



PINE COMMUNITY CENTER

FACILITY RENTAL APPLICATION BIRTHDAY PARTY PACKAGES

(Packages Include Room Rental)



Name of Responsible Person: _____ Phone: (____) _____

Address: _____ City: _____ Zip: _____

Date Requested: _____ Saturday Sunday

Email: _____

Select your rental time: **(Includes Set-Up and Tear-Down)**

Beginning Time: _____ **Ending Time:** _____

Requested Gym Time: **(If available with package)**

Beginning Time: _____ **Ending Time:** _____

Will you be using a caterer? Yes ____ No ____

Approximate Attendance: _____ Number of Chairs: _____ Number of Tables: _____

Conditions of Use:

- It is the responsibility of the permit holder to clean the area at the end of each use and deposit litter in the appropriate receptacles. All boxes need compressed with a limit of six (6) garbage bags
- Each facility rental must have the necessary damage security deposit postdated to coincide with the date of use. A charge for actual labor will be billed to the permit holder when more than normal clean-up is necessary and not covered by the security deposit.
- The permit holder must be 21 years of age or older.
- Use of thumbtacks, staples and tape is not permitted on walls, ceilings, tables or chairs.
- Room is only available for actual time rented. Early admission will not be allowed. End times are strictly enforced and a portion of the security deposit will be withheld relative to time overage. _____ (Initials)
- Access only permitted for area(s) noted on rental form.

I do hereby swear that I have not misrepresented my intentions, will maintain the facility in proper order, obey the rules of the Community Center and be responsible for any damage(s) that may occur.

Signature of Responsible Person: _____ Date: _____

Approval of Facility Coordinator: _____ Date: _____

Authorized by Director of Parks & Recreation: _____ Date: _____

PINE COMMUNITY CENTER
FACILITY RENTAL PERMIT WAIVER

The undersigned also agrees, on behalf of himself, his heirs, successors, or assigns and/or any organization he represents, its successors, assigns, members, participants and attendees at any function supported by this permit, to discharge, protect, release, indemnify and hold harmless the Township of Pine, its agents, officers, employees, elected and appointed officials, successors and assigns from any and all claims, damages, injuries, demands, actions, liabilities and expenses whatsoever, including but not limited to costs of defense and attorneys' fees, directly or indirectly arising out of or relating to or resulting from any personal injury (including death) or damages to any person or property damage of any kind arising from applicant's use of this permit granted by the Township of Pine

In accepting this permit, the undersigned representative assures compliance by the group or organization. Failure to follow any of the above rules or direction from Township personnel could result in the forfeiture of permit (without refund of permit fee or any security deposit) and possible denial of future permits.

In the event that the permit application is submitted on behalf of a group or organization, the undersigned certifies to the Township of Pine that he/she is a duly authorized agent and representative of _____ (name of group/organization) and empowered to legally bind said group/organization to the above-stated terms and conditions.

I have read and fully understand the conditions of this permit and the attachments.

Signed: _____ Organization: _____ Date: _____

- The Township reserves the right to allow or disallow rental of the facility all or in part based upon the operation of the Community Center or comprehensive needs of the Community Center.
- Package rates include Township supervisory and custodial staff.
- MAXIMUM three (3) hour Rental includes 2 hour Multi-Purpose Room B and 1 hour Gymnasium North
- RENTAL DEPOSIT - 30% of rental at time of booking is non-refundable. Balance due 30 days prior to event date is non-refundable.
- DAMAGE SECURITY DEPOSIT \$200.00 (separate check postdated) and will be returned if not needed.
- DATE CHANGE - 50% of rental fee subject to availability and permitted only within current calendar year
- RENTALS are available outside of regular facility hours and additional fees will apply.
- GENERAL Facility Rules, Rental Rules, and Family Definitions & Age Requirements apply.

COMMUNITY CENTER HOURS OF OPERATION
Monday - Friday: 6:00 AM – 10:00 PM
Saturday and Sunday: 8:00 AM – 5:00 PM

BIRTHDAY PARTY PACKAGES

Pine Community Center Packages

	Resident/Member	Non Resident	
<input type="checkbox"/> Gym Package Includes: Multi-Purpose Room - 2 Hours and Gym (Half) 1 Hour	\$170	\$200	
<input type="checkbox"/> Game Room Package Includes: Multi-Purpose Room – 1 Hour and Game Room – 2 Hours plus Coordinator	\$150	\$180	
<input type="checkbox"/> Zumba® Party Package Includes: 2 hour party – 1 Hour Dancing/Games and 1 hour for food and gifts in a party room, plus a Coordinator for the Dancing and Party.	\$130	\$160	
<input type="checkbox"/> Sport Package Includes: Multi-Purpose Room - 1 Hours and Gym (Half) 2 Hours plus Coordinator	\$250	\$280	
[Select preferred activities]			
<input type="checkbox"/> Basketball	<input type="checkbox"/> Pickle Ball	<input type="checkbox"/> Dodge Ball	<input type="checkbox"/> Hockey
<input type="checkbox"/> Volleyball	<input type="checkbox"/> Soccer	<input type="checkbox"/> XerDance	<input type="checkbox"/> Flag Football
<input type="checkbox"/> Wiffle Ball	<input type="checkbox"/> Kickball	<input type="checkbox"/> Sportwall	<input type="checkbox"/> Pre-School Open Gym

Crazy like a Fox Entertainment Packages

Includes: 3 Hour Room Rental	Resident/Member	Non Resident
<input type="checkbox"/> Face Painting	\$210	\$240
<input type="checkbox"/> Balloon Artist	\$220	\$250
<input type="checkbox"/> Sand Art	\$185	\$215
<input type="checkbox"/> Cotton Candy or Snow Cones	\$185	\$215
