

FITNESS CENTER FACILITY RENTAL POLICY

**2502 23rd Ave.
Central City, NE 68826**

GENERAL INFORMATION

The Fitness Center usually has constant requests from non-Fitness Center Groups for use of their facilities. The purposes of these groups may vary. In dealing with these many requests, the following is a written policy, which has been adopted by the Board of Directors. The purpose of this document is to serve as a guide to the Fitness Center Staff. This policy prescribes the specific regulations, which the Fitness Center shall make its facilities and equipment available for use by non-Fitness Center Groups. Any recommendations or questions concerning the interpretation of this policy should be referred to the Senior Director, Office Manager, Board of Directors, or authorized personnel.

MISSION STATEMENT

The mission of the Merrick County Health & Fitness Center is to promote and meet the Health, Fitness, and Recreational needs of people of all ages and to enhance the quality of life through a wide range of programs, services, activities, and education.

PRIORITY OF USE

All Fitness Center operated programs have first priority for use of the Fitness Center property. It is the policy of this Fitness Center to make its facilities available to other individuals and groups in the following order:

- Group A: Community Youth Organizations whose purpose and goals are similar to the Fitness Centers and where their programs will not conflict with the Fitness Center.
- Group B: Non-Profit community services organizations that support the objectives of the Fitness Center and do not conflict with the Fitness Center.
- Group C: Private parties, business organizations, and individuals whose programs are not aimed At profit making for the group and/or individual (thereby jeopardizing the Fitness Centers Non-profit status), nor in conflict with the purpose of the Fitness Center.

STANDARDS OF CONDUCT

Any conduct detrimental to the purpose of the Fitness Center, such as gambling, profane language, fighting, use of alcoholic beverages, and drugs is prohibited. Smoking is not allowed within the confines of the Fitness Center facilities, or surrounding grounds owned by the Fitness Center.

SUPERVISION

Each group shall provide a person 21 years of age or older who is responsible for the enforcement of the standards of conduct defined herein. Youth groups must have at least one such person for each 15 youths unless prior approval is obtained from the Senior Director in writing. The using group is responsible for preservation of the condition of all areas of the facility with which they come in contact, including the parking lot and restrooms. The Fitness Center reserves the rights to have one of its staff attend any meeting held at the Fitness Center. In addition to the regular building charge, when the Fitness Center is used during hours that it is normally closed, there is an additional charge for the building supervision by a Fitness Center employee. This fee is paid to the Fitness Center when the building charges are paid.

DECORATIONS

All decorations must meet local fire department regulations and be approved by the Fitness Center staff. They must not damage walls, curtains, woodwork, etc. Use of nails, screws, tacks, or scotch tape is prohibited. All

decorations and their attachments must be removed immediately after the event. Decorations may be done prior to the time of the event if: 1) it is completed during normal building hours, and 2) the room is available.

ROOM ARRANGEMENT

Room arrangement and set-up are the responsibility of the using group. Chairs and tables are not to be moved from one room to another without prior permission of the staff, in which case they must be returned to their proper room when the event is over.

RESERVATIONS

Facilities may not be reserved more than (90 days) in advance for day and weekend use, or more than (30 days) in advance for weekday evenings; an exception may be made, at the discretion of the Senior Director, for groups reserving for regular usage over an extended period. The facilities are not considered reserved until the application and a signed copy of this agreement is filed with the Fitness Center, approved by the Senior Director, Office Manager, or designee, and the required deposit paid. The Fitness Center reserves the right to cancel a prior reservation at any time.

DEPOSITS

A non-refundable deposit of \$10.00 is required with every application for use of specific Fitness Center facilities or \$50.00 for use of all Fitness Center facilities at time of application. In case of cancellation caused by an act of God, such as a storm, flood, etc. all fees shall be refunded except for any actual expenses incurred by the Fitness Center. The deposit will be put towards the total fee, which is required 24 hours before use.

SPECIAL REGULATIONS FOR USE OF SWIMMING POOL

The Fitness Center shall provide a certified life- guard for both the safety of the swimmers and the protection of the Association.

All swimmers shall take a shower before entering the pool.

No t-shirts or cut offs are allowed.

LIABILITY

Equipment and Facilities: The person or persons in charge and the group shall be responsible for all loss or damage to equipment and facilities caused by the group. The Fitness Center is not responsible for any damages or loss of personal property.

Loss of Personal Property: The Fitness Center assumes no responsibility for property or valuables brought into the building.

Liability Coverage: The Fitness Center assumes no responsibility for liability insurance coverage when facilities are used by an outside group.

Insurance: It is the responsibility of every individual and their parent or guardian to provide their own accident and health coverage while renting the Fitness Center facility. The Fitness Center does not provide any accident or health coverage for groups who rent the facility.

FACILITY RENTAL FEE STRUCTURE

DEPOSITS

A non-refundable deposit of \$10.00 is required with every application for use of specific Fitness Center facilities or \$50.00 for use of Fitness Center facilities during after hours at time of application. In case of cancellation caused by an act of God, such as a storm, flood, etc. all fees shall be refunded except for any actual expenses incurred by the Fitness Center. The deposit will be put towards the total fee, which is required 24 hours before use. **NO RENTALS AFTER MIDNIGHT OR ADDITIONAL FEES FOR SPACE AND STAFFING.**

MULTIPURPOSE ROOM (During open hours only, or an additional fee for staffing)

	<u>Member</u>	<u>Non-member</u>
0 – 5 hours	\$100.00	\$175.00
5 + hours	\$175.00	\$250.00

GYMNASIUM/RACQUETBALL COURTS/MULTI-PURPOSE ROOM (Only available during closed hours)

\$100.00 per hour + staffing (\$20 per hour)

SWIMMING POOL (Only available during closed hours)

\$100.00 per hour + Lifeguard & Staffing Fees (\$40 per hour)