____

Contact's Name _____ Phone Number: _____

Address _____ City _____ Zip _____

Day/Date Requested: _____ Time Requested: _____ (2.5 hrs)

Number of persons in your party: _____ (This number may be adjusted. Able to accommodate groups up to 40.)

Rental Options:

Number of tables for food: _____ (Cannot exceed 5 tables which accommodates 40 people in the lobby area)

What types of activities will be included? Please list:

If this is for a birthday party, do you need us to supply any of the following items: scooters, basketballs, playground balls, badminton nets and rackets? If yes, please list which you will need:

Will you be setting up an inflatable bouncer? YES or NO

Cost: \$145 / \$125

- Reservations for the use of the Recreation Center must be conducted in person at 235 South Third Street by adults, 21 years of age or older.
- Fees must be paid at the time reservations are made.
- The use of confetti, silly string, tacks, staples, or tape to decorate is not permitted. Please use adhesive putty. Do not place tape on the floor or attach anything to the sprinklers.
- Please remove and dispose of all decorations after your event.
- Animals, except official service animals, are not permitted in the building.
- Smoking is only permitted in designated areas outside the building.
- Users of the Recreation Center shall respect the rights of others and conduct themselves in a manner acceptable and becoming to others.
- The use of alcoholic beverages and narcotics in or on premises of the Recreation Center is prohibited. Persons under the influence of same shall be prohibited from entering premises.
- In the event of any problems during your reservation, such as other party intruders, spills, or an emergency, please locate the on-site Building Attendant for assistance. The Recreation Department Building Attendant should check in with you upon arrival and throughout your event.
- All guests must vacate facility on or before the indicated departure time.
- Refunds will be granted only if cancellations are made two weeks prior to scheduled time of use. A \$5.00 administration fee is retained by the Recreation Department for all refunds issued.

By signing this agreement, you are indicating receipt of these guidelines, are accepting responsibility during the event, and assuring compliance throughout your event.

SIGNATURE: _____

ADMINISTRATIVE USE ONLY

Date Received: _____ Received by (Staff): _____

Payment: _____ Check # _____ Cash _____ Credit Card _____