



**YANITY GYMNASIUM
FACILITY RESERVATION APPLICATION**

Date of Application: _____

Facility Requested (check all applicable):

GYMNASIUM weekday: \$50.00/hr. min. _____ weekend: \$65.00/hr. min. _____

high intensity: \$120.00/hr. min. _____ additional (if required): \$50.00/hr. _____

Remittance for all fees must be made to **Ridgefield Parks and Recreation**. This reservation is subject to availability and is not guaranteed until a written confirmation is mailed to the applicant. The Department reserves all rights of refusal or cancellation.

Reservation Dates: _____ **Rain Date:** _____

Time Period: From _____ AM/PM To _____ AM/PM

Type of Activity: _____

Name of Non-Profit Organization: _____

Type of Activity: _____

Contact Name: _____ **Contact Name:** _____

Telephone: _____ **Telephone:** _____

Address: _____ **Address:** _____

Number of People/Anticipated Attendance (whichever is larger): _____

Equipment Requested: _____ tables (as available) _____ chairs _____ volleyball nets (2 avail.)

Maintenance Instruction: Will you be serving food? Yes / No (Additional fees may apply)

Special Maintenance Instructions _____

Due to limited space, any equipment, decorations, *etc.* brought in must be delivered and removed during applicant's requested time. The appropriate hourly rental rates will be charged for any equipment left on premises outside of reserved hours. Applicant is responsible for set up and clean up. If applicant fails to do so, an additional minimum \$100.00 fee is required for maintenance staff.

The renting or sponsoring agency hereby agrees to lease building and facilities under the conditions set forth by the Ridgefield Parks and Recreation Commission. Renter agrees to accept responsibility for any damage caused to the building or to its contents during the time that it is in use and herewith provides proof of insurance, if applicable. If the police are required, applicant must make proper arrangements with the Police Department. **It is the renter's responsibility to know the Parks and Recreation reservation rental policies.**

I have read the rules relating to the use of desired facility and agree to abide by these rules:

Signature of Applicant

Date

Signature – Director of Parks & Recreation

Date